



NURSING EARLY ASSURANCE PROGRAM  
(NEAP)  
STUDENT POLICY AND  
PROGRESSION HANDBOOK

2021 - 2022

*Please Note: Information contained herein is subject to change without notice.*

Revised 08/2021

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**College of Nursing, Office of Student Services**

10 South 2000 East | Salt Lake City, UT | 84112

Phone: 801.587.3194 | Fax: 801.585.9705



Dear Student,

Welcome to the Nursing Early Assurance Program (NEAP) at the University of Utah College of Nursing! I am delighted that you chose to study nursing, and join the most trusted profession in America. With more than 100 specialties, you have many options for a fulfilling professional nursing career.

You will find that the College of Nursing is welcoming, dynamic, and dedicated to student success. The Bachelor of Science in Nursing (BSN) program focuses on preparing nurses to deliver evidence-based, patient-centered, and professional nursing care; promote health and healthy behaviors, use information and technology, influence policy, and improve patient outcomes. After you successfully complete NEAP requirements and prerequisites for the BSN program and enter the prelicensure track of the BSN program, your nursing program of study will include classroom courses, patient care simulations, inter-professional activities, and clinical experiences in a variety of settings. Nationally known for their expertise as educators, scholars, and clinicians, College of Nursing faculty are eager to facilitate your educational journey and help you achieve your educational goals.

It is important that you be familiar with College of Nursing policies, procedures, and resources. Accordingly, I trust that this policy and progression manual will be a comprehensive and useful reference as your progress through your program of study. In particular, I draw your attention to the content related to progression in NEAP, professional behavior, academic integrity, and student services and resources within the college and university.

College of Nursing faculty have planned an exceptional learning experience for you. All the best for a successful program of study!

Kind Regards,

A handwritten signature in black ink that reads 'Marla J. De Jong'.

Marla J. De Jong, PhD, RN, CCNS, FAAN  
Dean, College of Nursing  
Professor

# CONTACT INFORMATION

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# COLLEGE OF NURSING Mission and Vision

The University of Utah's College of Nursing supports the mission and vision of the University, and is an integral part of the University of Utah Health. We serve the public by improving health and quality of life through excellence in nursing education, research, and clinical care.

## VISION STATEMENT

As a College, our vision is to develop leaders in nursing and health care whose actions, discoveries, and voices strengthen and transform the health of individuals and communities worldwide.

## MISSION STATEMENT

The College of Nursing's mission is to advance health through excellence in nursing and interdisciplinary teaching, research, practice, and service.

## BACCALAUREATE PROGRAM OUTCOMES

The baccalaureate program at the University of Utah is designed to reflect the mission and philosophy of the University and the vision, mission, goals, and expected outcomes of the College of Nursing.

Graduates of the baccalaureate program will achieve the following:

1. Deliver safe, evidence-based, patient-centered nursing care.
2. Advocate for the well-being of patients and the profession as leaders and managers.
3. Apply foundations of knowledge in humanities and sciences to professional nursing practice.
4. Collaborate and communicate effectively to improve patient outcomes.
5. Demonstrate professionalism consistent with standards of moral, ethical and legal nursing practice.
6. Utilize information management and technologies to lead safe, quality patient care.
7. Integrate theory and research into evidence-based practice.
8. Recognize that health care delivery and professional nursing practice occur within contexts of social, economic, and political environments.
9. Promote health and healthy behaviors through collaborative population-focused interventions.

The College of Nursing understands that the preparation of professional nurses is grounded in a solid understanding of human behavior and pathophysiologic alterations affecting humans with emphasis on practices that results in increased health of the general population, including underrepresented and culturally and ethnically diverse groups, as well as cost-effective coordinated care. The courses at the baccalaureate level focus on the competencies and skills professional nurse will need in the 21st century.

