

## 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 both the University community and the city of Lexington. 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, both on and off campus.

Students are subject to institutional disciplinary procedures when offenses are committed against the University or our community of scholars. *The Code of Student Conduct*, adopted by the Board of Trustees, revised July 1, 2010, sets rules for student behavior that are consistent with the goals and purposes of this academic institution and establishes procedures that insure equality and fairness in dealing with all students.

Part 1 of the *Code of Student Conduct* states the rules, procedures, rights and responsibilities governing non-academic relationships between the University and students enrolled at the University. The Code defines prohibited behavior and specifies the disciplinary process. The Code also states the sanctions that can be imposed when a student or student organization is found responsible for a violation.

A document entitled *Student Rights and Responsibilities* includes the student code and can be accessed in its entirety at:

[www.uky.edu/studentaffairs/code](http://www.uky.edu/studentaffairs/code).

### Fraternities and Sororities

The University of Kentucky hosts 25 national fraternities and 20 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 National Pan-Hellenic Council comprised of representatives from each group on campus. The Inter-Greek Programming

Assembly coordinates Greek service activities, Greek Week, and chapter recognition.

The Office of Fraternity and Sorority Affairs, the Interfraternity Council, the Panhellenic Council and the National 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 University Health Service Building on South Limestone next to the Wethington Building, University Health Service provides outpatient medical and behavioral health services. The **Health Service** provides consultation and treatment for illnesses and injuries, incorporating a broad range of primary care and preventive medicine disciplines. The **Student Behavioral Health Clinic** recognizes that emotional and psychological health are important factors in a student's ability to perform well academically and adjust socially. It offers evaluation, brief crisis intervention, and medication management to UK students. 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 UK Chandler or UK Good Samaritan Emergency Rooms or local urgent treatment centers. The health fee does not cover the cost of any after-hours care. Any accumulated charges are the patient's responsibility.



Payment of the mandatory health 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 published deadline. 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, surgical, radiology, and most laboratory services. University Health Service 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. (**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) 218-3208. Immunizations required or recommended by federal and state agencies, CDC, and ACHA are also required/recommended for UK students. Please see the UHS Web site for more details.

For questions or further information, call (859) 323-5823; or visit University Health Service on the Web at: [www.ukhealthcare.uky.edu/uhs](http://www.ukhealthcare.uky.edu/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.

### UK Parent Association

The UK Parent Association believes that students' success is enhanced by well-informed parents and families. The Parent Association invites all parents and guardians of UK undergraduate students to join its membership. Membership benefits include receiving publications such as the *Insider's Guide* handbook for families of new UK students and the *Cat Chat* e-mail newsletter. The Parent Association coordinates events for students and families during K Week and Family Weekend.

The Parent Association is coordinated through the Office of New Student and Parent Programs. The NSPP staff is happy to assist parents and family members with questions and concerns related to their students and UK. For more information on the Parent Association, including how to join and more detailed membership benefits, visit: [www.uky.edu/parents](http://www.uky.edu/parents).

### Office of Substance Education and Responsibility

The mission of the Office of Substance Education and Responsibility is to empower the University of Kentucky and Lexington communities to make healthier and safer lifestyle choices in the areas of alcohol, drugs, and mental wellness. We offer a variety of resources and programs that encourage responsible decision making and thought processes. Two of the office's most recognized programs are AlcoholEdu and Student Wellness Ambassadors. AlcoholEdu is an online alcohol education program that is mandatory

for all non-transfer, first-year students who are under 21 years of age. Students must complete Part One of this program before arriving to campus. Student Wellness Ambassadors is a peer education organization that shares the same mission of the office. The Ambassadors educate their UK peers and serve as mentors to youth in the community. For more information, visit: [www.uky.edu/Substance](http://www.uky.edu/Substance) or call (859) 257-9687.

### 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/DRC/](http://www.uky.edu/DRC/).

## 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 Cats 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 Cats Den. Or enjoy sipping a cup of coffee at Starbucks. The Cats 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 8,200 events with well 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 and is home to one of the branches of the University of Kentucky Federal Credit Union.

