

Student Services

Career Services

Pamela Ehlers, EdD—Director

Career Services offers career-related assistance and educational programming to OSU students and alumni through a network of career services offices located in the academic colleges as well as in the Student Union, Athletics, and the OSU Alumni Association.

Staff members assist students one-on-one in exploring academic majors and careers, offer insight into obtaining part-time jobs through online job listings and other search strategies, host nearly a dozen specialized career fairs each year, and organize Connection Sessions with employers. Through campus recruiting, students have access to employment opportunities with thousands of employers annually. Additionally, students receive support with other career-building activities, including campus involvement, job shadowing, leadership, and volunteer experiences to develop the skills necessary for future employment.

Career developmental activities, including help in identifying a major well suited to a student's interests, skills, abilities, and values are facilitated by Career Consultants available in each career services office. Career Consultants assist students through the use of various career assessments, followed by one-on-one appointments to further discuss the results of the assessment and offer career and academic major research. Students can work with a Career Consultant throughout their collegiate career to build professional application materials as they explore internships, full-time employment, or graduate programs. In addition to individual consultations, Career Consultants offer mock interviews, career development workshops, and other professional development programming for students. All of these services continue as students graduate and become members of the OSU Alumni Association.

Job search assistance is primarily available through the Hire System on the departmental website, [HireOSUgrads.com](http://www.HireOSUgrads.com). This site allows students and alumni to access the Hire System, where employers interested in OSU students and graduates post opportunities for full-time jobs, internships, co-ops, federal work-study positions, and part-time jobs. Additional job search and preparation tools such as Interview Stream, GoInGlobal and other job search resources and assessments are accessible through [HireOSUgrads.com](http://www.HireOSUgrads.com) (<http://www.HireOSUgrads.com>).

Career Services offers a number of free and discounted job search supplies to enhance students' professional image. Examples of these include resources that address frequently asked questions pertaining to success in the job search, as well as free resume paper and thank you notes to use at career fairs and networking events. Products like portfolios and business cards are also available at a substantial discount for student use from the OSU Career Services office located in 360 Student Union.

Department of Leadership and Campus Life

John Mark Day—Director, Department of Leadership and Campus Life (<https://lcl.okstate.edu>)

Ruth Loffi—Administrative Associate, Department of Leadership and Campus Life (<https://lcl.okstate.edu/leadership>)

Matt Vu—Coordinator, Allied Arts and Special Events (<https://lcl.okstate.edu/ace>) (Arts, Culture and Entertainment ACE)

Josh Taylor—Assistant Director, Center for Ethical Leadership (<https://lcl.okstate.edu/leadership>)

Marie Basler—Coordinator, Non-Traditional Student Services (<https://lcl.okstate.edu/ntso>)

Casey Dominick—Coordinator, Fraternity & Sorority Affairs (<http://gogreek.okstate.edu>)

Administrative Support, Allied Arts/Student Union Activities Board (<https://lcl.okstate.edu/ace>)

Melisa Echols—Coordinator of SGA Programs, Student Government Association (<http://sga.okstate.edu>)

Fran Gragg—Assistant Director, Department of Leadership and Campus Life (<https://lcl.okstate.edu>)

Johnny Robinson—Director, Fraternity & Sorority Affairs (<http://gogreek.okstate.edu>)

Elizabeth Greythorne—Administrative Support, Fraternity & Sorority Affairs (<http://gogreek.okstate.edu>)

Regina Henry—Coordinator of Immigration, ISS (<http://iss.okstate.edu>)

Tim Huff—Assistant Director, International Students & Scholars (ISS) (<http://iss.okstate.edu>)

Trisha Lyonsi—Coordinator, International Tax, ISS (<http://iss.okstate.edu>)

Kayla Loper—Coordinator, Student Union Programs/Student Union Activities Board (<https://union.okstate.edu/suab>)

Miguel Soto—Coordinator, Camp Cowboy (<https://lcl.okstate.edu/campcowboy>)/Leadership Programming

Joyce Montgomery—Coordinator, Student Volunteer Center (<https://lcl.okstate.edu/volunteer>)

Melissa Morris—Administrative Support Specialist, Department of Leadership & Campus Life (<https://lcl.okstate.edu>)

Jennifer Nixon—Accounting Specialist, ISS (<http://iss.okstate.edu>)

Joel Pennie—International Student Specialist, ISS (<http://iss.okstate.edu>)

Karen Sebring—Coordinator, Sponsored Students, ISS (<http://iss.okstate.edu>)

Vivian Wang—Manager of China Programs and Development, ISS (<http://iss.okstate.edu>)

Vacant—International Student Specialist, ISS (<http://iss.okstate.edu>)

With more than 450 student organizations on the OSU campus, the Student Union plays a key role in their operations as it houses the Department of Leadership and Campus Life and its organizations. In the Department of Leadership and Campus Life, leaders are born and real-world experience is gained. The Department of Leadership and Campus Life area, located on the second floor of the Student Union, is always a thriving base of activity. We offer the following services for the campus community:

- New Student Organization Packets (<https://lcl.okstate.edu/student-organization-resources.html>)
- Student Organizations Assistance (<https://lcl.okstate.edu/student-organization-resources.html>)
- Student Organization Office/Cubicle Availability
- Free Printer Service
- Trip Insurance
- Rental of MacBook and PC laptops to students
- Motor Pool Transportation Requests
- Lost and Found Depository

Anyone interested in more information about our student organizations can use the CampusLink (<https://campuslink.okstate.edu>) program to look up the group and receive contact information. CampusLink (<https://campuslink.okstate.edu>) is an online tool that combines information about all student organizations, individual student involvement and

official transcripts of leadership (Student Development Transcript) and volunteer service. All students are encouraged to login to CampusLink (<https://campuslink.okstate.edu>) and use the tools available to them to manage their involvement while attending OSU. Current students may click here (<http://campuslink.okstate.edu>) to go to CampusLink (<http://campuslink.okstate.edu>).