# STATEMENT OF BELIEFS ABOUT ACADEMIC INTEGRITY

We believe that:

- Faculty and students are individually and mutually responsible for maintaining academic integrity to support a foundation of professional integrity.
- A professional code of conduct is an inherent component of academic integrity.
- Faculty members have a responsibility to model professional teaching and mentoring behaviors.
- Faculty and students are mutually accountable and responsible for maintaining a positive learning environment.
- Faculty and students have a reciprocal commitment and responsibility to identify and report behavior that is not consistent with academic integrity. Examples of reportable behaviors include, but are not limited to plagiarism, unprofessional behavior, cheating, unethical conduct of nursing research, and disruptive behavior.
- These beliefs about academic integrity apply in each and every learning environment.

# POLICIES AND PROCEDURES

## PROGRESSION

The Baccalaureate Admissions and Advancement Committee (BAAC) has the responsibility to review student academic and professional records to determine eligibility for progression and readmission to the program.

### **A. Criteria for progression:**

1. NEAP students are required to complete all coursework at the University of Utah.
2. Letter grades of "C" or better are required in all nursing prerequisite courses.
3. "C-" grades are not acceptable and are considered to be a failing grade.
4. A minimum 3.0 cumulative GPA is required for all prerequisite courses by the student's nursing program start date. GPA will not be rounded. If the student fails to reach the required GPA, they will be dismissed from NEAP and have the option to apply to the pre-licensure track.
5. A minimum 3.0 cumulative GPA is required for all coursework by the student's nursing program start date. GPA will not be rounded. If the student fails to reach the required GPA, they will be dismissed from NEAP and have the option to apply to the pre-licensure track.
6. End of semester grades must be updated on the student's application portal by Friday of the week that grades are posted each semester.
7. Letter grade of "C" or better required in NURS 2400 - Explore Nursing. This course must be completed during the first year in the program (fall or spring) and is not calculated in the cumulative prerequisite GPA.
8. Returned communication within 72 hours of either a voice or email communication to the student from the Faculty Director or Academic Program Manager.

### **B. Academic Action / Academic Misconduct / Academic Sanction**

"Academic action" means the recording of a final grade (including credit/no credit and pass/fail) in a course, on a comprehensive or qualifying examination, on a culminating project, or on a dissertation or thesis. It also includes a decision by the appropriate department or college committee to place a student on academic probation, or to suspend or dismiss a student from an academic program because the student failed to meet the relevant academic standards of the discipline or program. The term "academic action" does not include the decision by a department or program to refuse admission of a student into an academic program. Academic action also does not include academic sanctions imposed for academic misconduct or for professional misconduct.

"Academic misconduct" includes, but is not limited to, cheating, misrepresenting one's work, inappropriately collaborating, plagiarism, and fabrication or falsification of information. It also includes facilitating academic misconduct by intentionally helping or attempting to help another commit an act of academic misconduct (for further

discussion of this section "B", refer to the "Policies Related to Cheating and Plagiarism" section in this document).

"Academic sanction" means a sanction imposed on a student for engaging in academic or professional misconduct. It may include, but is not limited to, requiring a student to retake an exam(s) or rewrite a paper(s), a grade reduction, a failing grade, probation, suspension or dismissal from the program or the University, or revocation of a student's degree or certificate. Refer to the University of Utah Regulations (<http://www.regulations.utah.edu/academics/6-400.html>) for a further detailed discussion. (University Regulations: Policy 6-400 Rev 6: Chapter X, Sections I – VI).

### **C. NEAP students will be placed on academic probation when:**

1. Cumulative GPA or prerequisite cumulative GPA falls below 3.0.
2. A student receives a grade below "C" in a required prerequisite course.
3. A student does not upload end of semester grades in the student's application portal by Friday of the week that grades are posted for each semester.
  - a. If the student is continuing the next semester with prerequisite work and fails to upload grades by the deadline, the student will be placed on academic probation.
4. Communication is not returned within 72 hours of either a voice or email communication to the student from the Faculty Director or Academic Program Manager.

In order to remain in the program, a course receiving a "C-" or below must be retaken the next semester the course is offered, pending space availability. Required prerequisite courses may be retaken once, and no more than two prerequisites may be retaken as a NEAP student. The student will remain on academic probation each semester until their GPA is at or above a 3.0.