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 created 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 community service. All provide learning opportunities and leadership training for participating students and help to create lasting friendships for those involved.

There are over 450 registered student organizations on the UK campus. These include multicultural, governmental, political, honors and leadership organizations, recognition societies, social fraternities and sororities, club sports, departmental/professional organizations and special interest groups like the Black Student Union, Student Veterans Association, Non-Traditional Student Organization and the OUTsource. There are also numerous student organizations that focus on the religious, recreational, community service, media and international needs of students.

For more information about student organizations and campus activities, contact the Center for Student Involvement, 106 Student Center, (859) 257-1109 or visit: [getinvolved.uky.edu](http://getinvolved.uky.edu).

## Leadership Development

The Division of Student Affairs sponsors a variety of leadership programs to complement the academic experience. The Emerging Leader Institute provides first- and second-year students the opportunity to develop leadership skills and expand their understanding of the principles of leadership. Course components include structured experiences in effective communication, ethical decision making, applied leadership styles, empowering others, visioning and project planning, and developing mentor relationships. The institutes are selective in admission and participating students earn academic credit. Applications and course schedules for the institute are available in the Center for Student Involvement (106 Student Center) and online at: [getinvolved.uky.edu/Leadership/ELI/welcome.htm](http://getinvolved.uky.edu/Leadership/ELI/welcome.htm) or [getinvolved.uky.edu](http://getinvolved.uky.edu).

The University Leadership Summit is a year-long leadership experience for outstanding student leaders at UK. This prestigious program 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 Summit will build unity among campus leaders, create a collaborative campus climate, provide basic leadership training, and increase Wildcat pride. More about the University Summit is available online at: [getinvolved.uky.edu/Leadership/Summit/index.html](http://getinvolved.uky.edu/Leadership/Summit/index.html). In order to participate in Summit, students must be nominated by a member of the UK faculty, staff, or current Summit Peer Facilitators.

The Leadership Resource Center has been established to support and enhance the student leadership development programs of UK. All UK students, faculty and staff who are interested in learning more about leadership may check out these reference materials by presenting their UKID cards. The Center houses material resources such as books, videos, workshops, tips, etc., that focus on leadership development issues including leadership skills; leadership theory; recruiting and motivating group members; leadership and gender; service; ethics; and personal development, just to name a few.

In addition, freshmen at UK can get a head start in leadership development by applying for the Leadership Development Program (LDP). Coordinated and facilitated through Student Government, the LDP attempts to build future leaders for the University as it helps participants get involved from the moment they set foot on campus. The Program brings together 40 selected freshmen from throughout campus, and meetings are held bi-weekly throughout the year. Each meeting focuses on a different leadership development topic, including networking, communication, ethics and diversity, just to name a few. Each semester, students also collaborate to complete a community leadership project.

Every year, the Office of Student Involvement hosts the annual Honors and Recognition Awards Program. This campus tradition seeks to recognize the best and brightest students from all across campus through various scholarships, departmental, campus, and community awards.

Established in 2008, The Peer Resource Team (PRT) is a student leadership group who seeks to engage students and unite the campus community. They strive to promote involvement, encourage collaboration between organizations, and educate students about available resources. PRT students reach out to their peers by offering programs, one-on-one consulting, and by helping facilitate involvement sessions with UK 101 classes.

Leadership development at the University of Kentucky continues to grow, and we encourage all students, faculty and staff to learn more by visiting: [getinvolved.uky.edu/Leadership/](http://getinvolved.uky.edu/Leadership/); or by contacting 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, elderly companionship, hunger and homelessness, animal welfare, global issues and youth activities. In addition, the CCO offers large-scale service projects, Alternative Break trips, and educational programming. UK FUSION is a one-day service project that includes over 1,000 students and staff members volunteering at over 100 community agencies in the Lexington area. Alternative Breaks send students on domestic and international trips during spring break, and on weekends to volunteer in other communities. UK DanceBlue 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 during the fall semester.

For more information, stop by 106C Student Center (in the Center for Student Involvement), call the CCO at (859) 257-9385, or visit: [www.ukcco.org](http://www.ukcco.org).