Student Code of Conduct

Office of Student Conduct Education and Administration

Campus Address and Phone:

328 Student Union, Stillwater, OK 74078
405.744.5470

Website: studentconduct.okstate.edu

Oklahoma State University is committed to creating and maintaining a productive living and learning community that fosters the intellectual, personal, cultural and ethical development of its students. Self-discipline and valuing for the rights of others are essential to the educational process and to good citizenship. Attendance at Oklahoma State University is a privilege and students are expected to meet or exceed the University standards of conduct both on and off campus.

The purpose of the Student Code of Conduct is to educate students about their civic and social responsibilities as members of the University community. The Student Code of Conduct outlines University policies and procedures that all students are expected to adhere to during their time at OSU. Each student is responsible for reading the Student Code of Conduct in its entirety. It is available online at <http://studentconduct.okstate.edu/code> and in print from the Office of Student Conduct Education and Administration.

Cowboy Community Standards

The Student Code of Conduct specifies the following behavioral standards that OSU students aspire to follow and promote:

- **Integrity:** Oklahoma State University students are expected to exemplify honest, honor and respect for the truth in all of their actions.
- **Community:** Oklahoma State University students build and enhance their community. They understand and appreciate how their decisions and actions impact others and are just and equitable in their treatment of all members of the community.
- **Social Justice:** Oklahoma State University students recognize that respecting the dignity of every person is essential for creating and sustaining a flourishing university community. They act to discourage and challenge those whose actions may be harmful to and/or diminish the worth of others.
- **Respect:** Oklahoma State University students must show positive regard for each other and for the community.
- **Responsibility:** Oklahoma State University students are expected to accept responsibility for their learning, personal behavior and future success, and students should appropriately challenge others to do the same. Students should use judgment, be trustworthy and take personal responsibility for their actions.

1 is 2 Many

Oklahoma State University (OSU) takes acts of sexual harassment, which includes sexual violence, extremely seriously and believes that 1 victim is 2 many. Sexual harassment and sexual violence are forms of gender discrimination that are not tolerated at OSU. The university

strongly encourages victims to report all acts of gender discrimination. Anyone can report instances of sexual harassment and sexual violence to Student Conduct in 328 Student Union or at 405-744-5470. For more information on sexual harassment or sexual violence visit <http://1is2many.okstate.edu>.

All incoming students are required to complete online sexual harassment and sexual violence training before enrolling in future semesters. Training can be complete online at <http://1is2many.okstate.edu>.

Allied Arts

OSU Allied Arts was established in 1929 and is the longest running university performing arts series in the state. Our priority is to broaden students' horizons by presenting artistically rich and culturally diverse performing arts events. This series gives many students their first taste of opera, ballet, jazz, Shakespeare, or even the Golden Dragon Acrobats from China! Students, faculty and staff can purchase a subscription for all events, or individual tickets to specific shows. To find out more, "Like" OSU Allied Arts on Facebook. Also, ticket information and the performance schedule are available at <http://tickets.okstate.edu>.

CampusLink

CampusLink is OSU's student organization database offering information about over 450 student groups at OSU, student development transcript and volunteer service recording. Every student should login to CampusLink and set up their profiles since this is also where all campuswide elections are held. To login, go to <https://campuslink.okstate.edu> and use your okstate.edu email and password.

Fraternity & Sorority Affairs

Oklahoma State University's award winning fraternity and sorority community is comprised of members of four governing councils: Interfraternity Council, Multicultural Greek Council, National Pan-Hellenic Council and Panhellenic Council. While the fraternal community at Oklahoma State University began more than one hundred years ago, its impact continues to flourish on campus. Today, more than 5,000 students are strong and vital members of the OSU fraternity and sorority community. We are proud to have a thriving system on campus with numerous, diverse nationally-recognized fraternities and sororities represented.

Our fraternity and sorority community offers students a unique opportunity to have a balanced college life with a focus on academic excellence, brotherhood/sisterhood, community service and responsible social interaction. Greek affiliation also allows students to make lasting friendships with individuals with similar ideals and common purposes. For more information, visit our website at <http://gogreek.okstate.edu>.

Honor and Service Organizations

OSU offers opportunities for personal and professional development through many nationally-affiliated honor and service organizations. These organizations provide opportunities for leadership and program development, new friendships and recognition of achievement. University-wide organizations include:

- Blue Key (junior and senior honor society) (<https://campuslink.okstate.edu/actioncenter/organization/blue-key-honor-society>)

- Golden Key (junior and senior honor society) (<https://campuslink.okstate.edu/actioncenter/organization/golden-key-international-honour-society>)
- Mortar Board (junior and senior honor society) (<https://campuslink.okstate.edu/actioncenter/organization/mortar-board>)
- National Society of Collegiate Scholars (<https://campuslink.okstate.edu/actioncenter/organization/national-society-of-collegiate-scholars/about>)
- National Society of Leadership and Success (<https://campuslink.okstate.edu/actioncenter/organization/NCLS>)
- Order of Omega (<https://campuslink.okstate.edu/actioncenter/organization/order-of-omega>) (honor society for sorority and fraternity members)
- Phi Eta Sigma (<https://campuslink.okstate.edu/actioncenter/organization/phi-eta-sigma>) (freshman and sophomore honor society)
- Phi Kappa Phi (national honor society for seniors and graduate students)

(See college sections for organizations within each college.) Also on campuslink at <https://campuslink.okstate.edu/organizations>.