Once a student is placed on academic probation, the student is required to meet with the NEAP Faculty Director to check in and their Academic Program Manager in Student Services to create an updated program of study.

### **D. NEAP students will be recommended for dismissal from the program for any of the following:**

1. Receiving a grade of "C-" or less in the same prerequisite course twice.
2. Receiving grades of "C-" or less in 2 prerequisite courses during the student's enrollment in NEAP.
3. Failure to maintain a cumulative GPA and prerequisite GPA of 3.0 by the time the student reaches the semester of their nursing program start date.
4. A student does not upload end of semester grades in the student's application portal by Friday of the week that grades are posted for each semester.

- a. If the student is planning to start the nursing program the next semester and fails to upload their grades by the deadline, the student will be dismissed from NEAP and will not be starting the nursing program.
5. Any instance where a student diverges from the agreements laid out in this handbook.

Dismissal from NEAP is final; however, if dismissal from NEAP occurs because of an academic action, the student, on the recommendation of the Academic Program Advisor, may appeal to the Baccalaureate Admission and Advancement Committee for the right to apply to the undergraduate program. If the student is dismissed from NEAP for academic misconduct, they will not be eligible to apply to the undergraduate nursing program.

## **E. Program of Study & Modification**

NEAP students are required to complete all coursework at the University of Utah.

NEAP students will meet with their Academic Program Manager once during their first semester to plan out their program of study and intended start date for the undergraduate nursing program. The program of study is designed to meet the individual needs of students. Failure to reach a cumulative GPA and prerequisite GPA of 3.0 are not valid reasons to modify your program of study start date.

NEAP students are expected to follow their agreed upon program of study. In order to modify the program of study, a student must consult with the Academic Program Manager in Student Services. Failure to consult with the Academic Program Manager could result in an academic sanction.

If a NEAP student is close to reaching the required prerequisite and/or cumulative GPA before their program start date, they can make a decision to drop from NEAP and apply to the traditional pre-licensure track at any time. The NEAP student cannot be in NEAP while applying to the pre-licensure track.

A NEAP student is considered a prelicensure student once they have received and accepted their formal offer letter. At that point, every expectation of a traditional applicant will apply to the NEAP student, including completion of a background check and drug screen, as well as uploading grades, and following any deadlines given by the Office of Student Services in the College of Nursing.

## **WITHDRAWAL AND LEAVE OF ABSENCE**

### **Withdrawal**

Students in good standing who interrupt their program of study for reasons listed below shall notify, in writing, the Faculty Director and Academic Program Manager of their intent to withdraw and anticipated date of return. Notification is required a full semester prior to the intended semester of re-entry.



Withdrawal from NEAP must be made in writing to the Faculty Director and Academic Program Manager in Student Services.

## **Leave of Absence**

A student wishing to discontinue study for one or more semesters must file a Request for Leave of Absence form available from the College of Nursing.

Leaves of Absence (LOA) are only granted for extenuating and unusual circumstances. Circumstances may include but are not limited to:

- Family Leave
  - Serious health condition for you, your spouse, child, or parent
  - Chronic conditions that incapacitate you or your family member
  - Pregnancy

*Students who experience a medical condition associated with their pregnancy and need accommodations recommended by their medical provider, should contact the University's Title IX Coordinator, who will work with the student cognizant faculty, and administration to determine what accommodations are reasonable and effective.*
  - Expanding your family
    - Childbirth
    - Adoption
- Military service
- Conflict with outside work, especially if beneficial to your academic goals

LOAs must be approved by the Faculty Director and Academic Program Manager. Leaves are granted for a maximum of one academic year at a time. In making a decision to grant a LOA to a student, the College of Nursing will take into consideration if faculty resources will be available for students upon return to the College. The College of Nursing reserves the right to deny an LOA request. An LOA does NOT extend the time period for finishing an incomplete. The LOA is void if a student registers for classes in a semester for which a leave was granted.