### 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 22 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, cross-country, soccer, swimming, and rifle for men; and basketball, golf, gymnastics, rifle, soccer, swimming, tennis, track, cross-country, 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; provides athletic scholarships for approximately 370 student athletes; and provides grants to the University of Kentucky for academic scholarships.

### OFFICE OF INTERNATIONAL AFFAIRS

The UK Office of International Affairs (OIA) supports the University's global vision by providing leadership, raising awareness, facilitating the pursuit of international education and encouraging global collaborations for the University community and the Commonwealth.

#### Education Abroad at UK

Education Abroad at UK supports students interested in earning academic credit through study, intern and research abroad opportunities. Education Abroad at UK carries programs for every major and every term – spring, summer, fall and winter. The unit assists students with all facets of studying abroad, including choosing a program, facilitating credit transfer, securing financial aid/scholarships, and building on the experience upon return. This unit also partners closely with UK faculty to develop faculty-led education abroad programs. For more information, call (859) 257-4067 or visit: [www.uky.edu/educationabroad/](http://www.uky.edu/educationabroad/).

#### International Student and Scholar Services

International Student and Scholar Services (ISSS) provides a variety of resources for international students and scholars at UK. Services include immigration assistance, orientation activities and guidance related to non-academic concerns and cross-cultural programming for both domestic and international students. Immigration specialists also assist academic departments with the hiring and retention of international personnel and faculty. Moreover, ISSS works with residence life on programming for the Smith Hall Global Village Living-Learning Community and coordinates Lexington's International Hospitality Program. For additional information, call (859) 257-4065.

#### Community Relations

The Community Relations unit of the Office of International Affairs focuses on outreach, supporting UK's commitment to the Commonwealth of Kentucky. The Community Relations team gives presentations to and provides resources for K-12 students and teachers. They facilitate interaction with UK's international students and the Lexington community, particularly in schools. They also field requests for translators, resources and international programming and serve as UK's liaison to Kentucky-Ecuador Partners of the Americas and the United States Peace Corps. For details, call (859) 257-6601.

#### UK Asia Center

The UK Asia Center is an interdisciplinary unit that works with all colleges and the Graduate School at UK – as well as state agencies and communities across the Commonwealth – to foster a broader understanding of Asia. The Center provides leadership and coordination for Asian Studies at UK, develops new education abroad opportunities and scholarships for undergraduates to study in Asia, sponsors numerous events about Asia that are open to the public (lectures, concerts, film screenings), and holds professional development seminars for K-12 teachers. To learn more, call (859) 257-7858.

#### UK Confucius Institute

Established in 2010, the UK Confucius Institute is a center for Chinese language, culture and art. It is Kentucky and UK's gateway to China. It serves as conduit for UK's China Initiatives, provides leadership and support for the Chinese language programs in Kentucky's K-12 classrooms and outreaches to the community. UKCI works closely with UK's various colleges and Education Abroad at UK to strengthen faculty and student exchange programs and Chinese studies programs. The institute is also a resource for the Lexington community. In addition to various annual Chinese cultural events, classes in conversational Chinese, business Chinese and Chinese art and culture are available. Additional services include training for K-12 Chinese language teachers and spring break and summer Chinese culture camps for K-12 students. For more information, call (859) 257-4523 or visit the UKCI Web site [www.uky.edu/confucius](http://www.uky.edu/confucius).

**Office of International Affairs**  
**Bradley Hall**  
**University of Kentucky**  
**Lexington, KY 40506-0058**  
**(859) 257-4067**  
**fax: (859) 323-1026**  
**www.uky.edu/intlaffairs**

## OFFICE FOR INSTITUTIONAL DIVERSITY

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 for Institutional Diversity 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 enhance 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 has a long, illustrious history on the UK campus. Since its establishment in 1987, the King Cultural Center has been a vital cultural/educational resource on the UK campus. The center offers a relaxed but affirming atmosphere designed to enhance the recruitment and retention of students from diverse backgrounds. Now in its third decade of operation, the center has evolved into a cultural and educational resource facility where all students of the university can come together to be enriched through cross-cultural exchange and diverse cultural experiences.