International Students and Scholars

The office of International Students and Scholars (ISS) provides assistance to more than 2,000 nonimmigrant students and scholars from 102 countries throughout the world. The goals of ISS are to assist international students and scholars with their education on U.S. immigration regulations, orientation to university resources and environment, exposure to American culture, and integration into the greater campus and community.

ISS is responsible for advisement and support to students, faculty and staff on matters specifically related to international students and scholars. Additional international-related services include leadership programs, employment and tax assistance, immigration consultation, liaison with embassies, consulates and sponsoring agencies, legal referrals, academic referrals, orientation programs, community involvement, logistical support for special and nonacademic short-term programs and symposiums, as well as development in China.

ISS provides numerous services to newly-admitted international students after their arrival in the U.S. Some of the services include banking, orientation, enrollment assistance, employment clearances, sponsored student transportation and support as needed. ISS informs continuing students on events and immigration issues through its weekly ISS listserv and page. ISS also provides various public presentations on internationally-related issues as requested.

ISS supports numerous events and activities through the sponsorship of the International Student Organization (ISO) that encourage American and international student integration as well as faculty and staff participation. ISS is located at 250 Student Union within the Department of Leadership and Campus Life. Find us at <http://iss.okstate.edu/>.

ISO can be found at this link: <https://campuslink.okstate.edu/organization/international-student-organization>

Lectures

Oklahoma State University, through its academic organizations and student groups, has a significant number of speakers each year, enriching

the intellectual life on campus. Individuals, from both off-campus and on-campus, share their expertise with faculty, students, staff and town's people on a wide variety of topics.

Many of the academic units as well as student groups invite speakers to their meetings in order to enhance the educational component of the University. These lectures are generally of interest to specific academic areas, rather than to the general campus.

The Student Government Association, through its Speaker's Board, brings major figures in politics, entertainment and business to the campus. The Student Union Activities Board also has a speaker's program related to topics of general student interest. Other student organizations conduct active lecture programs concerning their interest areas.

Allied Arts conducts lecture-demonstrations in conjunction with its performing arts presentations. In this manner, students can gain additional knowledge of the performing arts and its artists.

Non-Traditional Student Services

The primary goal is to assist nontraditional students, anyone with at least a two-year break in education, by providing support, information and referrals. The coordinator serves as a resource person for the entire campus community and seeks to raise the awareness of faculty, administrators and students with regard to the needs of this special group. All nontraditional students are encouraged to stop by the Department of Leadership and Campus Life Center, 211 Student Union to discuss their concerns or questions. The coordinator also advises students who have rent-related difficulties, such as landlord disputes, or who are looking for housing off-campus. Find us at <https://campuslink.okstate.edu/organization/nontraditional-student-organization>.

The Center for Ethical Leadership

To meet the leadership challenges of the 21st Century, Oklahoma State University's Center for Ethical Leadership develops and prepares students to be creative, ethical, inclusive and effective leaders. Through the collaborative efforts of a variety of academic and student affairs' programs and staff, the mission of the Center for Ethical Leadership is to create, administer and facilitate the following leadership development activities for OSU students:

- Multidisciplinary instruction and scholarship in leadership and ethics
- Opportunities to experience, meet and interact with a variety of significant leadership speakers
- Co-curricular and service-learning field experiences
- International leadership study abroad opportunities

The Center's Programs are divided into Curricular, Co-Curricular, and Recognition Programs. In the Curricular Programs we administer President's Leadership Council, McKnight Leader/Scholar Program, The Leadership Study Abroad Program and The Leadership Minor Program. In the Co-Curricular Program we offer The Emerging Leaders Program (LEAD), and the Leadership-in-Residence Speaker Series. Every spring semester as part of our recognition programs we acknowledge and celebrate leaders through the Oklahoma State University's President Leadership Recognition Reception. Find us at <http://leadership.okstate.edu/>.

Camp Cowboy

Camp Cowboy is an event-filled program preparing students for life as an OSU Cowboy! Campers will participate in experiences with counselors and fellow campers and learn the traditions of Oklahoma State University. All Camp Cowboy staff are current OSU students who want to meet and help the next generation. They are college students who have experienced all that OSU has to offer and are ready to share the inside scoop with incoming students. Camp Cowboy includes a ropes course, small groups, campfires, meeting OSU athletes and administrators, and much more! It is designed to prepare students to experience the best of what OSU has to offer.

The tradition of Camp Cowboy is to introduce and engage first-year students with their peers, upperclassmen, staff and faculty to provide an experience that will in-turn create a more meaningful and impactful collegiate experience.

By attending Camp Cowboy, participants will:

- Take the first step in their leadership development journey by being introduced to the diverse opportunities of engagement and involvement offered at OSU.
- Foster relationships with peers and gain valuable knowledge of vital OSU resources.
- Learn elements of the university's history along with the traditions and ethics that are core to the OSU legacy.

For more information, visit our website at <http://campcowboy.okstate.edu>.

Office of Parent and Family Relations

The Office of Parent and Family Relations advises parents, guardians, and family members of OSU students and responds to questions and concerns regarding students' developmental issues. The office also administers the Cowboy Parents scholarship, provides programming during New Student Orientation and sponsors two family weekends each year; Dad's Day in the fall semester and Mom's Day in the spring. Parents and family members can stay informed about important OSU dates, deadlines, and upcoming events by subscribing to the monthly Cowboy Parents newsletters at <http://parents.okstate.edu/>.