## **College of Nursing Parental Leave Policy**

The College of Nursing is committed to creating an inclusive and accessible environment for pregnant and parenting students. Pregnant and parenting students are not excluded from educational opportunities, programs or services and are treated as others who have temporary medical conditions.

Reasonable accommodations will be made to allow a pregnant and parenting student to fully participate in educational opportunities. A reasonable accommodation is one that does not cause undue hardship on the operation of the program, fundamentally alter the nature of the program, or cause significant expense for the department.

Pregnant and parenting students are encouraged to work directly with their instructors. If a student feels they have experienced discrimination because of pregnancy or a pregnancy related condition or felt they have been denied a

reasonable accommodation, they may contact OEO/AA at <https://oeo.utah.edu>

- The College of Nursing will provide pregnant students, upon request, reasonable accommodations such as classroom space, elevator access, or reasonable time away from class for restroom trips without requiring written confirmation from a medical provider.
- The College of Nursing will accommodate excused absences due to pregnancy, childbirth, or pregnancy-related conditions as specified in the healthcare provider's note detailing the duration of time needed for accommodations.
- Students who have a medically excused absence due to pregnancy, childbirth or pregnancy related conditions will be provided the same or equivalent resources provided to students with other temporary medical conditions.
- Reasonable accommodations for a pregnancy, childbirth or pregnancy-related conditions and any related medical illness, as with any other medical illness, may include a leave of absence if it is determined that the fundamental nature of the program cannot be maintained due to the limitations set forth by the provider's note.
- Partners/spouses of childbearing women may request reasonable accommodations deemed necessary to care for their partner/spouse with a medically excused absence due to pregnancy, childbirth, or pregnancy related conditions.

## POLICIES RELATED TO CHEATING AND PLAGIARISM

The University of Utah policies on plagiarism and cheating are clear. The University of Utah Student Code defines academic dishonesty as:

Academic misconduct includes, but is not limited to, cheating, misrepresenting one's work, inappropriately collaborating, plagiarism, and fabrication or falsification of information... It also includes facilitating academic misconduct by intentionally helping or attempting to help another to commit an act of academic misconduct.

"Cheating" involves the unauthorized possession or use of information, materials, notes, study aids, or other devices in any academic exercise, or the unauthorized communication with another person during such an exercise. Common examples of cheating include, but are not limited to:

- copying from another student's examination,
- submitting work for an in-class exam that has been prepared in advance,
- having another person take an exam for you,
- altering one's work after the work has been returned and before resubmitting it, or violating any rules relating to academic conduct of a course or program.

Misrepresenting one's work includes, but is not limited to, representing material prepared by another as one's own work; submitting the same work in more than one course without prior permission of both faculty members.

Plagiarism" means the intentional unacknowledged use or incorporation of any other person's work in, or as the basis for, one's own work offered for academic consideration or credit, or for public presentation. Plagiarism includes, but is not limited to, representing as one's own, without attribution, any other individual's words, phrasing, ideas, sequence of ideas, information or any other mode or content of expression.

"Fabrication or falsification" includes reporting experiments or measurements or statistical analyses never performed; manipulating or altering data or other manifestations of research to achieve a desired result; falsifying or misrepresenting background information, credentials or other academically relevant information; or selective reporting, including the deliberate suppression of conflicting or unwanted data. It does not include honest error or honest differences in interpretations or judgments of data and/or results.

The complete University of Utah Code of Student Rights can be found on the University web site, at <http://regulations.utah.edu/academics/6-400.php>

## **ACADEMIC MISCONDUCT AND APPEALS COMMITTEE**

The Academic Misconduct and Appeals Committee of the University of Utah College of Nursing provides students and faculty with a vehicle for the making of decisions relative to student contested academic actions, academic sanctions for misconduct, and dismissals from participating in class. The Committee functions in accordance with the directives outlined in the University of Utah Code of Student Rights at <http://regulations.utah.edu/academics/6-400.php>

## **Deferment**

Newly accepted freshman, transfer, or readmitted degree-seeking undergraduate students who wish to defer their start date to a later semester may apply for an admission deferment. If interested in Deferment, please visit <https://admissions.utah.edu/deferment/>.