The essence of the center is its annual calendar of high quality cultural/educational programs consisting of lectures, concerts, theatrical and dance performances, film and video screenings, as well as exhibits and workshops. These programs have enriched the university experience for thousands of students, faculty, staff and members of the greater community. For more information, visit: [www.uky.edu/MLKCC](http://www.uky.edu/MLKCC).

### Center for Academic Resources and Enrichment Services (CARES)

CARES offers academic support services and enrichment opportunities that enhance the student's undergraduate experience. The overall program goals are to increase the retention and graduation rates of students traditionally underrepresented in post-secondary education, including African American, Latino, and Native American students.

The Center's services and programs include tutoring, study groups, academic planning and monitoring, career exploration and networking opportunities, personal development workshops, graduate school information and preparation and the Freshman Summer Program (FSP), a six-week academic enrichment program.

For additional information, call (859) 323-6347 or stop by CARES. Beginning fall 2012, CARES is located in 104 McVey Hall (prior to fall 2012, CARES is located at 660 South Limestone). You may also visit us at: [www.uky.edu/diversity/cares](http://www.uky.edu/diversity/cares), follow us on Twitter @UK\_CARES, or Like Us on Facebook.

## 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; call (859) 257-9797 to request an application be mailed to you, or for additional information; or visit our Web site at: [www.uky.edu/Diversity/SSS/](http://www.uky.edu/Diversity/SSS/).

## 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.

## Health Colleges Institutional Diversity

As part of the network of the Office of Institutional Diversity, this office works towards promoting collaboration among administration, faculty, staff and students in earnest pursuit of UK's diversity goals. The mission is to sustain and nurture a diverse, caring and inclusive environment for all students to achieve academic excellence. To help accomplish this vital goal, the Health Center Student Diversity Services office serves to facilitate the recruitment, retention and professional development of underrepresented students in the professional healthcare programs of Dentistry, Health Sciences, Medicine, Nursing, Pharmacy and Public Health. Throughout the year, programs, workshops and activities are planned to provide leadership on diversity issues, exposure to professional experiences and academic support to students seeking admission as well as to those already enrolled in a health professions degree. The overall goal is to help students to welcome different points of view and belief systems while examining and refining their own so that they become a more culturally competent healthcare provider.

## PROFESSIONAL SERVICES

### University of Kentucky Counseling Center: Consultation and Psychological Services

The UK Counseling Center: Consultation and Psychological Services (UKCC) 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 procrastina-

tion. 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 discussions are confidential. Individual assessment and inventories related to personality and career interests may be used to aid in self-understanding. Testing is available only upon referral by a Center staff clinician.

The Counseling Center maintains an active outreach program, offering workshops and lectures to students, faculty, staff and community audiences 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.

Counseling Center services are available free of charge to students paying for at least six credit hours at the University of Kentucky during the current semester. To be eligible for our services in the summer, you must meet two criteria: be enrolled at UK during the previous spring semester **and** preregistered 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 Center offers an initial assessment to all students eligible for services. However, the Counseling 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 other treatment resources following an evaluation.

For information about making an appointment, call (859) 257-8701 between 8 A.M. and 4:30 P.M., Monday through Friday. Referral from another campus agency is not necessary. The Counseling Center is located in 201 Frazee Hall, next to the Student Center.

### The James W. Stuckert Career Center

The 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. Stuckert staff members 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 and interests.

Through individual appointments and group workshops, students are assisted 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.

Students are encouraged to explore careers first-hand by taking part in the UK Alumni Career Network. Shadowing gives students the opportunity to follow working professionals for all, or part, of a day to learn more about careers of interest. These relationships allow students to develop on-going contacts with professionals in their fields of interest.

Students may apply for internships to gain experience and sometimes academic credit by working in businesses, agencies, or other settings pertinent to their academic majors or career goals which will result in more in-depth experiences. Positions are usually semester-based; 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 local, national or international locations. Internships may be planned for academic credit and/or compensation, in compliance with individual employers' specifications and faculty sponsorship.