Religious Life

Campus religious centers, supported by state and national church bodies specifically to serve the University community, provide opportunity for worship in both traditional and contemporary services; religious education commensurate with higher learning for the development of the whole person; counseling that maintains a spiritual basis for the cohesion and meaning of life; and social activities which allow relationships and life views to deepen. The 18 religious centers have strategic locations close to campus and, in addition to their own ministry, coordinate many of their efforts with each other, other campus religious organizations and the University administration through the Interfaith Council.

Student Volunteer Center

Since the Student Volunteer Center's inception in 1984, Oklahoma State University students have served at hundreds of non-profit agencies, building a reputation of civic responsibility within higher education and other communities in Oklahoma. Working together toward a common goal, the Student Volunteer Center has had an impact on communities

worldwide. The focus of the Student Volunteer Center is to provide OSU students with opportunities that reflect academic needs and personal interests. Working with local, state and national non-profit agencies, students at Oklahoma State University are provided with opportunities to grow and excel through meaningful hands-on involvement in service, research and academic activities. Through information sessions and an annual service-learning fair, a traditional fall event, the Student Volunteer Center keeps students informed about upcoming events and needs in the local community. Through civic engagement participation, students learn and develop through active participation in thoughtfully organized service experiences that meet actual community needs. Undergraduate students completing 400 hours of service during up to five years at OSU, and graduate students completing 300 hours of service during their academic programs are eligible to wear the Orange Honor CORD at graduation. The Student Volunteer Center continues to enrich lives of our community members through intergenerational and interpretive service projects. It is only through the exceptional spirit of volunteerism at Oklahoma State University that the SVC records immense success in its programs and activities. With more than 977,978 hours of community service recorded, we continue to set and reach new goals.

Further information is available on the Internet at <http://volunteer.okstate.edu/>.

Student Development Transcript

The Student Development Transcript (SDT) gives OSU students the opportunity to record their co-curricular activities and volunteer service in a format similar to an academic transcript. Involvement in all campus organizations may be included. The transcript can be used with applications for scholarships, honorary organizations and with resumes for job applications. Students login to CampusLink at <https://campuslink.okstate.edu> to begin their transcript. You may contact the Department of Leadership and Campus Life at campuslink@okstate.edu for more information.

Student Union Activities Board

SUAB is the premier programming board at Oklahoma State, enriching OSU through cultural, entertainment and recreational activities. Students in SUAB coordinate events that are as diverse in nature as the students at OSU, such as concerts, comedians, speakers, movies, bingo, karaoke, murder mystery dinners, laser tag, OSU's largest Talent Show, the Spirit Walk and Dragonfly, as well as many other events. SUAB has five programming committees and five administrative chairs. It is one of the most active campus organizations at OSU. Find us at <http://suab.okstate.edu/>.

Housing and Residential Life

Leon McClinton, Jr., PhD—Director of Residential Life
 Shannon Baughman—Associate Director of Operations: Conferences, Facilities, and Marketing
 Elizabeth Carver-Cyr, PhD—Assistant Director, Family and Graduate Student Housing
 Matt DiCicco—Assistant Director, Residential Life
 Jon Hunt—Assistant Director, Administrative and Business Services
 D'Antae Potter—Assistant Director, Residential Life
 Tanya Massey—Assistant Director, Residential Life

The Department of Housing and Residential Life offers 31 residence halls, six family-first neighborhoods, several special interest housing options and countless leadership activities for residents. Students who live on campus graduate earlier and maintain higher grades than their off-

campus counterparts. More than 500 students are involved in planning and leading educational, recreational and social activities within the halls.

Freshmen are required to live in campus-approved housing. Students are expected to comply with this University policy. Students who are required to live on campus will automatically be billed and assigned if they fail to submit a housing contract. Subject to verification and authorization by the university, students will be given permission to live off campus provided any one of the exemption categories listed is satisfied:

- A student is residing and continues to reside in the established primary residence of her/his parents (or legal guardian) if it is within a 30-mile radius of OSU. The parents must have established their primary residency at least six months prior to the request for an exemption. Legal guardianship must have been established by the court of law at least one year prior to a request for an exemption in order to be considered. Click here (<https://reslife.okstate.edu/current-residents/forms-procedures>) to download a copy of the Exemption from University Housing form(s);
- A student is married or has dependent children living with the student;
- A student is 21 years of age or older on or before the first day of classes of the initial semester of enrollment;
- A student has successfully completed 28 or more hours of academic credit prior to the student's enrollment or re-enrollment. Credit earned by exam (Advanced Placement, CLEP, ACT, SAT) and hours received from concurrent high school credit are not considered;
- A student has served in active military service, as verified by a discharge certificate (DD214);
- A student presents sufficient evidence of an extreme medical condition, as documented by her/his treating physician for which on-campus accommodations cannot be made. Click here (<https://reslife.okstate.edu/current-residents/forms-procedures>) to download a copy of the Medical Hardship form;
- A student presents sufficient evidence of an extreme financial hardship condition based on similar guidelines as for Financial Aid. Click here (<https://reslife.okstate.edu/current-residents/forms-procedures>) to download a copy of the Financial Hardship form;
- A student presents sufficient and satisfactory evidence of extreme or unusual hardship that will be intensified by living in the residence halls.

All accommodations are rented on a contract date priority basis. While there is no deadline to apply for housing, prospective students are encouraged to return their applications and contracts at least nine months before the desired occupancy. This will improve the chances of receiving the preferred on-campus housing location.