- Requests to defer an offer of admission will be reviewed on a case-by-case basis and may be granted for reasons including illness, military service, and humanitarian or religious service.
- [Supporting documentation](#) must be provided with the application for deferment.
- All deferment applications must be approved by Main Campus through the link above and the student must provide documentation that their application of deferment has been approved to the College of Nursing.

An approved deferment request means that the offer of admission to the University will be honored. Direct admission to academic majors, programs with advanced standing,

or placement by exam or audition will be determined by the individual department/program. Applicants are advised to contact the department/program prior to requesting a deferment. Please visit [www.utah.edu/academics/colleges.php](http://www.utah.edu/academics/colleges.php) for department contact information.

## AMERICANS WITH DISABILITIES ACT OF 1990

The University of Utah follows all regulations under the "Americans with Disabilities Act of 1990." The College of Nursing, following ADA guidelines, will "provide reasonable accommodations for qualified students with disabilities unless it constitutes an undue hardship to do so. Learning disabilities are included in this Act. IT IS THE RESPONSIBILITY OF THE STUDENT TO DISCLOSE THE DISABILITY.

Reasonable accommodations cannot be made unless the instructor receives documentation of the disability and, in some cases, instructions or suggestions for making necessary accommodations. For further information regarding disability services and student/faculty responsibilities go to <http://disability.utah.edu/>.

The Center for Disability and Access is located in Room 162 in the Olpin Student Union (801-581-5020). Students are encouraged to contact the Center with questions, concerns, or when they require assistance.

When any issues arise pertaining to ADA guidelines, the College of Nursing will refer the situation to the ADA office for evaluation and that office will issue a report.

## SEXUAL HARASSMENT

The University of Utah expects members of the University community to treat one another with respect. Sexual harassment is a violation of Title IX of the Educational Amendments of 1972, and is a violation of University policy. For further information go to <http://regulations.utah.edu/human-resources/5-210.php> or contact the Office of Equal Opportunity and Affirmative Action at 801-581-8365.

## PRIVACY RIGHTS OF STUDENTS

The University of Utah and the College of Nursing are committed to protecting the privacy rights of students. In general, student records, files or general information are NOT released to anyone other than the student. The College of Nursing will not give out scholastic or personal information about students. The College will take messages in an emergency situation, but will NOT provide families or friends with the means to contact the student. If you want people to know how to find you when you are in class or clinical, you need to inform them.

## BREASTFEEDING AND BREAST PUMPING POLICY

University Student Code protects the rights of all students to have a classroom environment that is conducive to learning. Our college strongly supports breastfeeding

and breastfeeding success, which includes pumping of breastmilk while students are separated from their babies.

In accordance with University of Utah policy attendance in class is restricted to only those who are registered, or guests who have prior faculty approval.

Students are allowed by all course instructors, without penalty, time to leave class to pump breastmilk or breastfeed their infant whenever they need to up to one year after the birth of their babies. The College of Nursing provides a private, dedicated lactation room on the 3<sup>rd</sup> floor of the College of Nursing for breastfeeding and pumping. Students must communicate their needs for leaving the classroom to breastfeed or pump breast milk to the course instructor. Students are responsible to make alternative arrangements for obtaining missed content.

For students needing accommodation in the clinical setting to express breast milk, students must contact their instructor or preceptor prior to leaving the clinical area for a mutually-agreeable, reasonable time. Flexible break time or meal time can be used for this accommodation. The University Of Utah College Of Nursing has no responsibility or control of the availability and/or quality of lactation facilities in a clinical area. The student is responsible for finding a location, bringing necessary supplies, and storing expressed breast milk.

## Safety and Wellness

Your safety is our top priority. In an emergency, dial 911 or seek a nearby emergency phone (throughout campus). Report any crimes or suspicious people to 801-585-COPS; this number will get you to a dispatch officer at the University of Utah Department of Public Safety (DPS; [dps.utah.edu](https://dps.utah.edu)). If at any time, you would like to be escorted by a security officer to or from areas on campus, DPS will help — just give a call.