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 and several computer stations to assist students in their career decisions and job searches. Vault's Career Insider, an unlimited and comprehensive online career resource accessible from the Center's Web site at: [www.uky.edu/CareerCenter](http://www.uky.edu/CareerCenter), is accessible through *Wildcat CareerLink* for students and alumni seeking 24/7 career services.

The Stuckert Career Center offers a variety of career fairs, employer information sessions and networking receptions throughout the year as students begin seeking full-time, career-related employment. Students registered 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. Detailed information about our programs and services is available 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. Hours are available to discuss quick questions with career staff members are Monday through Thursday, 11 A.M. to 3 P.M. during the fall and spring semesters; holiday and summer hours will vary.

### The Office of Undergraduate Research

The Office of Undergraduate Research provides coordination, leadership and support for the many programs at the University of Kentucky designed to promote undergraduate research, scholarship, and creativity. The office is the starting point for **any** undergraduate student desiring to include mentored research in their undergraduate experience. Our Web site will familiarize mentors and students alike with the many and varied opportunities provided by the office, and by related programs and activities on campus and beyond focused on undergraduate research and undergraduate student excellence. A prominent service orchestrated by the Office of Undergraduate Research is the pairing of faculty mentors with undergraduate protégés to create a formalized, meaningful research experience across disciplines. Other services and opportunities include:

- UGRP – Pairing of undergraduate protégés with faculty mentors to create a formalized, meaningful scholarly or research experience
- Research travel funding for students accepted to present at national conferences/meetings
- Summer Research and Creativity Grants
- Publication opportunities for undergraduates (*Kaleidoscope*)
- SPUR, a student organization that promotes undergraduate research and opportunities to fellow students
- Annual Showcase of Undergraduate Scholars
- Posters-at-the-Capitol (presentation opportunity to State Legislatures)

Also, the University of Kentucky will host the National Conference on Undergraduate Research (NCUR) ([www.ncur.org/](http://www.ncur.org/)) in spring 2014.

For more opportunities, visit us at: .

For more information, contact the Office of Undergraduate Research at (859) 257-0049; visit us at: [www.uky.edu/UGResearch](http://www.uky.edu/UGResearch); or e-mail us at: [ugresearch@uky.edu](mailto:ugresearch@uky.edu).

## Adult Student Services

Adult Student Services assists individuals starting or returning to college after several years and current adult students enrolled at the University of Kentucky.

Our goal is to offer 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. Students with questions can go to the Office of Undergraduate Admission, 100 Funkhouser, or contact the Office using the information below. All scholarship information is available in the Office of Academic Scholarships.

For more information or questions:

**Adult Student Services**  
**100 Funkhouser Building**  
**University of Kentucky**  
**Lexington, KY 40506-0054**  
**(859) 257-2000**  
**Toll-Free: 1-800-900-4685**  
**Fax: (859) 257-9594**  
**[www.uky.edu/AdultSS/](http://www.uky.edu/AdultSS/)**

## TRANSCRIPT SERVICES

Before you order a transcript, please read the following:

### Financial Holds

If you have a financial delinquency, the University will not process your transcript request until the delinquency has been cleared. If you have a hold, we will notify you and provide the contact information for you to clear the hold.

### Ordering Transcripts

The University of Kentucky provides three options for ordering transcripts:

#### 1. Online – By Credit Card

The University of Kentucky uses the National Student Clearinghouse to process online transcript requests. This service is available 24 hours a day, 7 days a week, allows you to track your order, and ensures the security of your information and payment. Please note: if you have attachments that need to be sent with your transcript, e-mail [transcripts@uky.edu](mailto:transcripts@uky.edu) for further instructions.

To order and pay online, go to [www.getmytranscripts.com](http://www.getmytranscripts.com) and select "Order College Transcripts".

#### 2. In Person

You may request transcripts at the Registrar's Office, 10 Funkhouser Building, Monday through Friday, 8 A.M. to 4:30 P.M. If you attended UK **prior to 1988**, these requests may take longer to process because your records are on microfilm. For all others, we can normally process your request immediately. Please bring the following with you:

- Picture ID
- \$10.00 per transcript, payable by cash, check, money order or credit card
- **Please note:** the University is closed most holidays and during the break between Christmas and New Years. If you need to request a transcript when the University is closed, you may order online (see #1 above).