Traditional Halls, Suites and Apartments

OSU offers four living styles to choose from when picking a place to live: traditional halls, modified traditional halls, suites, and apartments offer a variety of living accommodations. Traditional residence halls include Iba, Parker, Stout and Wentz Halls. University Commons features three modified traditional buildings offering housing for women in University Commons North, and co-ed housing in University Commons South and University Commons West. Six suite buildings make up the area referred to as The Village. Suite units are also offered in Bennett, Allen, Booker, Jones, Patchin, Stinchcomb and Zink Halls. Apartments can be found in Bost, Carreker East, Carreker West, Davis, Kamm, Morsani-Smith, Payne-Ellis, Peterson-Friend, Sitlington and Young Halls.

All halls are open continuously throughout the academic year. Year round housing (9-month academic contract plus a summer contract) is available as well.

Studies show that living on campus can be more affordable than living off campus. Some students save as much as \$500 per academic year by living on campus. Just one bill pays for a student's rent, meal plan and all utilities including cable TV and Internet connection. Rates rarely increase during the academic year, even when roommate(s) move out.

Students are offered several lifestyle options. University Commons North houses women only. All other halls are co-ed. Residential Life offers numerous Living Learning Programs for students to consider when choosing their housing options. The LLPs are developed as partnerships and provide housing, programming, and faculty interactions based on major or area of interest. A complete list of all Living Learning Communities may be found at www.reslife.okstate.edu (<http://www.reslife.okstate.edu>).

In every residence hall there is a well-trained, professional staff member to coordinate the day-to-day operations of the building, as well as student staff whose primary function is to see that students benefit educationally from their residential living experience. Each floor or wing has a live-in student staff member, the Community Mentor, who is responsible for assisting and guiding the residents. Student staff members are undergraduate students specially trained in all aspects of residential area living with the experience and knowledge to answer questions and act as an adviser for student governments and programs.

Family and Graduate Student Housing

Almost 600 apartments are available to serve students in the following priority: families, single graduate students, and single, upper-class undergraduate students. Priority is given to those single students who have lived in the residence halls.

Apartments are two-bedroom units with optional furnishings. The apartments have sidewalks, off-street parking, play areas and two community laundry facilities.

School bus transportation is provided to the Stillwater High, Junior High and Middle schools, and to Westwood and Will Rogers elementary schools.

The Family Resource Center, located in the Family and Graduate Student Housing area, offers a variety of programs to meet the needs of the residents. These programs vary depending upon the needs of the clientele. Typical programs include: English as a Second Language class (ESL), after-school programs, children's programs, as well as cultural and social gatherings.

Family and Graduate Student Housing provide an on-site staff member, an Apartment Assistant (AA), who is readily available to the residents. Each AA has responsibility for about 90 apartments. The AA's duties include helping residents resolve conflicts, meet neighbors and find appropriate community services. They also provide information about the facilities and the University, and provide referrals to appropriate University offices for residents' needs. The AA can be a very helpful person for all residents.

To read more about the types of housing offered, compare options and rental rates, and take a 360-degree virtual tour, please visit the website at <http://www.reslife.okstate.edu>. For further information or questions,

please contact the OSU Housing and Residential Life Office, Iba Hall, Stillwater, OK 74078, 405-744-5592.

Disability Accommodations

All types of residence halls and many Family and Graduate Student apartments offer housing for students who have impaired mobility. Upon notification, the Department of Housing Residential Life routinely modifies rooms and apartments to meet an individual's special needs. This modification may take several months, so advance notification is critical. Modifications are also available for those with hearing impairments, including bed shakers, strobe lights, and doorbells.

Residence Hall Student Organizations

Residence halls are popular places to live on the OSU campus. The housing and food service programs have a proud tradition of excellence recognized nationwide. Much of the success of the residence halls is the strong and vital student government system consisting of floor governments, councils for each hall or complex and the Residence Halls Association, which represents all halls on campus.

All residence halls on campus combine to form the Residence Halls Association (RHA). The Residence Halls Association acts as the voice of residential area students to the University administration concerning policies and regulations, and coordinates campus-wide activities for the enrichment of residential area living. Each hall has its own elected officers and constitution, and is a part of the RHA system of representative government. There are numerous opportunities for involvement in the halls, such as floor officer, social committees, food committees, and sports and athletic activities.

The Prepare to Program Conference is designed to provide incoming students the opportunity to learn about leadership opportunities in the residence halls. To date over 700 students have participated in this leadership development program.

Students With Children

Information on child care in the Stillwater community is available at the following locations on campus:

Family Resource Center, 719 N. Walnut, 405-744-6539
Non-Traditional Student Services, 211 Classroom Building, 405-744-5488,
Marie Basler, coordinator
Non-Traditional Student Organization, 211 Student Union, 405-744-7508

Information Technology

Darlene Hightower—Chief Information Officer

Information Technology (IT) creates and manages OSU's technology infrastructure and provides services such as software, ID cards, the OSU wired and wireless network, walk-in computer labs, virtual labs, email, file storage, learning management system and others.

Service Access

Access to IT services is managed through the O-Key system. O-Key organizes identity data and roles to assign the correct access to the appropriate resources at the right times. Individuals use O-Key to manage passwords, emergency alert preferences, emergency contacts and more.

ID Cards

The ID card is the physical extension of the O-Key information. ID cards are used for: on-campus purchases, meal plan transactions, borrowing

library items, riding the off-campus Stillwater bus without charge, entering selected events, entering secured doors if permitted and access to the Colvin Recreation Center.