The University of Utah seeks to provide a safe and healthy experience for students, employees, and others who make use of campus facilities. In support of this goal, the University has established confidential resources and support services to assist students who may have been affected by harassment, abusive relationships, or sexual misconduct. A detailed listing of University Resources for campus safety can be found at <https://registrar.utah.edu/handbook/campussafety.php>

Your well-being is key to your personal safety. If you are in crisis, call 801-587-3000; help is close.

The university has additional excellent resources to promote emotional and physical wellness, including the Counseling Center (<https://counselingcenter.utah.edu>), the Wellness Center (<https://wellness.utah.edu>), and the Women's Resource Center (<https://womenscenter.utah.edu>). Counselors and advocates in these centers can help guide you to other resources to address a range of issues, including substance abuse and addiction.

## COVID-19

1. Students with any [symptoms or high-risk exposure](#) (contact with COVID + or suspected COVID +) must NOT go to clinical sites until cleared to do so.
2. Students with symptoms or high-risk exposure are required to report to their course instructor, specialty track director, and contact [Work Wellness Center](#) (even if they are not an employee) for further instruction and possible testing.
3. Students with a clinical placement outside the University of Utah must follow the institutional protocols where they have been placed, complete the University's [COVID-19 reporting form](#) and contact [Heather Clarkson](#).
4. Students who knowingly come to campus or clinical sites with symptoms, or who refuse to wear appropriate Personal Protective Equipment (PPE) may be dismissed from the course, program, or university.

## GENERAL STATEMENT REGARDING SOCIAL MEDIA

Many students use various forms of social media, including but not limited to wikis, blogs, listservs, websites, and social networking sites. When using social media, students are expected to act with courtesy and respect toward others.

Regardless of where or when they make use of these media, students are responsible for the content they post or promote. Students may be subject to action by the University for posting or promoting content that substantially disrupts or materially interferes with University activities or that might lead University authorities to reasonably foresee substantial disruption or material interference with University activities. This action may be taken based on behavioral misconduct, and may range from a reprimand or failing grade to dismissal from a program or the University.

### **Guidelines for Use of Social Media**

Use of social media is prevalent among students. Students should be aware that unwise or inappropriate use of social media can negatively impact educational and career opportunities. To avoid these negative impacts, students should consider the following:

- Post content that reflects positively on you and the University. Be aware not only of the content you post, but of any content that you host (e.g., comments posted by others on your site). Content you host can have the same effect as content you post.
- Though you may only intend a small group to see what you post, a much larger group may actually see your post. Be aware that your statements may be offensive to others, including classmates or faculty members who may read what you post.
- Employers and others may use social media to evaluate applicants. Choosing to post distasteful, immature, or offensive content may eliminate job or other

opportunities.

- Once you have posted something via social media, it is out of your control. Others may see it, repost it, save it, forward it to others, etc. Retracting content after you have posted it is practically impossible.
- If you post content concerning the University, make it clear that you do not represent the University and that the content you are posting does not represent the views of the University.
- Make sure the content you post is in harmony with the ethical or other codes of your program and field. In certain circumstances, your program may have made these codes binding on you, and violations may result in action against you.
- If you are in a program that involves confidential information, do not disclose this information. The University may take action against you for disclosures of confidential information.

Realize that you may be subject to action by the University for posting or promoting content that substantially disrupts or materially interferes with University activities or that might lead University authorities to reasonably foresee substantial disruption or material interference with University activities. This action may be taken based on behavioral misconduct, academic performance, academic misconduct, or professional misconduct, and may range from a reprimand or failing grade to dismissal from a program or the University.

