

# Student Services and Activities

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## DEAN OF STUDENTS OFFICE

The University of Kentucky Dean of Students Office provides both administrative and educational services that support the personal and academic success of students. The office provides extracurricular, non-academic educational programs and also collaborates with academic units to provide support for students in reaching their educational goals.

### University Discipline

University of Kentucky students are citizens of two communities – the academic community and the city of Lexington. All students are subject to institutional disciplinary procedures when offenses are committed against the University or its community of scholars. *The Code of Student Conduct* adopted by the Board of Trustees, revised July 1, 2005, sets rules for student behavior that are consistent with the goals and purposes of this academic institution and establishes procedures which insure equality and fairness in dealing with all students. *The Code of Student Conduct: Rules, Procedures, Rights and Responsibilities Governing Non-Academic Relationships*, comprises Part I of **Student Rights and Responsibilities**. This publication also contains: Part II – “Selected Rules of the University Senate Governing Academic Relationships”; Part III – “Regulations Governing Time, Place, and Manner of Meetings, Demonstrations, and Other Assemblies”; Part IV – “Alcohol Policy”; and Part V – “Student Records.” A printed copy may be requested from the Dean of Students Office, 513 Patterson Office Tower, and it is available on the Web at: [www.uky.edu/StudentAffairs/Code](http://www.uky.edu/StudentAffairs/Code).

While the University is a place where the search for truth is carried on through free inquiry, it is not a sanctuary for those who seek freedom from moral, social and legal obligations. As residents of Lexington, students have the same rights and responsibilities as other citizens.

### Fraternities and Sororities

The University of Kentucky hosts 26 national fraternities and 17 national sororities. The undergraduate members are primarily responsible for operating these groups, with the assistance of a house director, local alumni and University advisors. The advisors are concerned with all areas of fraternity and sorority operations – recruitment, pledging, scholarships, housing, finance, leadership, personal growth and University involvement.

Sororities affiliated with the National Panhellenic Council hold a formal recruitment period the week prior to school opening in the fall. This is followed by open membership selection throughout the year for candidates to fill available vacancies.

Fraternities affiliated with the North American Interfraternity Conference host a recruitment week at the beginning of both the fall and spring semesters. Open recruitment takes place throughout the remainder of the school year.

Sororities and fraternities affiliated with the National Pan-Hellenic Council will announce individually their membership intake process during the semester. Pledging is not a prerequisite for membership.

Sororities and fraternities at the University of Kentucky follow the dictates of *The Code of Student Conduct* which prohibits student organizations from discriminating against any person due to race, color, or religious affirmation or belief.

The governing bodies for Greek life are the Interfraternity Council, the Panhellenic Council and Pan-Hellenic Council comprised of representatives from each group on campus. The Inter-Greek Programming Assembly coordinates Greek service activities and chapter recognition.

The Office of Fraternity and Sorority Affairs, the Interfraternity Council, the Panhellenic Council and the Pan-Hellenic Council are located in 575 Patterson Office Tower. For more information, call (859) 257-3151;

or, access the fraternity and sorority Web site at: [www.uky.edu/StudentAffairs/Greek](http://www.uky.edu/StudentAffairs/Greek).

### University Health Service

The University has a comprehensive health care program for all University of Kentucky students. Located in the Student Health Center on South Limestone next to the Wethington Building, University Health Service provides outpatient medical and mental health services. The **Medical Service** provides consultation and treatment for illnesses and injuries, incorporating a broad range of primary care and preventive medicine disciplines. The **Mental Health Service** assists students with personal and emotional problems. Student health records are strictly confidential and may be released only as permitted by applicable state and federal law.

The regular semester clinic hours are 8 A.M. to 6 P.M., Monday through Friday; and 9 A.M. to 11 A.M. on Saturday (fall and spring semesters). Summer hours and hours when school is not in session are 8 A.M. to 4:30 P.M. After hours, urgent care is available at the University Hospital Emergency Room or local urgent treatment centers. However, the University of Kentucky and University Health Service assume no responsibility for the cost of after-hours care.

Payment of the mandatory registration fee by full-time students entitles them to use the services provided by the Health Service during the regular fall and spring semester for reduced or no cost. Part-time students may use the health service on a fee-for-service basis or may pay a semester health fee. The summer health fee is voluntary for all students and must be pre-paid by the first day of classes. Summer students may also choose to be seen on a fee-for-service basis.

University Health Service does **not** cover the expense of referrals, hospitalization, after-hours care, accident care, surgical, radiology, and most laboratory services. University of Kentucky Health Service, University Hospital and other UK HealthCare programs assume no responsibility or liability for medical expenses incurred by students beyond those covered by University Health Service. It is highly recommended that all students carry health insurance. Immunizations required or recommended by federal and state agencies, CDC, and ACHA are also required/recommended for UK students. (**NOTE:** All international students are required to have university-approved health insurance.) For more information about health insurance, contact University Health Service, University of Kentucky, 830 South Limestone, Lexington, KY, 40536-0582, (859) 323-5823.

For questions or further information, call (859) 323-5823; or visit us on the Web at: [www.uky.edu/StudentAffairs/UHS/](http://www.uky.edu/StudentAffairs/UHS/).

### Religious Affairs

While the University does not directly sponsor religious activities, it both welcomes and supports the diverse religious traditions and organizations on campus. A member of the Dean of Students staff assists religious groups through the Religious Advisors Staff, an organization of campus ministers and religion-based student organizations. The Religious Advisors Staff includes the following: Athletes in Action, Bahá'í Association, Baptist Campus Ministry, Campus Crusade for Christ, Catholic Newman Center, Chi Alpha Christian Fellowship, Christian Student Fellowship, Church of Christ/CATS for Christ, Disciples of Christ, Graduate Christian Fellowship, Inter-Varsity Christian Fellowship, Jewish Student Organization/Hillel Foundation, Lutheran & Episcopal Campus Ministry, Muslim Student Association, Orthodox Christian Student Association, Presbyterian Campus Ministry, Reformed University Fellowship, and United Methodist Center Wesley Foundation.