Email and File Storage

Email is provided to all employees and students. Students can select email delivery to go to either Cowboy Mail (Microsoft Office 365) or Orange Mail (G-Mail). Generous file storage options on both accounts remains available despite choosing one or the other for mail delivery.

myOKSTATE Banner Portal

The myOKSTATE Banner portal ([my.okstate.edu \(https://portal.okstate.edu/web/oklahoma-state-university\)](https://portal.okstate.edu/web/oklahoma-state-university)) is a single-access point for most university administrative systems and services. Users find applications and information that are specific to them, such as enrollment, housing, academic records, employment records and more.

Learning Technologies

Canvas is the learning management system used at OSU. It provides a way for students to access lecture notes, course activities, submit assignments through Dropbox, view grades and interact in discussions. Instructors use it in varying amounts to post materials and use various learning and course management tools such as online discussions, Dropbox, quizzes/exams and grading.

Instructors have two additional tools available to use in conjunction with Canvas: Respondus Lockdown Browser (RLB) and Turnitin. RLB is a specialized browser that limits the online testing space by preventing test-takers from wandering to other websites and functions on the computer-in-use. Turnitin compares student assignments against millions of web pages to detect plagiarism.

Computer Labs

IT computer labs contain desktop computers, printers, scanners, standard software suites and specialized software. Instructors can reserve selected labs for classroom use. Printing is available. More information is available at labs.okstate.edu.

Virtual Labs is the internet-based version of the physical IT computer labs and hosts the same software. Students reach Virtual Labs by going through desktop.okstate.edu. This site also provides connections to other on-campus computing resources.

Network

Network services provide the OSU Community with wired and wireless network connection, internet access, instant messaging system and remote access. Access to the network is determined by a student's enrollment status or an employee's confirmation of employment. The common wireless networks are OSUSTUDENT and OSUSTAFF.

Remote Network Access

Virtual Private Network (VPN) is a secure encrypted connection to OSU's internal network. VPN provides secure connections to authorized on-campus resources over the internet from off campus.

Software Distribution Center

The Software Distribution Center (SDC) hosts much of the software that is available to OSU students, staff and faculty. Availability is dependent upon each user's roles with OSU. Offerings may include math and statistical software, assistive technology, design software and more. The Software Distribution Center is located at [sdc.okstate.edu \(http://sdc.okstate.edu\)](http://sdc.okstate.edu). In addition to the SDC, the full Microsoft Office 365

suite of software is available for download to students, faculty and staff through their Office 365 email account.

Remote Printing

Remote printing is a technology that lets users send a print request from anywhere to an on-campus remote print station. The user signs into the print station, selects the documents for printing and collects them at the adjoining printer. Print jobs are held for six hours. Print stations are in the following locations:

- Stout Hall (front desk)
- Kamm-Peterson-Friend (Patillos/common area)
- Griffith Community Center (first floor common area)
- Family Resource Center (computer lab)
- Student Union, 2nd floor
- University Commons (North, West, South)
- Kerr-Drummond first floor
- Bennett Hall

IT Helpdesk

The IT Helpdesk assists students and employees with technology questions and issues. Students and employees can get help with software issues on personally-owned computers and devices by taking them to 421 Classroom Building for in-person assistance. Additional help is available by phone and email.

For assistance:

Call: 405-744-HELP (4357)

Walk in: 421 Classroom Building

Send email: helpdesk@okstate.edu

For more details, see help.okstate.edu (<http://help.okstate.edu>) and it.okstate.edu (<http://it.okstate.edu>).

Parking and Transportation Services

Steve Spradling—Director of Parking and Transportation Services
Jan Hernandez—Manager, Parking and OrangeRide Bicycle Rental and Repair
Tom Duncan—Manager, Transit

Vehicle Registration and Parking Regulations

Any motor vehicle parked on University property between the hours of 5:00 a.m. and 5:00 p.m., Monday through Friday, must display a valid OSU paid parking permit or pass. The color and type of permit indicates the area where the vehicle may be parked. Use of a motor vehicle on University property is a privilege, not a right, and is made available only under the policies established in the University Parking and Traffic Regulations manual currently in effect. Any vehicle driven or parked on the campus of the University by an OSU student or employee should be registered with the OSU Parking Services.

The purpose of these regulations is to expedite the safe and orderly conduct of University business and to provide parking facilities in support of that function within the limits of available spaces. Purchase your permit online at www.parking.okstate.edu (<http://www.parking.okstate.edu>); new faculty or staff, vendor, handicap, university vehicle, carpooling, retiree, construction, registration, visitor or special permits must be purchased in person at the Parking and Transportation Services office. A copy of the OSU Parking Rules and Regulations booklet is available from the Parking Services office, 1006

West Hall of Fame on the corner of Monroe and Hall of Fame; or view online at www.parking.okstate.edu (<http://www.parking.okstate.edu>).

Bicycle registration with the OSU Department of Parking and Transportation Services is advantageous in the event the bicycle is stolen or lost. When bicycles are recovered by the department they are checked against bicycle serial numbers maintained in the registration files for return of the bicycle to the rightful owner. Permits are free of charge and can be obtained in-house or online (shipping fees will apply). Prior to obtaining a permit you are required to review safety guidelines before registering your bicycle. You can view the tutorial, and take the quiz online at <http://stillwater.sharepoint.okstate.edu/Training/BicycleSafety/default.aspx>.

OrangeRide Bicycle Rental and Repair

OrangeRide is a bicycle rental program being offered to promote affordable and convenient transportation to the campus and Stillwater community. The shop, which is located on the west end of the Multi-Modal Terminal, will be open Monday-Friday 10:00 a.m. - 5:00 p.m. offering rentals on a daily, weekly, or by semester basis. In addition to bicycle rental, the shop will also provide basic bicycle repair for personally owned bicycles. (405) 744-BIKE

Transit Services

The BUS is the campus and community transit service operated by the Department of Parking and Transportation Services. The BUS offers fixed route transit and on-demand paratransit service year-round. Bus transportation is available from 6:30 a.m. until 10:30 p.m. Monday through Friday during the school year and 6:30 a.m. until 7:00 p.m. during the summer. Route and time information are available at the Parking and Transit Services office or online at www.transit.okstate.edu (<http://www.transit.okstate.edu>).

