



UIS Student Handbook 2019-2020





Campus Buildings

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

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

Student Housing

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

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

Athletics/Recreation Locations

- 27 Baseball Diamond
 - 28 Kiwanis Stadium
 - 29 Softball Complex
 - 30 Rec Park
- Public Parking
 Bus Stop
 Shakespeare Garden
 The Young Lawyer Lincoln Sculpture
 UIS Restored Prairie
 UIS Field Station at Lake Springfield

2019-2020 UIS Student Handbook

Welcome to the University of Illinois Springfield!

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

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

University of Illinois Board of Trustees

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

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

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

Administration

Dr. Susan J. Koch is the chancellor of the University of Illinois Springfield.

[Meet the Chancellor](#)

The UIS Administration includes three main divisions:

[Chancellor's Division](#)

[Academic Affairs Division](#)

[Student Affairs Division](#)

Access and Equal Opportunity

[Access and Equal Opportunity:](#)

[An Advocate for Student Success and Well-Being](#)

Deanie Brown, J.D., is the Associate Chancellor for Access and Equal Opportunity at UIS and is responsible for monitoring campus compliance with non-discrimination policies, receiving complaints of sexual or racial harassment or discrimination, and for developing intercultural competency and awareness. She is also the UIS Title IX Officer.

[Affirmative Action Statement](#)

[University of Illinois Nondiscrimination Statement](#)

University of Illinois Ethics Office

[Ethics Office, University of Illinois](#)

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

Academic Units, Research and Honors Opportunities

[Business & Management, College of](#)

The College of Business and Management offers rigorous and comprehensive curricula in accountancy, business administration, economics, finance, healthcare informatics, management, management information systems, marketing and sport management. Our focus on experiential learning and real-world exemplars prepare students for success in a business climate of constant change.

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

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

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

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

[Public Affairs and Administration, College of](#)

The College of Public Affairs and Administration is dedicated to the belief that effective public affairs education, significant public affairs scholarship, and active service to the community will improve government and public policy in Illinois, the nation and the world.

[Center for State Policy & Leadership](#)

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

[Graduate Education](#)

We offer a variety of master's degrees and certificates, as well as one doctoral program.

[Student Technology, Arts & Research Symposium \(STARS\)](#)

Coordinators seek arts, research to showcase

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

[UIS Brookens Library](#)

Brookens Library is here to help you succeed!

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

Librarians are available to help you find sources, navigate the research process, and make the most of library resources and services. They offer one-on-one research consultations, both online and in-person; they create [Research Guides](#) that provide specific research help for each major; and they deliver library skills training. Whether you prefer quiet, reflective study or collaborating with a group, Brookens has a variety of study spaces to suit your needs. Wi-Fi is available throughout the building, so bring your own laptop or tablet. Connect with Brookens Library in person or [online](#), or by following the Library on [Twitter](#), [Facebook](#), and [Instagram](#).

[Capital Scholars Honors Program](#)

Honors-Level Program at UIS

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

Variety of Academic Support, Tech and Book Services

[Academic Integrity](#)

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

[What is academic integrity?](#)

[All about plagiarism](#)

[Violation examples](#)

[How do students maintain academic integrity, ensuring honest and genuine college work?](#)

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

[International Programs:](#)

Exciting Student Study Away Opportunities for Short-Term, Semester, All Year

Costs of studying abroad are comparable to studying at UIS. There are a variety of ways to pay for studying abroad, including scholarships, financial aid, and loans.

[Internships and Prior Learning:](#)

Aligning Academic Credit, Work Experience for Study

Programs assist students in finding internships and earning academic credit for prior work experience, among other activities.

[Learning Hub:](#)

Offering Assistance Through Tutoring, Other Activities

The Learning Hub staff help students understand what they need to do to improve their assignments.

[OASIS, Office of Advising Services, Information, and Support: Academic Advising](#)

Staff provide advising for freshmen, some sophomores, and undeclared majors.