For more information or a list of the student organizations, contact the University Liaison, Dean of Students Office, 2 Alumni Gym, (859) 257-2754.

### Alcohol Education Office

The mission of the Alcohol Education Office is to empower students within the UK community to make healthy lifestyle choices, particularly as it relates to alcohol. We offer a variety of resources and environmental management strategies that encourage responsible decision-making (including abstinence) that is low-risk to our students and the surrounding community. The CAUSE (College Alcohol Use Student Educators) peer education group implements programs campus-wide to educate UK students about making low-risk decisions. For more information about The CAUSE or services the office provides, contact the Alcohol Education Office at (859) 257-9687, or visit our Web site at: [www.uky.edu/StudentAffairs/HealthAlcohol](http://www.uky.edu/StudentAffairs/HealthAlcohol).

### UK Parent Association

The UK Parent Association welcomes all parents and guardians of UK undergraduate students to its membership. At no cost to its members, the Parent Association publishes the *Insider's Guide* handbook for families of new UK students and coordinates events for students and families during Family Weekend. The Parent Association provides regular campus updates in the *Cat Chat* e-mail newsletter and assists parents with questions and concerns related to their students and UK. The Parent Association is coordinated through the Office of New Student and Parent Programs.

Contact Nancy Stephens, the Parent Association Coordinator, at (859) 257-6597 or [parents@lsv.uky.edu](mailto:parents@lsv.uky.edu). More information is available online at: [www.uky.edu/Parents](http://www.uky.edu/Parents).

### Disability Resource Center

The mission of the Disability Resource Center is to provide and coordinate services that will allow students with disabilities equal access to the University's educational, social, and cultural opportunities. Students with temporary disabilities, documented physical or learning disabilities, or who want to learn more about disability concerns may receive assistance and support from this office. Services are tailored to meet the needs of individual students based on their specific disabilities. The services provided through the Disability Resource Center include, but are not limited to, determining needed classroom and exam accommodations, providing priority advance registration, assigning sign language interpreters, screening applicants for disability parking permits, assisting with campus arrangements, and providing information about other available campus resources.

Students with permanent disabilities include individuals with physical conditions, medical disorders, learning disabilities, attention deficit/hyperactivity disorder, and other psychological disorders. Students with temporary disabilities include those who are recovering from surgery or who are being treated for temporary medical conditions (sprained ankle, broken leg, etc.). All students must provide current documentation of their disability and the need for accommodations before services can be provided.

Students with cognitive disabilities frequently request classroom and exam accommodations. Eligibility for these accommodations is based on current documentation of the disability that validates the need for the requested services. A current psychological assessment using comprehensive adult cognitive measures (i.e., WAIS-III, WJ-Cognitive) and comprehensive achievement measures (i.e., WJ-Achievement, WIAT) is required for all students with learning disabilities. The psychological report must provide educational history, functional limitations, fully disclosed standard scores and percentiles for all normed measures, and need for accommodations. Students with ADHD or other psychological disorders must provide current medical or psychological documentation of their diagnosis that confirms their educational history, functional limitations, and need for accommodations.

All students with disabilities are urged to register with the Disability Resource Center and obtain information about the various types of assistance available to them. The office is located in 2 Alumni Gym. For more

information, call (859) 257-2754 (voice/TDD); or visit online at: [www.uky.edu/StudentAffairs/DisabilityResourceCenter/](http://www.uky.edu/StudentAffairs/DisabilityResourceCenter/).

## CAMPUS RECREATION

The Department of Campus Recreation offers wholesome physical activities and sports programs for students, faculty and staff. Activities include intramural sports, club sports, outdoor pursuits and adventure trips, leisure recreation, and fitness programs.

### Bernard Johnson Student Recreation Center

The Bernard Johnson Student Recreation Center is an 87,000 square-foot state-of-the-art facility. The Center has the latest in equipment and amenities. Major spaces include basketball courts, racquetball courts, a fitness center, aerobics studios, a climbing wall and more. All students are encouraged to visit the Center and make positive, healthy use of leisure time.

### Lancaster Aquatic Center

Lancaster Aquatic Center is available for recreational swimming during open hours. For information, call (859) 257-7946.

### Intramural Sports

The Intramural Sports program provides competition between students at UK. Individual, dual, and team sports events are available. Teams are organized into the following divisions: residence halls, fraternities, sororities, independents, and faculty and staff.

### Club Sports

The Club Sports program provides opportunities for UK students, faculty, and staff who desire a more in-depth sports experience than is provided in the Intramural and/or open recreation program. For a list of current club sports, contact the Department of Campus Recreation at (859) 257-3928.

### Adventure Trips

The Outdoor Pursuits program offers a variety of adventure trips for UK students, faculty, and staff. The trips vary from day hiking in the beautiful wild regions of Kentucky, to a weekend of whitewater rafting in West Virginia, to snow skiing at one of the regional spots close to Lexington.

### For More Information

For more information about recreational programs or facilities, contact the Department of Campus Recreation, 177 Johnson Center, (859) 257-3928. Visit us on the Web at: [www.uky.edu/StudentAffairs/CampusRec](http://www.uky.edu/StudentAffairs/CampusRec).