THE BUS also offers an online bus tracking system at <http://thebus.okstate.edu/> where you can select a route and identify where the buses are on route in relation to your location, available on your desktop and mobile device (Android and iPhone apps).

Tulsa Shuttle

BOB, OSU's Big Orange Bus, is a shuttle service between the Stillwater and Tulsa campuses. There are nine round trips daily from each campus Monday - Thursday; seven round trips on Friday. It is open to current students, staff and faculty and is now open to the public. The cost is \$7.50 one way for students; and \$13 one way for faculty/staff and public. Reservations can be made at <https://shuttle.okstate.edu> or in person: Stillwater at the Shuttle office in 1006 West Hall of Fame, at the corner of Hall of Fame and Monroe, Monday - Friday 7:30 a.m. to 5:00 p.m., or in Tulsa at the North Hall Information Center, Monday - Thursday from 7:00 a.m. to 6:00 p.m. and Friday from 7:00 a.m. to 5:00 p.m. In Stillwater, call 405-744-7100 and in Tulsa call 918-594-8332.

University Counseling Services

Chris Barlow, MHA—Interim Director
Emily Billings, MS—Clinical Counselor
Dylan Burns, PhD—Senior Clinical Counselor
Carol Challenger, PhD—Senior Clinical Counselor
Brandie Chandler, MS MSW—Clinical Counselor
Joseph Dunnigan, PhD—Senior Clinical Counselor
Nikkie Dunnigan, MS—Clinical Counselor
Joni Hays, PhD—Coordinator, Reboot Center
E. David Kuekes, MD—Psychiatrist

Stephen Scott, MBS—Clinical Counselor
 Diana Littlefield, MS—Substance Abuse Counselor
 Kara Niccum, MS—Substance Abuse Counselor
 Veronica Sutton, MS—Outreach Specialist
 Cindy Washington, MS—Senior Clinical Counselor

University Counseling Services (UCS) provides a broad range of services and programming to meet the dynamic and diverse mental health needs of college students. UCS houses the Student Counseling Center, Alcohol and Substance Abuse Center, Reboot Center, and Student Disability Services. UCS is committed to supporting students' personal and academic development by addressing needs holistically; including emotional, social, and physical well-being.

The Student Counseling Center and the Alcohol and Substance Abuse Center provide confidential professional mental health counseling for OSU students. Common areas of concern addressed include stress, anxiety, depression, eating disorders, substance abuse, interpersonal relationships, academic functioning, and self-exploration. These centers offer individual and group counseling, a walk-in clinic, after-hours mental health crisis management via 1-855-CALLSAM, access to online therapeutic support via TAO, and outreach programming such as the Mental Health Series, grief support, and programs tailored for specific populations or groups. Students may schedule services by calling 405-744-5458 or visiting 320 Student Union.

The Reboot Center provides stress management services to students, faculty and staff. The Reboot Center is an inviting space to relax, re-charge and re-focus to calm the mind and body amidst of the hustle and bustle of college life. The center provides individual consultations for stress management and performance enhancement using computer simulations and games responsive to stress physiology. Popular choices include using regulated breathing to keep your race car on the road and mindful meditation programs. OSU Pet Posse dogs are also available at the Reboot Center every Tuesday and Thursday from 12-1 p.m. during fall and spring semesters. All services are free and available on a walk-in basis in 320W Student Union.

University Counseling Services is an accredited member of the International Association of Counseling Services, Inc.

Americans With Disabilities Act (ADA) Compliance Program

Office of Equal Opportunity

OSU is committed to improving the full and nondiscriminatory participation in all aspects of campus life for individuals with disabilities. Considerable progress has been made to enhance ADA access to OSU programs, services, facilities and grounds. Students with disabilities are encouraged to help with such efforts by identifying and reporting barriers and other access issues encountered throughout the University Community to the Office of Equal Opportunity. Any student who believes they have experienced discrimination on the basis of a disability can seek resolution through the Equal Opportunity Officer. For more information, contact the Office of Equal Opportunity, 408 Whitehurst, 405-744-9153 or by email address at eeo@okstate.edu.

Student Disability Services

Isabel Medina Keiser—Coordinator

Student Disability Services (SDS) at Oklahoma State University offers academic support to students with disabilities attending the Stillwater

campus. Student Disability Services is committed to providing a community that ensures full participation for students. Additionally, Student Disability Services is a resource for faculty and staff members. Appropriate services are determined on an individualized basis and may include academic advisement, specialized testing, accessible textbooks, classroom access, assistive technology and other services based on disability-related need. Students must initiate a request for services by contacting Student Disability Services at 315 Student Union, 405-744-7116, fax 405-744-8380 or VP 405-571-9860 or by email at accessibility@okstate.edu. In addition, students may exercise certain ADA appeal "rights" if dissatisfied with student services and or their academic accommodations (forms and procedures will be made available as requested).

University Dining Services

When it comes to food, it's all about choices - and with 30 unique dining options, there's something for every Cowboy. From national franchises to local favorites, healthy meals to indulgent snacks, the possibilities are endless. Whether you want an early-morning coffee or need a late-night snack, we've got it covered. We recognize that our students have varying needs and tastes when it comes to food; that is why we offer some of the most flexible plans in the nation.