[Bookstore:](#)

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

[Textbooks & Course Materials](#)

[Digital Course Materials](#)

[Cash for Books](#)

[Frequently Asked Questions](#)

[ITS Client Services](#)

Call, text, email, visit, or live chat

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

[WebStore, Software](#)

Significant discounts on software applications available

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

Student Services

Division of Student Affairs

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

Career Development Center

Prepare - Connect - Succeed

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

<https://www.uis.edu/career/> (217) 206-6508, SAB, Room 50

Counseling Center

Free, confidential place to talk

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

<https://www.uis.edu/counselingcenter/> (217) 206-7122

Cox Children's Center

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

The mission of the Cox Children's Center is "to provide a model of high quality early education and care in a safe, secure, nurturing environment for children of students, employees, and families of the surrounding community."

In addition, the Center environment includes practicum and educational experiences for academic and professional development of UIS students, as well as those from other higher education programs.

<https://www.uis.edu/childcarecenter/> (217) 206-6610

Dean of Students

Serving all UIS students by providing them resources and services to achieve fulfilling college experiences and career development as they progress to graduation.

<https://www.uis.edu/deanofstudents/> (217) 206-8211, FRH 178

Disability Services

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

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

<https://www.uis.edu/disabilityservices/> (217) 206-6666

Diversity Center

Serving all students through multi-cultural, social, and educational activities

The Diversity Center offers educational, social activities, and events that promote an inclusive, multicultural experience. In the unit, there are many entities housed to deliver a well-rounded student experience. We coordinate with the Women's Center, the Necessary Steps Mentoring Program, the Black Male Initiative, and the Hispanic/LatinX Initiative. Along with various support services within the center, we also coordinate many cultural and heritage months, including Black History Month, Hispanic/LatinX Heritage Month, and Women's History Month, to name a few. Additionally, we provide advocacy and support to the campus community by offering university-wide workshops that expose and combat macroaggressions and microaggressions. We work closely with other offices on campus to build coalitions to recruit, support, and retain ethnic minority, first-generation, and other underrepresented student populations. Lastly, but equally as important, our space serves as a student-centered lounge, library, and media lab where students can come to relax, study, and meet new people.

<https://www.uis.edu/diversitycenter/> (217) 206-6333

Financial Assistance

Student employment, financial assistance, scholarships, other resources

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

<https://www.uis.edu/financialaid/> (217) 206-6724

Gender and Sexuality Student Services

The office provides education, advocacy, supportive, safe space, and mentoring for sexual and gender minorities (LGBTQIA+, Two-Spirit), as well as their cisgender and heterosexual allies. The office sponsors many activities throughout the year, including the annual *Closet Door on the Quad* in October; *Day of Silence in the spring*; *small group discussions, such as Fluidity and Shades (for students of color that are LGBTQIA+)*; arts and entertainment events on campus; and educational workshops for cisgender and heterosexual allies, such as *Safe Zone* and the Inqueery student peer educators.

<https://www.uis.edu/gendersexualitystudentservices/> (217) 206-8316

Health Services

Appointments, immunizations, preventive care away from home

This office provides many services related to the health and well-being of UIS students. Health care appointments are provided to students, whether they are full-time or part-time, and whether or not they carry the student health insurance. It is up to the student to submit all receipts to their insurance provider for reimbursement. To avoid a \$35 late processing fee and a hold on your student account, required immunization records must be submitted by your first semester. If your first semester is Fall or Spring, you must submit them by the 10th day of classes. If your first semester is Summer, you must submit them by the 5th day of classes. It is not a requirement for ONLINE ONLY students to provide these records; however, if you are taking one or more credit hours on campus, this is a requirement. Call Health Services to schedule an appointment at 217-206-6676.

Students with the [UIS Student Insurance \(Academic HealthPlans / Blue Cross Blue Shield of Illinois\)](#) can call an after-hours nurse at 1-800-299-0274 with any medical questions or concerns.