## STUDENT CENTER

The University of Kentucky Student Center is the "living room" of campus. Students are welcome to watch their favorite television program in the Cat's Den, eat at one of our many dining venues, or just study in a relaxing atmosphere. Students, faculty and staff are also invited to check their e-mail on one of the available wireless laptops available in the Cat's Den. Or enjoy sipping a cup of coffee at Starbucks. The Cat's Den plays host weekly to the Comedy Caravan featuring national touring comedians, and offers many leisure, entertainment and recreational opportunities. Each year the Student Center hosts over 7,000 events with over a million visitors. Come be a part of your Student Center.

Those interested in becoming active on campus can visit the Center for Student Involvement, Office of Student Involvement, or inquire about becoming a member of Student Government in the SGA office. Want to purchase a ticket to an upcoming concert or UK event? The Student Center has a Ticket Office with full Ticketmaster services. The Student Center is also the location of the official UK Bookstore, home to one of the branches of the University of Kentucky Federal Credit Union, and houses S.T.A., the student travel agency.

Our professional and student staff aims to provide an atmosphere of social and intellectual interaction in an informal setting. There are many

opportunities for students to gain experience in management, and marketing, as service representatives, and in public relations through employment opportunities at the Student Center. For more information or to reserve a room, call the Director's Office at (859) 257-5781.

### Student Organizations

Student organizations are formed as a result of student interest and serve the needs of a variety of students. Many provide programs that supplement the classroom experience and extend into areas of service for the community. All provide learning and leadership training for participating students and also build relationships across the UK and local community.

There are over 350 registered student organizations on the UK campus. These include governmental, political, social sororities and fraternities, honors and leadership organizations, recognition societies, departmental/professional organizations, and special interest groups such as the Black Student Union, Cosmopolitan Club, and various religious, athletic, community service, media, and international groups.

For more information about student organizations and campus activities, contact the Student Organizations Center, 106 Student Center, (859) 257-1099. Or visit: [www.uky.edu/GetInvolved/StudentOrgs/](http://www.uky.edu/GetInvolved/StudentOrgs/).

### Leadership Development

The Division of Student Affairs sponsors a variety of leadership programs to complement the academic experience. The Emerging Leader Institute provides first-year and sophomore students with the opportunity to develop leadership skills and expand their understanding of the principles in leadership. Applications and course schedules for the institute are available online at: [www.uky.edu/GetInvolved/Leadership/ELI](http://www.uky.edu/GetInvolved/Leadership/ELI).

Course components include structured experiences in critical and creative thinking, ethical decision making, applied leadership styles, effective communication, visioning and project planning, and developing mentor relationships. The institutes are selective in admission and participating students earn academic credit.

The Leadership Library has been established to support and enhance the student leadership development programs of UK. The Library houses material resources such as books, videos, workshops, newsletters, etc., that focus on leadership development issues including:

- Leadership Skills;
- Leadership in Student Organizations;
- Leadership Theory;
- Leadership & Gender Studies;
- Servant Leadership & Service;
- Organizational Leadership;
- Ethics & Morals;
- Personal Development.

A list of all materials located in the Library is online at: [www.uky.edu/GetInvolved/Leadership/library.html](http://www.uky.edu/GetInvolved/Leadership/library.html). UK students, faculty and staff who are interested in learning more about leadership theory and practice may check out these reference materials by presenting their UKID cards.

The University Leadership Summit is a year-long leadership experience for the top 100 student leaders at UK. This prestigious experience starts with a three-day leadership conference in September, and continues throughout the year with a series of monthly leadership summits and a year-long leadership project. Participating in the Summit will build unity among campus leaders, create a collaborative campus climate, provide basic leadership training, and increase Wildcat pride. More about the University Leadership Summit is online at: [www.uky.edu/GetInvolved/Leadership/academy.html](http://www.uky.edu/GetInvolved/Leadership/academy.html). In order to participate in the University Leadership Summit, students must be nominated by a member of the UK faculty, staff, or current student leadership.

For more information regarding leadership development opportunities, contact the Office of Student Involvement at (859) 257-1099 or (859) 257-8867.

### Center for Community Outreach

The UK Center for Community Outreach (CCO) is a student-run program that joins groups of students who are interested in enhancing their community, as well as their college experiences, by volunteering. With a student team and advisory staff, UK's Center for Community Outreach hosts a number of regular service events. These events include small- to medium-group projects in the areas of health and wellness, outdoor excursions, elderly companionship, hunger and homelessness, and youth activities. In addition, the CCO offers large-scale service projects. UK FUSION is a one-day service project that includes hundreds of students and staff members volunteering at over 50 community agencies in the Lexington area. UK Dance Blue is a 24-hour dance marathon hosted by the CCO to benefit the Pediatric Oncology Unit at University Hospital. Students who are interested in volunteering on an individual basis can attend the Center for Community Outreach's Volunteer Fair, which occurs each semester. Community agencies from Lexington and beyond send representatives to inform students about their agencies and volunteer opportunities. For more information, stop by 106C Student Center (in the Center for Student Involvement), call the CCO at (859) 257-9385, or visit: [www.uky.edu/VolunteerCenter/](http://www.uky.edu/VolunteerCenter/)

### ACADEMIC OMBUD SERVICES

The Academic Ombud helps resolve academic disputes between students and faculty or administration. When students are unable to resolve grievances or complaints through usual means, the ombud may be able to expedite the process or advise the student about the proper procedures to follow. Problems include, but are not limited to, violation of students' academic rights, unfair teaching and grading practices, cheating and plagiarism, and discrimination and harassment. All cases are held in strict confidence.

The Office of Academic Ombud Services is open from 8 A.M. to 4:30 P.M. and is located in 109 Bradley Hall. For information, questions, or appointments, call (859) 257-3737.

