

Division of Student Affairs and Enrollment Services

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Richmond, Virginia 23284-3017
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<http://www.students.vcu.edu>

Henry G. Rhone

Vice Provost for Student Affairs and Enrollment Services (1989)
B.A. 1968 Amherst College
M.Ed. 1973 Virginia Commonwealth University
Ed.D. 1977 University of Virginia

Reuban B. Rodriguez

Associate Vice Provost and Dean of Student Affairs (2004)
B.A. 1984 Emory University
M.S. 1993 Georgia State University
Ed.D. 1999 University of Central Florida

Randall W. Dahl

Associate Vice Provost for Enrollment Services (2004)
B.S. 1968 University of Illinois
M.S. 1970 Indiana University
M.P.A. 1977 University of Kentucky
Ed.D. 1981 University of Kentucky

Martha L. Green

Assistant Vice Provost for Student Affairs and Enrollment Services (2001)
B.A. 1968 University of North Carolina, Greensboro
M.S. 1971 Virginia Commonwealth University
Ed.D. 1994 North Carolina State University

Geoffrey H. Young

Associate Dean of Student Affairs, MCV Campus (2004)
B.A. 1984 Hampton University
M.A. 1988 Ohio State University
Ph.D. 1990 Ohio State University

The university offers students a wide variety of services, facilities and resources, many of which are the administrative responsibility of the Division of Student Affairs and Enrollment Services.

Office of the Vice Provost for Student Affairs and Enrollment Services

Henry G. Rhone

Vice Provost for Student Affairs and Enrollment Services

The mission of the Division of Student Affairs and Enrollment Services is to help VCU students learn and develop from their educational experiences, to improve the quality of student life through attention to the varied aspects of the campus environment, to provide quality services that are responsive to student needs, and to effectively communicate and collaborate with students, faculty, alumni, families and other publics.

Campus life departments of the division are the Office of the Dean of Student Affairs, Monroe Park Campus; the Office of the Associate Dean of Student Affairs, MCV Campus; Larrick Student Center; University Student Commons and Activities; the University Career Center; Cooperative Education; University Counseling Services; University Student Health Services; Recreational Sports; and Residential Life and Housing. The enrollment services areas of the division are Financial Aid, Student Accounting, Records and Registration, and Undergraduate Admissions.

Special programs in support of students' academic success are First Year Student Services, and the offices of Disability Support Services, Student Academic Support Services (MCV Campus) and Multicultural Student Affairs.

In addition, the division provides administrative support for the key policies of the university, including the VCU Honor System and the Rules and Procedures.

The Office of the Vice Provost for Student Affairs and Enrollment Services is located in the Sitterding House at 901 Floyd Ave., P.O. Box 843017, Richmond, VA 23284-3017. The telephone number is (804) 828-1244.

Office of the Associate Vice Provost and Dean of Student Affairs

Reuban B. Rodriguez

Associate Vice Provost and Dean of Student Affairs

The Office of the Associate Vice Provost and Dean of Student Affairs serves as a resource for students, parents of students, faculty and staff who have problems or concerns with their interaction with one another or with the university. The dean's office assists in resolving issues or refers inquirers to the appropriate person elsewhere at VCU.

The dean's office also is actively involved in understanding students and their needs, improving the quality of student life, and collecting and disseminating information important to students.

The dean sits on a number of university committees, participates in orientation activities, provides supervision for several departments of the Division of Student Affairs and Enrollment Services and serves as a key administrator for several major policy statements of the university including the VCU Honor System.

Students, parents of students and staff who have issues they wish to discuss or who are interested in various programs and opportunities should visit the dean's office, located in the Sitterding House, 901 Floyd Ave., P.O. Box 843017, Richmond, VA 23284-3017. Telephone (804) 828-8940 or send e-mail to vcudean@vcu.edu.

Office of the Associate Vice Provost for Enrollment Services

Randall W. Dahl

Associate Vice Provost for Enrollment Services

The Office of the Associate Vice Provost for Enrollment Services provides leadership in the development and implementation of the university's enrollment plans, policies, related service programs, leadership and coordination in marketing and undergraduate student

recruitment, coordination in enrollment and recruitment initiatives with the individual schools, college, graduate school and international education.