<https://www.uis.edu/healthservices/> (217) 206-6676

International Student Services

Services for students from around the world

International Student Services offers many services, from helping students with governmental documents to helping sponsor the annual International Festival, which showcases UIS international students and the culture of their home countries.

<https://www.uis.edu/internationalstudentservices/>
(217) 206-6678

Office of New Student Orientation & Parent Relations

Office of New Student Orientation & Parent Relations assists in transitions for success and retention

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

All new first-year students are required to participate in two mandatory orientation programs: KickStart, an overnight two-day program; and Semester Launch, a three-day program that occurs just prior to the first day of classes. While transfer and graduate students are not required to attend an orientation, students that have participated in one of our programs indicate they felt more prepared to start the semester and more knowledgeable about resources and programs available to them. All new students should visit [our website](#) to download their new student checklist to make sure they do not miss any important deadlines or paperwork. Please contact the Office of NSOPR with any questions or concerns.

<https://www.uis.edu/newstudentorientation/> (217) 206-8181

Student Union

The focal point of campus and student life, the Student Union at UIS is the heart of the university campus

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

- A Student Leadership Center, with spaces for student government, Student Life, and the Volunteer and Civic Engagement Center
- Multiple lounge spaces, large and small, for use by anyone on campus
- Diverse dining options and a Starbucks
- A ballroom/multipurpose room
- Office and building function spaces

<https://www.uis.edu/studentunion/> (217) 206-4782

UIS Connection

UIS Connection is an easy-to-use online resource

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

<https://uisconnection.uis.edu/>

UIS Student Insurance

UIS student insurance is affordable and high quality, accepted at both major hospitals in Springfield and their satellite locations

Insurance Waiver

The Insurance Waiver period for the Academic Year 2019/2020 will open no later than the week of August 12th.

Please allow the Office of Student Insurance processing time to get your information to Academic Health Plans. Your student account must reflect the UIS Student Insurance Assessment of \$866 before you will be able to login to Academic Health Plans to complete a waiver. If you cannot successfully login on first attempt, please reattempt in 5 days. You will have until the posted **deadline of Sept. 25, 2019**, to get your waiver submitted and approved.

Coverage Information

The UIS Student Insurance Plan is an affordable, high-quality insurance program, designed to meet the needs of our students. Any student taking *any* on-campus or blended classes is automatically enrolled in student insurance and assessed a fee each semester, with optional coverage for dependents. If you already have insurance through another provider, you must complete a waiver once per academic year.

Students enrolled in only online courses are not eligible for student insurance. The only exception is during the summer term when students who were assessed the student insurance plan

during the previous spring semester are allowed to “continue” their coverage, even if enrolled only online for summer, or if not taking any courses for summer. To continue their coverage, these students must use a separate form, and make payment to the University cashier, as the insurance cannot be automatically assessed to their student account. The office of Student Insurance maintains this coverage continuation form, and posts it only during appropriate times.

Contact Information

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

UIS Police

Protecting, serving, and providing a safe and secure environment

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

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

Electronic Emergency Alert System available

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

<https://www.uis.edu/police/>

Police Emergency: (217) 206-7777

Police Non Emergency: (217) 206-6690

Veterans Affairs

Welcoming and assisting veterans, military personnel, and their dependents

Veterans, active military personnel, reservists, and military dependents are a vital part of our student community, and we are here to assist you in successfully completing your educational goals. Whether you are returning to the University after putting your education on hold to serve our country, are a veteran who has completed your service, or are a transfer student, our mission is to provide the best assistance possible.

<https://www.uis.edu/about/explore/veterans/> (217) 206-VETS (8387)

Women's Center

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

The Women's Center exists to provide programming and support for students across a wide range of issues that relate to gender, equity, and justice. Our comprehensive, intersectional, and welcoming approach to the community allows for individuals of any background and women-identified students and their allies to feel protected and adequately represented. Our programming and services cover a variety of topics, needs, and special interests that allow for community and engagement to manifest. These programs and services cover, but are not limited to, violence against women, women's empowerment, women's health, and other identities that are plagued by systematic oppression. Overall, the approach of the UIS Women's Center is intended to be intersectional, recognizing that not all of those who may identify as women experience life the same way.