### FINANCIAL OMBUD SERVICES

The Financial Ombud provides a neutral and confidential setting for current and prospective students and their parents to discuss difficult or unusual financial problems affecting tuition and fee payment. The Financial Ombud resolves problems, counsels, and makes recommendations and referrals as needed.

The Office of the Financial Ombud Services is open from 8 A.M. to 4:30 P.M. and is located in 18 Funkhouser Building. For information, questions, or appointments, call (859) 257-3406.

### ATHLETICS

The University of Kentucky sponsors athletic teams in both men's and women's sports and is a member of the National Collegiate Athletic Association and the Southeastern Conference. The University fields representative teams in a variety of varsity sports: basketball, football, baseball, tennis, golf, track, soccer, swimming, and rifle for men; and basketball, golf, gymnastics, rifle, soccer, swimming, tennis, track, softball, and volleyball for women. These various teams provide wholesome entertainment for the student body, faculty, staff, alumni, and general public. Students interested in joining a team should contact the head coach's office in the sport of interest.

The Athletics Association helps support the band, cheerleaders, and the Student Athletic Committee; aids the Kentucky High School Athletic Association by supplying facilities for district, regional and state tournaments in all sports; provides athletic scholarships for approximately 370 student athletes; and provides grants to the University of Kentucky for academic scholarships.

## INTERNATIONAL AFFAIRS

The Office of International Affairs (OIA) facilitates and increases international activities both on and off campus by providing leadership, coordination and service in various areas of international activity. OIA promotes international awareness and encourages cross-cultural learning.

Priorities include:

- serving international students, staff, faculty and scholars
- advising American students, staff, faculty and community members about opportunities abroad for teaching, study, work and travel
- obtaining international research contracts and grants to offer opportunities abroad for the University community
- encouraging the internationalization of the curriculum, campus and community

## OIA SERVICES

### International Student Advising

International Student Services coordinates a complete orientation program for arriving international students. Activities include Welcome Week, an overview of the U.S. educational system, counseling for non-academic concerns, the International Hospitality Program, and cross-cultural opportunities for international students and American students. The International Student Services staff also supports residence life in programming for the Smith Hall Global Village Living-Learning Community. For more information, call (859) 257-4067, ext. 237.

### Immigration Specialists

Immigration Services provides advice for international students, researchers and faculty. Immigration specialists also assist academic departments with the hiring and retention of international personnel and faculty. For additional information, call (859) 257-4067, ext. 242.

### Health Insurance Advising

Health Insurance Services provides information on the mandatory health insurance requirement for international students and scholars. For details, call (859) 257-4067, ext. 238.

### Education Abroad at UK

Education Abroad at UK is the source for information, counseling and support services for students interested in working, traveling or studying abroad. Education abroad programs are offered for a summer, semester or year in a variety of countries. Education abroad advisers assist students with program selection and all facets of going abroad. This section also makes presentations encouraging study abroad and coordinates a number of scholarship programs that provide financial support to students interested in studying abroad. For example, advisers offer information on Fulbright and other grant programs to both faculty and students. Call (859) 257-4067, ext. 229 for information.

### Community Relations

Community Relations staff organize opportunities for international students to interact with the Lexington community, particularly in schools. This section also fills requests for translators, resources and international programming, which includes Kentucky-Ecuador Partners of the Americas and Peace Corps. For details, call (859) 257-4067, ext. 226.

For more information, contact:

**Office of International Affairs**  
**Bradley Hall**  
**University of Kentucky**  
**Lexington, Kentucky 40506-0058**  
**(859) 257-4067**  
**fax: (859) 323-1026**

## OFFICE OF MULTICULTURAL STUDENT AFFAIRS

The University of Kentucky prepares students for meaningful and responsible engagement within and across diverse communities. Through its own example and engagement, the University strives to improve the climate for diversity throughout Kentucky, a commitment given special importance and emphasis by shared history. The composite effect of work with students in classrooms, residence halls, offices, laboratories, clinics, libraries, and public places should be to enable them to develop a more enlightened worldview; attain a deeper understanding of and commitment to authentic democratic values and social justice; embrace a greater commitment to service and leadership for the common good; exhibit greater cultural knowledge and competence; and facilitate Kentucky's success in the global economy.

The Office of Multicultural Student Affairs has a primary responsibility to advance the University's commitment to embracing difference and promoting increased knowledge of diversity and its significance as a fundamental value of the campus community. Of equal importance is its mission to provide academic support services to help ensure the academic success and personal development of all students, but especially those students from backgrounds that have been historically underrepresented on the University campus.

### Martin Luther King Jr. Cultural Center

The Martin Luther King Jr. Cultural Center promotes teaching and research about Africa, the African Diaspora and the African American experience at the University, as well as in the society; builds awareness of African American culture within the campus community; and supports outreach to enhance teaching about African American culture in Kentucky schools and to increase understanding of African, African Diaspora and African American culture in Kentucky's communities. The center maintains a collection of books, periodicals, multimedia kits, records, and audio and videotapes that relate to the diversified aspects of African American culture.

The Center offers a relaxed but stimulating atmosphere, and strives to enhance the retention of African American students by providing a variety of educational and social activities throughout the year including lectures, workshops, seminars, art exhibits, theater, music and dance. The Center is located in 133 Student Center (across from UK Bookstore) and is open Monday through Friday. For more information, call (859) 257-4130.