# Recommended Program of Study (Sample)

Classes can be rearranged, but must be discussed with the Nursing Early Assurance Program Manager

## Semester 1

- BIOL 1610 Fundamentals of Biology 1\*
- QA Math 1030 Introduction to Quantitative Reasoning
- NURS 2400 Explore Nursing
- HF LEAP 1100 Health Professions LEAP

## Semester 2

- QB Math 1070 Introduction to Statistical Inference\*
- CHEM 1130 Integrated Chemistry for Health Sciences\*
- HF LEAP 1140 Health Professions LEAP
- WR2 WRTG 2010 Intermediate Writing

## Semester 3

- BIOL 2325 Human Anatomy\*
- BF NURS 2100 Human Development: A Lifespan Approach to Health
- BF Social/Behavioral Science
- FF Fine Arts

## Semester 4

- BIOL 2420 Human Physiology\*
- PATH 3100 Introduction to Medical Microbiology
- FF Fine Arts
- AI American Institutions

## Semester 5

- NURS 2270 Pathophysiology
- NURS 3010 Nutrition Intervention in Treatment and Prevention of Chronic Disease

## Optional academic programs to consider:

- The Online, Gerontology Undergraduate Minor: <https://nursing.utah.edu/gerontology/minor.php>
- TRIO: <https://trio.utah.edu/>
- Honors: <https://nursing.utah.edu/alumni/awards/honors-for-nursing/>
- LEAP: <https://leap.utah.edu/program-options/pre-nursing.php>
- Learning abroad or internships: <https://learningabroad.utah.edu/>



# ADMINISTRATIVE DETAILS

## Getting U - Connected

If you are a new student to the University of Utah, your student ID is on your official acceptance from the University. Your Campus Information System (CIS) password is your birthday, month, day, and year (00/00/00), which you will be required to change once you enter the system. If you are a former University of Utah student, you are able to continue using your UNID already in existence. You will use the same ID and password to access Umail. If you have problems with your UNID or password, you can contact the Campus Help Desk at 801-581-4000 for assistance.

## UCARD

As a student on the University of Utah Campus, you are required to have a U identification card. There are two locations where you may go to obtain the UCard:

Ray Olpin Student Union Building  
200 South Central Campus  
Drive #225 Salt Lake City, Utah  
84112-9101 Office hours: M-F,  
8:00 am - 6:00 p.m.  
<http://www.ucard.utah.edu/>

UUHSC – School of Medicine, Room  
AC143C Office Hours: M-F, 9:00 am-  
5:00 p.m.

## EMAIL (UMail)

A UMail account through the University is required. It is important that you are responsible for checking your UMail regularly as this is the official and only email communication of the University of Utah.

The majority of correspondence from your faculty and the Office of Student Services will be conducted through Canvas and UMail. Occasionally it may be necessary to contact a student over the phone or through personal email addresses. Please keep your contact information current in the Campus Information System (CIS).

## STUDENT SERVICES

The University of Utah offers a number of services, which are provided free of charge or at minimal cost to the student. For a complete list of services go to <http://www.utah.edu/students/services.php>.

## University Counseling Center

The University Counseling Center (UCC) provides developmental, preventive, and therapeutic services and programs that promote the intellectual, emotional, cultural, and social development of University of Utah students. The Center helps students resolve existing problems, prevent potential problems, and develop new skills that will enrich their lives. Services address personal, career, and academic learning issues. Formats include individual and group counseling, classes, and mindfulness-based workshops. For more information, please visit the website at <http://counselingcenter.utah.edu/services/index.php>

## Center for Student Wellness

The University does not discriminate on the basis of sex in the education program or activity that it operates, as required by Title IX and 34 CFR part 106. The requirement not to discriminate in education programs or activities extends to admission and employment. Inquiries about the application of Title IX and its regulations may be referred to the Title IX Coordinator, to the Department of Education, Office for Civil Rights, or both.

If you or someone you know has experienced sexual misconduct including sexual harassment, we encourage you to report it to the Title IX Coordinator in the Office of Equal Opportunity and Affirmative Action:

Sherrie Hayashi  
Title IX Coordinator/Director  
Office of Equal Opportunity and Affirmative Action (OEO/AA)  
135 Park Building  
Salt Lake City, UT 84112  
801-581-8365  
[oeo@utah.edu](mailto:oeo@utah.edu)  
Online reports may be submitted at [oeo.utah.edu](http://oeo.utah.edu).