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

<https://www.uis.edu/womenscenter/> (217) 206-7173

Campus Life

Athletics

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

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

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

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

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

<https://uispraiestars.com/>

Dining Services

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

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

<https://www.uis.edu/foodservice/> (217) 206-6768

Residence Life

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

<https://www.uis.edu/residencelife/>

Living in the campus community will be one of the most rewarding experiences of your college life. The University of Illinois Springfield prides itself on many things. Perhaps most important is our developing sense of a UIS community that is growing on campus

each and every day. Every year, students choose from among four distinct living options – two residence halls, townhouses, and apartments. Residence Life strives to foster personal and academic growth among residents, while providing progressive, collaborative and educational experiences. Our goal is to provide a safe, secure, diverse and inclusive living-learning environment for all UIS students.

Living-Learning and Themed Housing Communities

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

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

Leadership for Life Service Program (L4L) is a service and leadership program with a first-year living-learning community. The purpose of this program is to provide a positive environment through which students can take the first steps toward a lifelong commitment to community involvement and engagement. First-year students admitted to L4L live together, take a class together, and commit to doing service together. After freshmen year, L4L members continue in the program and have opportunities to take leadership roles in creating and leading service projects. Both CAP Honors and academically-oriented traditional students may share the L4L lifestyle on this wing.

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

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

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

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

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

Residency Requirement Policy: all single freshmen and sophomore students under age 21, not residing with parent(s) or legal guardian(s) within a 40-mile radius of the Springfield campus, and having earned fewer than 60 UIS recognized credit hours in two full years after completing high school are required to live on-campus, unless otherwise exempted per policy. In addition, all newly entering campus

participants with IEP or ESL status are also required to live on-campus for one academic year, unless otherwise exempted per policy.

Email: reslife@uis.edu

<https://www.uis.edu/residencelife/> (217) 206-6190

Campus Recreation

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

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

<https://www.uis.edu/campusrec/> (217) 206-7103

Student Life

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

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

• Student Organizations

<https://www.uis.edu/studentlife/> (217) 206-4762

Greek Life

Sororities and fraternities part of Student Life at UIS

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

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

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

<https://www.uis.edu/greeklife/> (217) 206-8539

Student Government Association

SGA serves campus, provides leadership and other opportunities to members

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

Student Government: <https://www.uis.edu/studentlife/>
(217) 206-4762

Volunteering, Volunteer and Civic Engagement Center

Motto is “learning and leading by serving”

The Volunteer Center offers an array of service opportunities on and off-campus to students, faculty, staff and others.

<https://www.uis.edu/volunteer/> (217) 206-7716

Culture, Media, Music and Theatre

ECCE Speaker Series

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

UIS Performing Arts Center

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

UIS Music

Students of many majors participate

The UIS Music program welcomes students from all majors and colleges within the University to take classes in ethnomusicology, music history, music theory, music technology, and music performance.

<https://www.uis.edu/music/> (217) 206-6240

UIS Theatre

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

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

Foreign and Independent Film Series

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

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

Visual Arts Gallery

Site showcases work of professional and student artists

The Visual Arts Department extends learning beyond the classroom and studios by sponsoring exhibitions in the UIS Visual Arts Gallery located on the second floor of the Health and Sciences Building. Students attend openings and workshops and gain experience in viewing works by a variety of professional artists. Graduating students will present their senior exhibitions in the gallery.
<https://www.uis.edu/visualarts/gallery/> (217) 206-6240



NPR Illinois | 91.9 UIS

Public Radio from the University of Illinois Springfield

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

Student Newspaper

The Journal offers variety of opportunities for students

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

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

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

Taking Care of Business

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

i-card

I-card is the official UIS identification card

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

Records and Registration

Records and Registration University/Campus Policies

The Office of Records and Registration (also known as the Office

of the Registrar) consists of a number of units responsible for a variety of duties