### Learning Services Center

The Learning Services Center provides a comprehensive academic support system that consists of:

- Tutoring
- Organized Study Groups
- Academic Planning Assistance
- Learning Skills Assistance (note-taking, test-taking strategies, time management, study skills and writing assistance)
- Help with Personal Problems
- Peer Mentoring Program
- Freshman Summer Program (academic enrichment program)
- Career Fair
- Workshops
- Computer Lab

For more information, call (859) 323-6347, or stop by the Center at 660 South Limestone Street.

### Student Support Services

Student Support Services (SSS) is a federally-funded TRIO program designed to provide comprehensive academic support to improve academic performance and increase retention and graduation rates. Participation in SSS requires that a student be a U.S. citizen and at least one of the following: (1) first-generation college – neither parent has a baccalaureate degree; (2) low income – according to federal guidelines;

and (3) have a documented disability. When a student has been accepted into the program, all program services are free. Services offered include: individual and group tutoring (in any subject), academic planning, personal counseling, peer mentoring, career counseling, financial aid information, study skills instruction, writing assistance, graduate school preparation, technology assistance, cultural/social activities, and limited computers, calculators, and a small resource library for check-out and on-site use.

Students interested in becoming a part of the SSS program should stop by the office at 6 Alumni Gym to pick up an application; or call (859) 257-9797 to request an application be mailed to you, or for additional information.

### Minority College Awareness Program

The Governor's Minority College Awareness Program at the University of Kentucky is comprised of several early intervention components focused on preparing African American and other underrepresented students for success in postsecondary education institutions. In addition to the component that meets at UK, components are also hosted at Winburn Middle School (RAP – Realizing Academic Potential) and YMCA Black Achievers Program/7th and 8th Grade Education Enhancement Cluster that meets at Lexington Traditional Magnet School.

Each component integrates a primary focus on mathematics with other disciplines such as science, African American history, language arts and communications. Student participants are identified for MCAP based upon referrals from schools, churches, parents and other sources. Parents are required to support their children through transportation and participation in parent workshops, seminars and other open house activities. For more information, contact the director at (859) 257-4098.

### Professional Colleges Multicultural Student Affairs Office

This office provides support for the recruitment and retention of underrepresented students and University employees. To help accomplish this vital task, the Office provides leadership and academic support services to students seeking or enrolled in health professions degrees. Additionally, the Office provides social and cultural programs that affirm the social and cultural heritage of underrepresented students and encourages all students to embrace diversity. The office serves as a resource to Health Care College constituencies on diversity issues and sponsors health fairs in the community to promote health issues and help eradicate the disparities in health awareness across racial, ethnic and socio-economic groups.

## PROFESSIONAL SERVICES

### University Counseling & Testing Center

The University Counseling & Testing Center has a staff of trained psychologists and counselors whose primary function is to help UK students with personal concerns, career decision-making and support for academic success. Individual counseling is available to assist students with concerns such as adjustment to college life, relationship difficulties, career exploration/decision-making, feelings of depression or anxiety, low self esteem, life transitions, alcohol/substance use, problems in the family, and/or long-standing behavioral patterns such as procrastination. In addition, counseling groups led by trained therapists are organized each semester and address personal growth issues, interpersonal skills and a variety of other topics. All interviews are confidential. Individual testing and inventories of personality, career interests, and learning styles may be used to aid in self-understanding and to improve academic efficiency. Testing is available only upon referral by a Center staff counselor.

The Counseling & Testing Center maintains an active outreach program, offering workshops and lectures to students, faculty and staff on a variety of college life and mental health topics. The professional staff is also available to faculty, staff and departments for consultations regarding students, personnel or programs. There is no charge for consultations or outreach presentations.

During the academic year, fee paying University of Kentucky

students enrolled for at least six (6) credit hours are eligible to receive services from the Counseling & Testing Center free of charge. To be eligible for our services in the summer, you must meet two criteria: be enrolled at UK during the previous spring semester **and** registered for the upcoming fall semester. Additionally, students enrolled for either summer session will be eligible for Center services. Students enrolled in graduate and professional programs at the University of Kentucky are also eligible.

### Limitations for Treatment

The Counseling & Testing Center can offer an initial assessment to all students eligible for services. However, the Counseling & Testing Center does not have adequate resources to treat all types of psychological problems. Certain students will require more specialized or comprehensive treatment than we can offer. Those individuals will be referred to resources in the community following an evaluation.

For information about making an appointment, call (859) 257-8701 between 8 A.M. and 5 P.M., Monday through Friday. Referral from another campus agency is not necessary. The Counseling & Testing Center is located in 201 Frazee Hall next to the Student Center.

### Experiential Education and Career Services

Experiential Education and Career Services, located in the James W. Stuckert Career Center, is a comprehensive and centralized career center for all students enrolled at the University of Kentucky. The Center's programs are designed to help students, faculty and employers integrate occupational and employment information into educational experiences, extracurricular activities and work. Counselors at the Center work with students from their first-year experience through degree completion and beyond, helping them define goals, explore career possibilities, and obtain employment related to their education.

Through individual appointments and group workshops, career counselors assist students with assessment of individual interests, life/work values, skills and decision-making styles; career exploration; identifying part- and full-time job vacancies, internships and shadowing experiences; resume writing; interviewing preparation and practice; job search strategies; networking with potential employers; researching salary information; and preparing for a successful transition from campus to the community.

Career counselors encourage students to explore careers first-hand by taking part in the Shadowing and Mentoring Program. Shadowing gives students the opportunity to follow working professionals for all, or part, of a day to learn more about careers of interest. Obtaining a mentor allows students to develop on-going contacts with professionals in their fields of interest.

