



OKLAHOMA STATE UNIVERSITY

Student Resource Guide

2016-2017

<http://studentaffairs.okstate.edu/>

This guide contains information on some of the most frequently sought campus resources. For more information, contact the Office of the Vice President for Student Affairs at 405-744-5328.

ACADEMIC RESOURCES

Academic Advisors

All students will benefit by conferring with an advisor on a regular basis. If you do not know your advisor, talk to the Student Academic Services Director for your college.

Computer Labs

A complete description of computer labs and hours of operations are available at the website:

<https://it.sharepoint.okstate.edu/TechnologySupport/DeskSide/default.aspx>. Lab information is also available by calling the Information Technology Help Desk, 405-744-HELP (4357).

Edmon Low Library Hours

405/744/9775 or 405-744-9741

Text 405-592-4128

www.library.okstate.edu

| | |
|-----------------|----------------------|
| Sunday | Opens at 9:00 AM |
| Monday-Thursday | Open 24 hours |
| Friday | Closes at 10:00 PM |
| Saturday | 9:00 a.m. – 10:00 PM |

*For holiday and intersession hours, check:

<http://www.library.okstate.edu/services/hours.htm>

*Contact the following for information on hours of operation:

| | |
|------------------------------|--------------|
| Architecture Library | 405-744-6047 |
| Curriculum Materials Library | 405-744-6310 |
| Veterinary Medicine Library | 405-744-6655 |

Foreign Language Placement Test

206 Gunderson Hall/405-744-9547

<http://fllcourses.okstate.edu/placement-exams>

Two 28-user labs fully equipped with personal computers and listening/recording devices are available. Students may practice vocabulary building and grammar in the target language.

Contacting a Faculty Member

If you have questions regarding your class, talk to your instructor.

If you cannot locate this information, speak with your instructor either prior to or immediately following your class or check with the departmental office on when the instructor is available.

Scholar Development and Undergraduate Research

119 Student Union/405-744-6604

<http://financialaid.okstat.edu>

Over 80 percent of Oklahoma State University students received scholarships, grants, work and low-interest loans totaling over \$320 million last year. Contact the Office of Scholarships & Financial Aid to apply for financial aid or to meet with a financial aid counselor.

University Assessment and Testing

107 University Assessment and Testing Building/405-744-5958

<http://uat.okstate.edu/>

Campus and national tests as well as testing accommodations are provided.

Office of Student Disability Services

315 Student Union/405-744-5488

<http://lcl.okstate.edu>

Students who think they have a qualified disability which requires accommodations should notify the Office of Student Disability Services

Discipline Specific Tutoring

Academic Development Center

Kerr-Drummond Mezzanine/405-744-5905

<http://reslife.okstate.edu/vac>

Tutoring and supplemental instruction are available on select weekday, weekend, and evening hours.

Accounting

416 Business Building/405-744-2863

Walk-in tutoring is available for ACCT 2103, 2203, and 3103. See <https://spears.okstate.edu/accounting/ace/> for hours of operation.

Biology & Zoology

303 Life Sciences West

<http://biol1114.okstate.edu>

Tutoring is provided for BIOL 1114.

Chemistry

453 Physical Science/405-744-9046

Tutoring for chemistry classes is available.

Civil & Environmental Engineering

315 Engineering South/405-744-9308

Tutoring for Statistics and Strength of Materials is given on Tuesday evenings from 7:00 p.m.-9:00 p.m.

Eta Kappa Nu Electrical and Computer Engineering Honor Society

010 Engineering South/405-744-4910

<https://campuslink.okstate.edu/organization/eta-kappa-nu>

Tutoring is provided by Eta Kappa Nu membership for Circuits, Network Analysis, and Electronic Devices.

Foreign Languages

205 Gunderson Hall/405-744-5826

<http://fllcourses.okstate.edu/language-lab>

Tutoring is offered for French, German, Latin/Greek, Japanese, Russian, and Spanish courses.

Graduate Research and Writing Lab

Contact: Victor D. Baeza/victor.baeza@okstate.edu/405-744-1241

Contact: Dr. Rebecca Damron/rebecca.damron@okstate.edu/405-744-9365

<http://info.library.okstate.edu/RLS/grads>

Tutoring is available evenings from 5:00 p.m.-8:00 p.m. on Monday and Tuesday for current OSU graduate students.

History

101 S Murray Hall/405-744-5680

<http://history.okstate.edu/contact>

Tutoring is given for Survey of History and upper division courses.

Mathematics Learning Success Center

5th Floor Edmon Low Library/405-744-5818

<http://www.math.okstate.edu/>

Tutors are available to answer questions for classes ranging from Beginning Algebra through Calculus II. Tutoring for Differential Equations and Linear Algebra is offered at specific times.

Physics

052 Physical Sciences

<http://physics.okstate.edu>

Tutoring is available for all general physics courses. See website for up-to-date information on tutoring schedules and information.