#### Pick Up by Person Other Than Student

The University will not release a transcript to another individual unless we receive a signed statement from the student providing the complete name of the individual who will pick up the transcript. This individual must also bring a picture ID when they come to pick up the transcript.

#### 3. By Mail

To order by mail, go to: [www.uky.edu/Registrar/docs/transc01.pdf](http://www.uky.edu/Registrar/docs/transc01.pdf) and print the form. Complete the information, sign the request and mail to the address listed on the form. Do not fax the request. Submitting requests without adequate information will cause a delay in processing. Please be sure to include a check or money order made payable to the University of Kentucky for each transcript ordered. The cost is \$10.00 per transcript. If you wish to pay by credit card, you may order online (see #1 above).

#### Special Mailing and Electronic Transcripts

For information and instructions on special mailing options, view the Transcript site at: [www.uky.edu/Registrar/Transcripts.htm](http://www.uky.edu/Registrar/Transcripts.htm)

We are not responsible for delays in delivery by the Post Office. Prices are subject to change by the USPS.

#### To Check the Status of a Transcript Request

If you ordered your transcript online, you may track your request online at [nslc.org](http://nslc.org) using the tracking number you received in your confirmation e-mail.

To track a transcript ordered by mail, e-mail [transcripts@uky.edu](mailto:transcripts@uky.edu).

## Other Transcripts

### Transcripts from the Colleges of Medicine or Dentistry

Transcripts for professional programs in the Colleges of Medicine and Dentistry must be ordered directly from those colleges. For information, see:

College of Medicine:

[www.mc.uky.edu/meded/student\\_affairs/Alumni.asp](http://www.mc.uky.edu/meded/student_affairs/Alumni.asp)

College of Dentistry:

[www.mc.uky.edu/dentistry/alumni/transreq.html](http://www.mc.uky.edu/dentistry/alumni/transreq.html)

### Community College or Fort Knox Records

Students who have attended any of the Kentucky community colleges (KCTCS) should contact the college they attended, even if the college was part of the University of Kentucky at the time they attended.

The University maintains the academic records for students who attended Northern Community College through 1972. Students who attended after 1972 should contact Northern Kentucky University for their records.

The University maintains the academic records for students who attended Fort Knox through 1988. Students who attended after that time should contact Elizabethtown Community and Technical College.

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

# 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 Services	830 South Limestone St.	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>Alcohol Information</b>			
	Substance Education and Responsibility	567 POT	257-9687
<b>Athletics</b>			
Intramural and Extramural	Director, Campus Recreation	177 Johnson Center	257-3928
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	A-113 Joe Craft Center	257-1818
<b>Attendance</b>			
(see Absences)			
<b>Automobile</b>			
(see Traffic)			
Campus Recreation	Campus Recreation	177 Johnson Center	257-3928
<b>Check Cashing</b>			
Medical Center	Financial Services	H102 Hospital	323-5601
<b>Common Reading</b>			
	New Student and Parent Programs	567 POT	257-6597
<b>Counseling</b>			
Academic	Academic Advisor		
	Counseling Center	301 Frazee Hall	257-8701
Activities	Student Activities Office	203 Student Center	257-8867
Financial	Director of Financial Aid	128 Funkhouser Bldg.	257-3172 ext. 242
Health	Student Health Services	830 South Limestone St.	323-5823
Personal	Counseling Center	301 Frazee Hall	257-8701
	Student Behavioral Health Services	830 South Limestone St.	323-5511
Vocational	Counseling Center	301 Frazee Hall	257-8701
	James W. Stuckert Career Center	Stuckert Bldg., 408 Rose St.	257-2746
Women	Undergraduate Studies	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 Services	830 South Limestone St.	323-5823
	Counseling Center	301 Frazee Hall	257-8701
	Substance Education and Responsibility	567 POT	257-9687
Emergency Treatment	University Medical Center	Emergency Room	323-5901
<b>Employment</b>			
Career Placement	James W. Stuckert Career Center	Stuckert Bldg., 408 Rose St.	257-2746
Student (part-time)	Student Employment	103 Scovell Hall	257-8894
Teacher Placement	College of Education	104 Taylor Education Bldg.	257-1857
Work-Study	Office of 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	177 Johnson Center	257-3928
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
Camahan 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	721 Press Ave.	257-5757
Patterson Office Tower (18th Floor - restricted)	Executive Vice President for Finance and Administration	107 Main Bldg.	257-1841
Seaton Center	Campus Recreation	177 Johnson Center	257-3928
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 Account Services	18 Funkhouser Bldg.	257-3406
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**Financial Aid**