For a more in-depth experience, students may apply for internships, gaining experience and sometimes academic credit by working in businesses, agencies, or other settings pertinent to their academic majors or career goals. Positions are usually semester-based, beginning at the start of a semester and finishing at semester's end; therefore, they should be arranged prior to the semester in which the student wants to begin. Internships are available year-round, during fall, spring and summer semesters. Full-time or part-time internships may be arranged in Lexington and central Kentucky, as well as other locations. Internships may be planned for academic credit, in compliance with individual employers' specifications and faculty sponsorship. More than 35 percent of internships are paid positions.

The James W. Stuckert Career Center is also home to the Katherine Kemper Career Library, a 1,400 square-foot reference area which houses information in electronic and print formats to assist students in their career decisions and job searches. This library offers twelve computer work stations with Internet access as well as TV/VCR carrels for viewing company and occupational videos. For students and alumni seeking 24/7 career services from a distance, the Center offers password access to the Vault Online Career Library accessible from the Center's Web site at: [www.uky.edu/CareerCenter](http://www.uky.edu/CareerCenter).

For students ready to begin seeking full-time, career-related employment, the James W. Stuckert Career Center offers numerous career fairs, employer information sessions and networking receptions throughout

the year. Students registering with the Center's Web-based service, Wildcat CareerLink, have access to thousands of job vacancies in addition to being able to apply for interviews with employers who come to campus to recruit UK graduates.

For more information, visit the Center's Web site at: [www.uky.edu/CareerCenter](http://www.uky.edu/CareerCenter). Currently enrolled UK students and alumni may schedule an appointment by calling (859) 257-2746. Students may also utilize the Katherine Kemper Career Library, Monday through Friday, 8 A.M. to 5 P.M. Drop-in hours are available to discuss quick questions with career counselors every weekday from 3 P.M. to 5 P.M., year-round.

### The Office of eUreKa!

The Office of eUreKa! (Experiences in Undergraduate Research and Kreative Activities) is one of the units that comprise the Chellgren Center for Undergraduate Excellence. Our purpose is to bring together under one umbrella all of the many scholarly opportunities for undergraduates. We encourage and support undergraduate research (both scholarly and creative) in all disciplines. We strive to engage undergraduate students to participate in activities that provide hands-on, mentored experiences with UK faculty.

Below is a list of programs we offer. Each of these programs provides students with special opportunities and support that extends beyond the classroom. Visit our Web site at: [www.uky.edu/EUREKA/](http://www.uky.edu/EUREKA/).

- UK Undergraduate Research Program (UKURP)
- Society of the Promotion of Undergraduate Research (SPUR), an undergraduate research club
- The NSF funded AMSTEMM Program that recruits, retains, and graduates Appalachian and Minority students majoring in science technology engineering and mathematics disciplines
- DSP 200, Research Skills Orientation Course
- The Annual Showcase for Undergraduate Scholars
- "Bucks for Brains" summer research mentorship
- *Kaleidoscope* (UK's Journal of Undergraduate Scholarship) Publication
- The Oswald Research and Creativity Awards Program and competition
- The Summer Research and Creativity Awards Program
- The Undergraduate Research Support and Travel Fund
- The Beckman Scholars Program
- The "Posters-at-the-Capitol" Program
- Support for National Conference on Undergraduate Research attendees

For more information, contact the eUreKa Office at (859) 257-6420.

### Adult Student Services

Adult Student Services is a centralized resource center assisting individuals starting or returning to college after several years and current adult students enrolled at the University of Kentucky.

The Center offers programs, scholarships, workshops, advocacy and support to adults. "Back to School" workshops are held two times a year for adults considering a return to school or starting school for the first time. Six scholarships, awarding over \$40,000 annually, are available to UK nontraditional-aged students and students enrolling nontraditionally. Resources, referral and limited academic advising are available with hours that extend into the evenings and on the weekend, Monday through Thursday, 9 A.M. to 7 P.M.; Friday, 9 A.M. to 6 P.M.; and Saturday by appointment.

Contact the center for more information or with questions, comments, or concerns:

**Adult Student Services**  
**13A Funkhouser Building**  
**University of Kentucky**  
**Lexington, KY 40506-0054**  
**(859) 257-3802**  
**Toll-Free: 1-800-900-4685**  
**Fax: (859) 257-9594**  
**e-mail: [cmckinn@uky.edu](mailto:cmckinn@uky.edu)**  
**[www.uky.edu/AdultSS/](http://www.uky.edu/AdultSS/)**

### TRANSCRIPT SERVICES

Students may purchase official copies of transcripts of their academic record in the Office of Student Records.

The current charge for transcripts is \$5.00 per copy for all UK students (two working days are required to process transcripts). Immediate processing service is available at \$8.00 per copy.

Students may view their transcript at no charge. Students must present proper identification, including a photo ID.

No transcript will be released without the proper written authorization from the student.

No transcript will be released if:

- no payment is received;
- the student has been declared financially delinquent to the University of Kentucky; or
- the student does not present the proper identification (see section on *Notification of Rights Under FERPA for Postsecondary Institutions* on page 2 of this Bulletin.)