Statistics

326 MSCS Building/405-744-5684

Tutoring is available for statistics courses. Contact the Statistics Learning & Instructional Center for more information.

Writing Outpost

102 Q, R, S Edmon Low/405-744-6671

<http://osuwritingcenter.okstate.edu>

30-minute walk-in consultations for writing projects are offered on a first come-first served basis on Monday-Thursday evenings 7:00 p.m.-10:00 p.m.

Writing Center

440 Student Union/405-744-6671

<http://osuwritingcenter.okstate.edu>

The Writing Center helps writers throughout the composing process; plan to visit early and often throughout the semester, not just the day before an assignment is due. Tutors work with students to improve brainstorming, organizational, and composing techniques.

Writing Center West

103 Ag Hall

<http://osuwritingcenter.okstate.edu>

30-minute walk-in consultations for writing projects are available Monday-Friday from 11:30 a.m.-2:30 p.m.

For other comments and inquiries, please contact academics@okstate.edu.

ACADEMIC SUPPORT RESOURCES/TUTORING BY COLLEGE**Learning & Student Success Opportunity (LASSO) Tutoring Center**

021 Classroom Building/405-744-3309

<https://lasso.okstate.edu/>

LASSO offers free individual tutoring for a variety of courses.

Student Academic Services Centers**Agricultural Sciences & Natural Resources**

136 Agricultural Hall/405-744-5395

Contact: casnr@okstate.edu

<http://casnr.okstate.edu/students/ssc>

Academic support and career guidance resources are available for CASNR students.

Arts & Sciences

213 Life Sciences East/405-744-5658

Contact: Dr. Amy Martindale

<http://casstudents.okstate.edu/>

Academic support and career guidance resources are available for Arts & Sciences students.

Education

106 Willard Hall/405-744-6350

Contact: Leslie Evans

<http://education.okstate.edu/watson>

Academic support, advisement and career counseling is available to all education majors.

Engineering, Architecture and Technology

110 Engineering North/405-744-5276

Contact: Lance Millis

<https://studentservices.okstate.edu/advising>

Academic advising and career services are available for all CEAT students. Tutoring is offered for general math, science, and engineering courses.

Human Sciences

101 Human Sciences/405-744-2772

Contact: Kristi Seuhs

<http://humansciences.okstate.edu/current-students>

Academic support and career guidance resources are available for Human Sciences students.

Spears School of Business

103 Business Building/405-744-2772

Contact: Marissa McIntyre

<http://spears.okstate.edu/ss/>

Academic advisement is provided for freshmen through seniors in all business major areas.

University College Advising

214 Student Union/405-744-5333

Contact: Missy Wikle

<https://uca.okstate.edu/>

University College Advising has academic advisors to help with your academic needs, whether planning your semester schedule, teaching your First-Year Seminar class, looking at degree options, or helping to bridge the gap between student life and academic success. Call or visit the office anytime Monday through Friday, between 8:00 a.m. and 5:00 p.m.

FINANCES**Scholarships & Financial Aid**

119 Student Union/405-744-6604

<http://financialaid.okstate.edu>

Over 80 percent of Oklahoma State University students received scholarships, grants, work, and low-interest loans totaling over \$320 million last year. Contact the Office of Scholarships & Financial Aid to apply for financial aid or to meet with a financial aid counselor.

OSU Bursar Office

113 Student Union/405-744-5993

<http://bursar.okstate.edu/>

The Bursar Office bills and collects tuition, fees, campus housing, and other university related charges. The Bursar Office also processes and disburses all federal and campus-based funds to students' bursar accounts and refunds any overpayments on students' bursar accounts.

Veteran Benefit Services

322 Student Union/405-744-6343

<http://registrar.okstate.edu/Veteran-Benefit-Services>

This office provides information and assistance in completing the appropriate forms to apply for educational benefits through the U.S. Department of Veterans Affairs and through the State of Oklahoma.

Student Employment (Career Services)

360 Student Union/405-744-5253

<http://hireosugrads.com>

Locate your College's Career Consultant on the Career Services website.

STUDENT SUPPORT SERVICES**Office of Multicultural Affairs**

240 Student Union/405-744-5481

<http://oma.okstate.edu/>

Academic, career, and personal success programs are available. Student organizations representing diverse communities and annual events are

offered.

Transfer Students Services

University College/040 Student Union/405-744-1332

Contact: Amy Cole-Smith

This office provides undergraduate transfer students with a seamless transition to OSU by collaborating with various departments on campus, including the Office of Undergraduate Admissions, the LASSO Center, the Office of the Registrar, and Financial Aid.

Veteran Student Academic Affairs

University College/040 Student Union/405-744-1389

Contact: Rick Hansen

This office works with veteran and military-affiliated students to aid them in their transition from military service to successful careers by ensuring they succeed academically through coordination of support services from both on- and off-campus entities.