For further information, please see:

[oeo.utah.edu/  
regulations.utah.edu/general/1-012.php](http://oeo.utah.edu/regulations.utah.edu/general/1-012.php)  
[regulations.utah.edu/general/1-011.php](http://regulations.utah.edu/general/1-011.php)

The Center for Student Wellness assists students in skill development that will enhance their personal wellness and ability to succeed--not only in the classroom, but in all areas of life: intellectual, physical, social, spiritual, financial, environmental, and emotional. For more information please see the website at <http://wellness.utah.edu/about/index.php>

The CSW provides:

- Health education  
Health educators encourage U students' wellness through engaging

presentations that includes healthy relationships & sexuality, stress management, and sleep hygiene. They also provide direct services for students such as regular STD/HIV testing clinics and well coaching.

- Victim advocacy  
Available for any U community member who identifies as a survivor of sexual or relationship violence. Using a victim-centered approach, clients are empowered through education and supportive dialogue. Services include interim measures, safety planning, referrals, etc.

## **Veterans Support Center**

The Mission of the Veteran Support Center is to improve and enhance the success of student Veterans; to help them receive the benefits they deserve; to serve as a liaison between the Veteran student community and the University; and to increase their academic success. Additionally to provide an opportunity to continue the relationships built through the service in civilian life. For more information please visit the website at <http://veteranscenter.utah.edu/>.

## **LGBT Resource Center**

The LGBT Resource Center provides a comprehensive range of education, information and advocacy services, and works to create and maintain an open, safe, and supportive environment for LGBT students, staff, faculty, alumni, and the entire campus community. The center is located in Room 409 of the Olpin Union Building. For more information please visit their website at <https://lgbt.utah.edu/>.

## **Learners of English as an Additional/Second Language**

The English Language Institute (ELI) is committed to helping further the internationalization goals of the University of Utah by delivering a quality preparatory intensive English language program. ELI provides an academically-based curriculum and cultural orientation for international students, visitors, and members of the local community while adding diversity to the educational experience for domestic students. For more information about special programs please visit the website at <https://continue.utah.edu/eli/about>.

## ADDITIONAL LINKS TO STUDENT RESOURCES

### ACADEMIC CALENDAR

<http://registrar.utah.edu/academic-calendars/>

### BOOKSTORE

<http://www.hsstore.utah.edu/home.aspx>

### STUDENT LIFE

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

### TUITION & FEES

<http://fbs.admin.utah.edu/income/>

### INTERNATIONAL CENTER

<http://internationalcenter.utah.edu/>

### STUDENT INVOLVEMENT CENTER

[http://engagement.utah.edu/sponsored\\_students.php](http://engagement.utah.edu/sponsored_students.php)

### PRINTING SERVICES

<http://ukic.utah.edu/services/printMail.html>

## College Student Council (CSC)

The purpose and functions of the CSC are as follows:

- To promote and encourage involvement of students in nursing activities, to broaden their perspective of nursing and to develop more interest, responsibility, and commitment to nursing as a profession.
- To provide for official representation of the University of Utah, College of Nursing, students on committees, councils, commissions, and affiliated groups or organizations associated with the Associated Students of the University of Utah (ASUU).
- To provide for official representation of the U of U CON students at national, state and local conventions or gatherings related to nursing, specifically or generally.
- To coordinate student activities with the College of Nursing.
- To represent the U of U CON students' opinions and to initiate action upon issues arising in the College and within the community.
- To ensure representation and participation of students in academic and administrative policy formation with the U of U CON.
  - To provide communication and interaction between the students, administration, and faculty.
  - To influence health care, nursing education, and practice through legislative and other activities as appropriate.

- To represent all U of U CON students to consumers, institutions, and other organizations.
- Any nursing student may be a member of the CSC, provided the student is currently accepted to and enrolled in good standing in any U of U nursing program