The Office of Student Records is located in the Registrar's Office and is open Monday through Friday, 8 A.M. to 4:30 P.M.. You may request transcripts in person, by mail or by fax. Transcript request forms are available online at: [www.uky.edu/Registrar/Transcripts.htm](http://www.uky.edu/Registrar/Transcripts.htm). The form may be completed online but must be printed off and mailed or faxed to the address/phone below. E-mail requests for transcripts cannot be used as the office must have the student's signature. Send transcript requests to:

**University of Kentucky Registrar**  
**10 Funkhouser Building**  
**Attention: Transcripts**  
**Lexington, KY 40506-0054**  
**(859) 257-8729**  
**Fax: (859) 257-7160**

# GUIDE TO UNIVERSITY OFFICES

<u>WHAT</u>	<u>WHO TO SEE</u>	<u>WHERE</u>	<u>PHONE</u>
<b>Absences</b>			
Reporting prior to	Instructor		
Reporting following	Instructor		
	Instructor		
Due to illness	Instructor		
Emergency notification	Dean of Students Office	513 POT	257-3754
Hospitalization	Instructor		
<b>Accident</b>			
Auto (on campus)	University Police	305 Euclid Ave.	257-1616
Auto (off-campus)	Metro Police		911
Injury	Student Health Service	B-163 Kentucky Clinic	323-5823
	University Medical Center	Emergency Room	323-5901
Emergency (on campus)	University Police	305 Euclid Ave.	911
(off-campus)	Metro Police	150 E. Main St.	911
<b>Activities, Student</b>			
Programming bodies	Student Activities Board	203 Student Center	257-8867
	Student Government	120 Student Center	257-3191
Activities available	Student Organizations Office	106 Student Center	257-1099
<b>Athletics</b>			
Intramural and Extramural	Director, Campus Recreation	145 Seaton Center	257-2898
Varsity – Men	Director	Memorial Coliseum	257-1916
Varsity – Women	Director	Memorial Coliseum	257-6046
Tickets			
Student	Athletic Student Services Office	34A Memorial Coliseum	257-9648
Other	Ticket Office	111 Memorial Coliseum	257-1818
<b>Attendance</b>			
(see Absences)			
<b>Automobile</b>			
(see Traffic)			
<b>Campus Recreation</b>			
	Campus Recreation	177 Johnson Center	257-2898
<b>Check Cashing</b>			
Medical Center	Financial Services	H102 Hospital	323-5601
<b>Counseling</b>			
Academic	Academic Advisor		
	Counseling & Testing Center	301 Frazee Hall	257-8701
Activities	Student Activities Office	203 Student Center	257-8867
	Dean of Students Office	513 POT	257-3754
Financial	Director of Financial Aid	128 Funkhouser Bldg.	257-3172 ext. 242
Health	Student Health Service	B-163 Kentucky Clinic	323-5823
Personal	Counseling & Testing Center	301 Frazee Hall	257-8701
	Dean of Students Office	513 POT	257-3754
	Student Mental Health Services	B-163 Kentucky Clinic	323-5511
Vocational	Counseling & Testing Center	301 Frazee Hall	257-8701
	Career Center	Stuckert Bldg., 408 Rose St.	257-2746
Women	Central Advising	109 Miller Hall	257-3383
<b>Disabled, Services for</b>			
	Disability Resource Center	2 Alumni Gym	257-2754
<b>Dormitories</b>			
(see Housing)			
<b>Drug Information</b>			
	Student Health Service	B-163 Kentucky Clinic	323-5823
	Counseling & Testing Center	301 Frazee Hall	257-8701
	Alcohol & Health Education Office	242 Johnson Center	257-9687
Emergency Treatment	University Medical Center	Emergency Room	323-5901
<b>Employment</b>			
Career Placement	Career Center	Stuckert Bldg., 408 Rose St.	257-2746
Student (part-time)	Student Employment	104 Scovell Hall	257-9555 ext. 120
Teacher Placement	College of Education	104 Taylor Education Bldg.	257-1857
Work-Study	Student Financial Aid	128 Funkhouser Bldg.	257-3172 ext. 247

**Facilities (use and reservation)**

Academic space	Registrar's Office	12 Funkhouser Bldg.	257-4903
Adena Park	Campus Recreation	145 Seaton Center	257-2898
Agriculture Science Auditorium (Seay Auditorium)	Management Operations	N-3 Ag. Science N. Bldg.	257-2983
Agriculture Sci. South Aud. – B52	Registrar's Office	12 Funkhouser Bldg.	257-4903
Alumni House	Alumni Association	King Alumni House (400 Rose St.)	257-8905
Alumni Gym	Campus Recreation	Campus Recreation	257-3928
Carnahan House (restricted)	Carnahan Conference Center	1701 Newtown Pike	254-1060
Haggin Field	ResidenceLife	537 POT	257-4784
Medical Center Auditorium	Hospital Adm.	N100 Medical Center	323-5211
Memorial Coliseum	Athletics Association	200 Memorial Coliseum	257-3838
Memorial Hall	Student Center – Director's Office	209 Student Center	257-5781
Parking lots and structures	Parking Services	305 Euclid Ave.	257-5757
Patterson Office Tower (18th Floor - restricted)	Vice President for Fiscal Affairs	110 Administration Bldg.	257-8200
Seaton Center	Campus Recreation	145 Seaton Center	257-2898
Singletary Center for the Arts	Coordinator	126 Center for the Arts	257-1706
Student Center	Student Center – Director's Office	209 Student Center	257-5781
University grounds	Student Center – Director's Office	209 Student Center	257-5781

**Fee Payment**

Student Billing Services	18 Funkhouser Bldg.	257-3406
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**Financial Aid**

Student Financial Aid Office	127 Funkhouser Bldg.	257-3172 ext. 223
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**Fraternities**

Fraternity Advisor	575 POT	257-3151
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**General Information and Assistance**

Dean of Students Office	513 POT	257-3754
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**Graduation Ceremonies**

Human Resources	115 Scovell Hall	257-9519 ext. 176
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**Health Fee**

Payment	Student Billing Services	18 Funkhouser Bldg.	257-3406
Information	Student Health Service	B-163 Kentucky Clinic	323-5823