Being a part of "America's Healthiest Campus" means there are always well-balanced, nutritious options for our customers. Our Choose Orange food labeling program encourages students to choose healthier options while dining on campus by easily identifying better-for-you choices without having to read a nutrition label. The program is based on the U.S. Dietary Guidelines and qualified items are identified by the Choose Orange icon.

All freshmen living on campus are required to have a meal plan at the bronze level or higher. Campus meal plans are available to anyone—on or off-campus students, as well as any staff or faculty member.

How our Meal Plans Work

One week before the start of each semester, your meal plan amount is automatically loaded on your student ID, which can be swiped at any dining outlet on campus like a debit card. You can immediately spend as much or as little as you want, whenever you want and your balance declines as you make purchases.

Your meal plan is valid anywhere you can eat or drink on campus, including on-campus sporting venues. Each item on campus has a dollar value associated with it, and you are only charged that specific amount each time you use your meal plan to dine on campus—no "blocks," "meals," or limits!

Didn't use your full meal plan this semester? No worries! Each contracted meal plan has a "rollover" amount that will stay with you from semester to semester as long as you maintain a valid meal plan contract for the following term (this does not include the non-contract G plan). To learn more about everything UDS has to offer, please visit dining.okstate.edu (<https://dining.okstate.edu>). For meal plan questions, call 405-744-4920, email dining@okstate.edu, or visit the Meal Plan office at 301 Student Union.

Meal Plan	Cost per semester	Maximum Rollover with Valid Contract
Platinum	\$2,275	\$340
Gold	\$2,005	\$300
Silver	\$1,755	\$265

Bronze*	\$1,550	\$230
Copper	\$1,180	\$175
Plan G (Non-Contract)** \$100 Increments		Not subject to rollover limits or restrictions.

*Minimum meal plan for freshmen living on campus.

**Option for students who wish to have occasional meals on campus. Starts with a \$100 minimum balance and is loaded in \$100 increments as the student wishes. Full balance will carry from semester to semester.

University Health Services

Chris Barlow, MHA—Director

Oklahoma State University is as interested in the student's physical and emotional well-being as it is in his or her intellectual and cultural development. Good health will not guarantee academic success, but it will help; while poor health, either physical or emotional, can impair both the academic and the extracurricular career.

University Health Services maintains a staff of full-time physicians, nurses, laboratory technologists, pharmacists, x-ray technicians, and other necessary support personnel who make a specialty of providing the best possible care at the least possible expense for the student.

University Health Services is an ambulatory primary care facility, designed to provide cost-effective, physician-directed health care to students. A list of services provided by University Health Services includes laboratory, x-ray, pharmacy and Nutritional services. A comprehensive list may be found at <http://uhs.okstate.edu>. In the event a medical condition exists that is beyond the scope of the services offered, referrals can be made to a family physician or a local physician in Stillwater. Emergency services are offered by Stillwater Medical Center 24 hours a day. University Health Services is fully accredited by the Accreditation Association for Ambulatory Health Care.

Health Requirements

All new students are required to complete and submit Immunization records and a health history form. Oklahoma law requires that students report their compliance with certain childhood immunizations: specifically measles, mumps, rubella (MMR), hepatitis B, and meningitis. Students may submit this information electronically by logging into their health portal at <https://okstateportal.pointnclick.com> and authenticate using their O-key login and password. Additional information about immunization compliance may be found at <http://uhs.okstate.edu/>. Failure to comply may prevent future enrollment.

Tuberculosis Testing International Students

All international students are required to be screened for tuberculosis prior to being allowed to complete initial enrollment. This screening must be completed at University Health Services. If screening indicates that TB testing be performed, the student will be responsible for the cost of testing. No tests from outside the US will be accepted. A chest x-ray film from outside the US does NOT satisfy this requirement.

Tuberculosis Testing Domestic Students

Domestic students who meet any of the following criteria need to be screened for tuberculosis:

- Students who have resided outside the U.S. for more than eight weeks continuously, or

- Students with a health/medical condition that suppresses the immune system, or
- Students with known exposure to someone with active tuberculosis disease.

For more information contact:

University Health Services
1202 West Farm Road
Oklahoma State University
Stillwater, Oklahoma, 74078

or download the form from the Internet at uhs.okstate.edu (<http://uhs.okstate.edu>).

Mandatory Health Insurance for Non-Immigrant Students

The Oklahoma State University Board of Regents requires that non-immigrant students maintain health insurance as a condition of enrollment. The premium for the Student Health Insurance Plan will be included with tuition and fees for all non-immigrant Oklahoma State University Students. Please note that Oklahoma State University Human Resources no longer accepts insurance waivers (even for those who have already purchased their own health insurance). All international students will be enrolled in the university's insurance. Questions regarding plan details and pricing should be directed towards Oklahoma State University Human Resources.

The insurance premium will be waived for students who provide documented evidence of health insurance coverage, including medical evacuation and repatriation, by an employer whose plan meets the standards of the Patient Protection and Affordable Care Act. Non-immigrant students employed by OSU and eligible for the OSU employee insurance plan will not be covered by the student plan. Documentation of health insurance through OSU as an employee of OSU must be presented to Oklahoma State University Human Resources.

Students employed by OSU as either Graduate Teaching Assistants or Graduate Research Assistants may receive the Student Insurance Plan as part of their assistantship. Please inquire about that with the academic department in which the assistantship is located.

If you have an appointment as an OSU Graduate Teaching or Research Assistant, OSU provides the student health insurance policy for you. You will be required to submit a request for waiver. Waivers are required to be submitted by the end of the fifth day of classes. Waiver forms can be found at <http://iss.okstate.edu/>.