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

Fraternity Advisor	575 POT	257-3151
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**Graduation Ceremonies**

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

Payment	Student Account Services	18 Funkhouser Bldg.	257-3406
Information	Student Health Services	830 South Limestone St.	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
Off-Campus	Off-Campus Student Services	513 POT	257-3754
Payment of fees	Student Account 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	830 South Limestone St.	323-5823
Johnson Center	Campus Recreation	177 Johnson Center	257-3928

**K Week**

New Student and Parent Programs	567 POT	257-6597
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**Loans**

Office of 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 Account Services	18 Funkhouser Bldg.	257-3406

**Medical Services**

General Information and main telephone number	Student Health Services	830 South Limestone St.	323-5823
Illness or accident	Student Health Services	830 South Limestone St.	323-2778
Drug information	Student Health Services	830 South Limestone St.	323-5823 ext. 281
Contraception Services	Student Health Services	830 South Limestone St.	323-5823 ext. 280
Billing	Student Health Services	830 South Limestone St.	323-5823 ext. 233
Insurance	Student Health Services	830 South Limestone St.	323-5823 ext. 230
Administrator	Student Health Services	830 South Limestone St.	323-5823
Personal Counseling	Student Health Services	830 South Limestone St.	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	Center for Academic Resources and Enrichment Services	660 S. Limestone St.	323-6347
Student Support Services	Student Support Services Office	103B Alumni Gym	257-9797

## Student Services and Activities

<b>Off-Campus Students</b>	Off-Campus Student Services	513 POT	257-3754
<b>Organizations and Clubs</b>	Student Organizations	106 Student Center	257-1099
<b>Orientation</b>			
Advising Conferences	Registrar's Office	100B Funkhouser Bldg.	257-3256
K Week (Fall Welcome Week)	New Student and Parent Programs	567 POT	257-6597
K2 (Spring Welcome)	New Student and Parent Programs	567 POT	257-6597
<b>Parent Association</b>	New Student and Parent Programs	567 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.	257-9786
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	100H Funkhouser Bldg.	257-4198
Financial Aid	Office of 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>			
Learning Skills	Counseling Center	301 Frazee Hall	257-8701
Student Support Services	UK 101	567 POT	257-6597
	Counseling Center	204 Frazee Hall	257-6959
	Student Support Services Office	103B Alumni Gym	257-9797
<b>Testing</b>			
Aptitude	Counseling Center	301 Frazee Hall	257-8701
Personality	Counseling Center	301 Frazee Hall	257-8701
Vocational	Counseling Center	301 Frazee Hall	257-8701
University Testing Program	Counseling Center	201 Frazee Hall	257-8703
<b>Tickets</b>			
Athletic - General	Ticket Office	A-113 Joe Craft Center	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	721 Press Ave.	257-5757
Parking permits	Parking	721 Press Ave.	257-5757
Emergency	University Police	305 Euclid Ave.	911
Off Campus	Metro Police	150 E. Main St.	911
<b>Tutoring</b>			
	Counseling Center	301 Frazee Hall	257-8701
	Student Government Association	120 Student Center	257-3191
	Center for Academic Resources and Enrichment Services	660 S. Limestone St.	257-6347
	Student Support Services	103B Alumni Gym	257-9797
<b>Withdrawal</b>			
University, courses	Registrar	10 Funkhouser Bldg.	257-7157
	Dean of College		