**Housing**

Applications and assignments (undergraduates)	Housing Office	125 Funkhouser Bldg.	257-1866
Graduate and Family	Auxiliary Services	Cooperstown C Bldg.	257-3721
Greg Page Stadium View Apts.	Housing Office	125 Funkhouser Bldg.	257-1866
Payment of fees	Student Billing Services	18 Funkhouser Bldg.	257-3406
Residence Halls Programming	ResidenceLife	537 POT	257-4783
Resident Advisors	ResidenceLife	537 POT	257-4783

**Identification Cards**

Photos	Student ID Office	107 Student Center	257-1378
Lost	Student ID Office	107 Student Center	257-1378

**Insurance**

Student Health	Student Insurance Office	163 Kentucky Clinic	323-5823
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**Johnson Center**

Campus Recreation	177 Johnson Center	257-2898
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**Loans**

Student Financial Aid	128 Funkhouser Bldg.	257-3172 or 257-3173
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**Master Calendar**

Campus Events	Student Activities Office	203 Student Center	257-8867
Academic	Registrar's Office	11 Funkhouser Bldg.	257-7155

**Meal Cards**

Contracts	Housing Office	125 Funkhouser Bldg.	257-1866
Payment	Student Billing Services	18 Funkhouser Bldg.	257-3406

**Medical Services**

General Information and main telephone number	Student Health Services	Kentucky Clinic Bldg.	323-5823
Illness or accident	Student Health Services	B-163 Kentucky Clinic	323-2778
Drug information	Student Health Services	B-163 Kentucky Clinic	323-5823 ext. 281
Contraception Services	Student Health Services	B-163 Kentucky Clinic	323-5823 ext. 280
Billing	Student Health Services	B-163 Kentucky Clinic	323-5823 ext. 233
Insurance	Student Health Services	B-163 Kentucky Clinic	323-5823 ext. 230
Administrator	Student Health Services	B-163 Kentucky Clinic	323-5823
Personal Counseling	Student Health Services	B-163 Kentucky Clinic	323-5511

**Multicultural and Academic Affairs**

Associate Provost	Associate Provost for Multicultural/Academic Affairs	563 POT	257-1991
African-American Student Affairs	African-American Student Affairs	557 POT	257-5641
Scholarships	African-American Scholarships	563 POT	257-1991
Learning Services	Learning Services Center	660 S. Limestone St.	323-6347
Student Support Services	Student Support Services Office	103B Alumni Gym	257-9797

<b>Organizations and Clubs</b>	Student Organizations	106 Student Center	257-1099
<b>Orientation</b>			
Advising Conferences	Registrar's Office	13A Funkhouser Bldg.	257-3256
K Week (Fall Welcome Week)	New Student and Parent Programs	518 POT	257-6597
K2 (Spring Welcome Week)	New Student and Parent Programs	518 POT	257-6597
<b>Postal Service</b>	University Post Office	Basement, Classroom Bldg.	257-6358
<b>Publications</b>			
Kernel	Kernel Office	026 Grehan Journalism Bldg.	257-2871
Kentuckian	Kentuckian Office	026 Grehan Journalism Bldg.	257-4005
Student Code	Dean of Students Office	513 POT	257-3754
<b>Religion</b>			
Student religious organizations	University liaison	2 Alumni Gym	257-2754
<b>Residence Halls</b>			
(see Housing)			
<b>Scholarships</b>			
Academic	Office of Academic Scholarships	211 Funkhouser Bldg.	257-4198
Financial Aid	Student Financial Aid	127 Funkhouser Bldg.	257-3172
Minority	Multicultural and Academic Affairs	563 POT	323-6334
Departmental	Dean of College		
<b>Social Functions</b>			
(see Activities)			
<b>Sororities</b>	Sorority Advisor	575 POT	257-3151
<b>Student Government</b>	Student Government Office	120 Student Center	257-3191
<b>Study Skills</b>			
	Counseling & Testing Center	301 Frazee Hall	257-8701
	UK 101	518 POT	257-6597
Learning Skills	Counseling & Testing Center	204 Frazee Hall	257-6959
Student Support Services	Student Support Services Office	103B Alumni Gym	257-9797
<b>Testing</b>			
Aptitude	Counseling & Testing Center	301 Frazee Hall	257-8701
Personality	Counseling & Testing Center	301 Frazee Hall	257-8701
Vocational	Counseling & Testing Center	301 Frazee Hall	257-8701
University Testing Program	Counseling & Testing Center	201 Frazee Hall	257-8703
<b>Tickets</b>			
Athletic - General	Ticket Office	111 Memorial Coliseum	257-1818
Athletic - Student	Athletic Student Services Office	34A Memorial Coliseum	257-9648
Arts	Singletary Center for the Arts	126 Singletary Center	257-4929
Lexington Philharmonic	Ticket Office	253 Student Center	257-8427
Student Center	Ticket Office	253 Student Center	257-8427
Theatre	Guignol/Briggs/Workshop	106 Singletary Center	257-4929
<b>Traffic</b>			
On Campus			
Accidents	University Police	305 Euclid Ave.	257-1616
Regulations	University Police	305 Euclid Ave.	257-1616
Violations	Parking	305 Euclid Ave.	257-5757
Parking permits	Parking	305 Euclid Ave.	257-5757
Emergency	University Police	305 Euclid Ave.	911
Off Campus	Metro Police	150 E. Main St.	911
<b>Tutoring</b>			
	Counseling & Testing Center	301 Frazee Hall	257-8701
	Student Government Association	120 Student Center	257-3191
	Learning Services Center	660 S. Limestone St.	323-6347
	Student Support Services	103B Alumni Gym	257-9797
<b>Withdrawal</b>			
University, courses	Registrar	10 Funkhouser Bldg.	257-7157
	Dean of College		