Career Services

360 Student Union/405-744-5253

<http://hireosugrads.com>

Locate your College's Career Consultant on the Career Services website.

University Counseling Services

320 Student Union/405-744-5458

<http://www.okstate.edu/ucs/>

Services include: personal counseling; the Alcohol & Substance Abuse Center; and, stress management through the Reboot Center.

Leadership and Campus Life

211 Student Union/405-744-5488

<http://lcl.okstate.edu>

Get involved through student organizations; the Center for Ethical Leadership; International Students & Scholars; Non-Traditional Student Services; and Parent & Family Relations.

Service-Learning Volunteer Center

211G Student Union/405-744-5145

<http://volunteer.okstate.edu/>

Find volunteer opportunities and earn the recognition C.O.R.D. to wear at graduation.

University Health Services

1202 W. Farm Road/405-744-7665

<https://uhs.okstate.edu/>

This outpatient clinic provides a full array of services including allergy and women's clinic, laboratory and x-ray, travel immunizations and physicals.

Wellness Department

Colvin Recreation Center/405-744-5510

Seretean Wellness Center/405-744-9355

<https://wellness.okstate.edu/>

The Department of Wellness provides an array of programs and services for students, faculty, and staff. Group fitness, intramurals, Outdoor Adventure, sports clubs and much more are available.

HOUSING

Housing & Residential Life

100 Iba Hall/405-744-5592

<http://reslife.okstate.edu>

For questions and comments about housing and residential life, contact the Housing administration office.

Fraternity & Sorority Affairs

211J Student Union/405-744-5490

<http://gogreek.okstate.edu/>

For questions and comments about fraternity and sorority

organizations, contact Ival Gregory at ival.gregory@okstate.edu.

Off Campus Student Association

211 Student Union/405-744-7283

<http://www.osuoffcampus.org/ocsa/>

The Off Campus Student Association represents off-campus students in matters of their concern.

SAFETY/DISCRIMINATION

Office of Equal Opportunity

408 Whitehurst/405-744-9153

<https://1is2many.okstate.edu>

OSU is committed to maintaining a learning environment that is free from discriminatory conduct based on race, color, religion, sex, sexual orientation, gender identity, national origin, disability, age or protected veteran status. OSU does not discriminate on the basis of sex in its educational programs and activities. Examples of sexual misconduct and/or sex discrimination include: sexual violence, sexual harassment, sexual assault, domestic and intimate partner violence, stalking, or gender-based discrimination. OSU encourages any student who thinks that he or she may have been a victim of sexual misconduct or sexual discrimination to immediately report the incident to the Title IX Coordinator (405-744-9153) or Deputy Title IX Coordinator (405-744-5470). Students may also report incidents of sexual misconduct or sex discrimination to a faculty or staff member, who is then required by federal law (Title IX) to notify the Title IX or Deputy Title IX Coordinator. If a reporting student would like to keep the details confidential, the student may speak with staff in the Student Counseling Center (405-744-5472).

Student Conduct and Administration

328 Student Union/405-744-5470

<http://studentconduct.okstate.edu>

By enrolling at Oklahoma State University, you accept responsibility for complying with all University policies and contracts, and for local, state and federal laws on- or off-campus that relate to the University's mission. **The Student Code of Conduct** document explains the standards of behavior expected of you, processes in place for enforcing the rules, and the University's response to violations.

In general, the University expects you to respect the rights of others and authorities, represent yourself truthfully and accurately at all times, respect private and public property, and take responsibility for your own actions and the actions of your guests.

OSU Police Department

104 USDA Building/405-744-6523 (nonemergency number)

<https://police.okstate.edu/>

The OSU Police Department offers year-round protection of campus, as well as services such as Safe Walk.

Stillwater Police Department

701 S. Lewis Street/405-372-4171(nonemergency number)

<http://www.stillwaterpolicedept.org/default.htm>

The Stillwater Police Department responds to calls for service in the Stillwater community.

YOUR RECORDS

Office of the Registrar

322 Student Union/405-744-6876

<http://registrar.okstate.edu/>

The Office of the Registrar provides services related to the creation and maintenance of student academic records. We are here to assist students with enrollment, official transcript requests, degree and enrollment verification, updating personal information in the Student Information System, graduation, and other services.

DINING SERVICES

University Dining Services

076 Student Union/405-744-4424

<http://dining.okstate.edu/>

For questions and comments about meal plans or university dining operations, contact University Dining Services.

FOR MORE INFORMATION

go.okstate.edu/apps

The OState app provides a mobile link to campus departments, OSU news, maps, and links to Online Classroom and Community (D2L), Bursar, and SIS, among other resources.

my.okstate.edu

This portal connects students to information about a wide range of campus services, as well as life in Stillwater. The site posts campus announcements, links to student email, the library, and Online Classroom and Community (D2L).

(As of 10/12/2016)