Commencement Ceremony

Degree Audits

Graduation (Degree/Certificate Completion)

Records

Registration

Tuition/Fees/Assessments (Costs)

Student Financial Services/Student Accounts (USFSCO)

USFSCO Manages student account transactions

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

Student Policies, Reports and Procedures

Alcohol and Other Drugs – A Policy and Resource Guide for UIS Students and Employees (pdf) – A Policy and Resource Guide for Students and Employees at the University of Illinois at Springfield

Campus Safety Policy and Resource Guide for UIS Students and Employees (pdf) – The University is committed to providing the safest environment possible for work and study. Part of that commitment involves providing information about campus security to current as well as prospective students and employees. This report, prepared in compliance with the Crime Awareness and Campus Security Act of 1990, outlines the University's security policies and discloses campus crime statistics.

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

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

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

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

UIS Annual Security and Fire Safety Report – This report includes crime statistics and residence hall fire statistics for the past three years, and it also includes institutional policies concerning campus security

and other crime-prevention information. The report is intended to promote your own awareness of safety, to learn about campus resources regarding prevention of and responses to certain incidents and crimes, and to make our safe campus an even safer place.

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

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

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

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

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

<https://www.uis.edu/studentaffairs/wp-content/uploads/sites/121/2013/05/UIS-NONDISCRIMINATION-POLICIES-2017.pdf>

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

<https://apps.uillinois.edu/>

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

From the Office of Access and Equal Opportunity:

UIS Office of Access and Equal Opportunity/Title IX Coordinator –

The UIS Associate Chancellor for Access and Equal Opportunity helps foster a welcoming campus climate in support of students’ success. Access and Equal Opportunity addresses complaints of

discrimination, harassment, and sexual misconduct and advises the campus on equity issues and also on accommodations for students, faculty, and staff with disabilities.

Access and Equal Opportunity is a resource for all students, including students of color, international students, nontraditional students, students from rural backgrounds, students with religious interests, and students who are gay, lesbian, and transgender. The Office provides educational awareness and prevention programming and workshops and collaborates with other units on inclusion and diversity, including the Diversity Center, the Office of the Dean of Students, International Student Services, and the ECCE Program.

The Associate Chancellor for Access and Equal Opportunity is the Americans with Disabilities Act (ADA) Campus Compliance Coordinator and the Title IX Coordinator. Title IX is a UIS policy and U.S. law that includes rights and resources for victims of sexual assault and other sexual misconduct, including sexual harassment, dating and domestic violence, stalking, and rape.

This office receives reports and addresses complaints of Title IX violations and also assists victims with campus and off-campus resources, including scheduling counseling appointments and working with UIS faculty, administrators, and UIS Campus Police to provide interim safety and academic success measures.

Human Rights Policy – As an institution dedicated to the improvement of the human condition collectively and individually through higher education, the University of Illinois at Springfield is fully committed to human rights in all of their various forms. This policy of human rights is adopted in pursuit of the realization of this commitment.

Sexual Harassment Policy – The University of Illinois at Springfield will not tolerate sexual harassment and is committed to providing and preserving an atmosphere free from harassment in any form. All employees and students have the right to work and study in an environment free from sexual harassment. Sexual harassment is a violation of professional ethics and impedes the primary function of a university.

Title IX

Title IX Coordinator

- [Emergency Resources](#)
- [FAQs](#)
- [Report an Incident](#)
- [Rights and Options](#)
- [Title IX and Sexual Misconduct Policy](#)
- [Title IX Complaint Procedures](#)
- [Definitions](#)
- [Training and Prevention](#)
- [UIS Links](#)
- [Contact](#)
- [Site Map](#)

Residence Life Community Handbook

The Department of Residence Life’s policies and procedures are updated annually and can be found within the [Community Handbook](#).