The associate vice provost has planning, policy and administrative oversight responsibilities for a wide range of academic and student services provided by the offices of Undergraduate Admissions, Financial Aid, Records and Registration, Student Accounting and First Year Student Services. Functions and services provided by the various enrollment services units are described in this section and in the "Admission to the University," "Expenses and Financial Aid," and "Academic Regulations" chapters of this bulletin.

The Office of the Associate Vice Provost for Enrollment Services is located in the Sitterding House, 901 Floyd Ave., P.O. Box 843017, Richmond, VA 23284-3017; phone (804) 827-8737; e-mail rdahl@vcu.edu or wglee@vcu.edu.

Office of the Assistant Vice Provost for Student Affairs and Enrollment Services

Martha L. Green

Assistant Vice Provost for Student Affairs and Enrollment Services

The Office of the Assistant Vice Provost for Student Affairs and Enrollment Services provides assistance to the vice provost for student affairs in the overall administration of the Division of Student Affairs and Enrollment Services. This office also is actively involved in understanding students and their needs, improving the quality of student life, and collecting and disseminating information important to students and to the university. Printed publications of this office include the VCU Resource Guide and the Handbook for Parents. Most Division of Student Affairs and Enrollment Services publications are available on the Web at <http://www.students.vcu.edu>.

The assistant vice provost sits on a number of university committees, serves as the ombudsman for students, the development officer and provides supervision for several departments in the Division of Student Affairs and Enrollment Services.

The Office of the Assistant Vice Provost for Student Affairs and Enrollment Services is located in the Sitterding House at 901 Floyd Ave., P.O. Box 843017, Richmond, VA 23284-3017. Telephone (804) 828-7525 or send e-mail to mlgreen@vcu.edu.

Office of the Associate Dean of Student Affairs, MCV Campus

Geoffrey H. Young

Associate Dean of Student Affairs, MCV Campus

The Office of the Associate Dean has primary responsibility for the administration of the university's disciplinary procedures and the University Honor System, coordinates student affairs services on the MCV Campus in concert with the associate vice provost and dean of student affairs, works closely with the student leadership organizations on the MCV Campus and is the primary spokesperson with students, parents, faculty and administrators on issues related to the quality of life for students on the MCV Campus.

The associate dean's office is located in Bear Hall, 10th and Leigh streets, P.O. Box 980243. Telephone (804) 828-0525 or send e-mail to gyoung@vcu.edu.

University Student Commons and Activities, Monroe Park Campus

Timothy A. Reed

Director (1998)
B.S. 1982 University of Evansville
M.A. 1985 The Ohio State University
Ph.D. 2001 Virginia Polytechnic Institute and State University

The facilities, services and programs of the University Student Commons and Activities are designed and implemented to bring together all members of the VCU community, thereby contributing to intellectual, emotional and social growth through informal interaction. A diverse offering of educational, social, cultural and recreational programs represents an invitation to make use of personal time as an integral part of the college experience. Students develop and refine citizenship, leadership, management and interpersonal skills through participation in programs, events and organizations with administrative and advising support from staff.

University Student Commons

907 Floyd Avenue
P.O. Box 842032
Richmond, Virginia 23284-2032
(804) 828-6500
<http://www.students.vcu.edu/commons>

The University Student Commons is a gathering place for the VCU community on the Monroe Park Campus—students, faculty, staff, alumni and guests. The Commons provides an array of programs, facilities and services to meet the needs of daily life on campus. All the facilities and services in the Commons are conveniently accessible to people with mobility impairments. Building hours during the academic year:

Monday – Thursday	7 a.m. – midnight
Friday	7 a.m. – 1 a.m.
Saturday	10 a.m. – 1 a.m.
Sunday	Noon – 11 p.m.
(Holiday and summer session hours are posted.)	

Information Services

Information Services is staffed by students ready to field any VCU-related question. Stop by, or call (804) 828-1981. Stay-In-Touch Television (SIT-TV), a system of video monitors located throughout the Commons, displays up-to-the-minute information about campus services and events as well as local weather, national news and sports.

Lounges, meeting rooms and event spaces

The Lobby Lounge is the crossroads of the Monroe Park Campus — a great place to meet friends or watch people. The Plaza, Floyd and Richmond Lounges as well as the James River Terrace offer a quieter atmosphere for study, conversation or reflection in addition to great views of the popular Floyd Avenue walkway and the Commons Plaza. Art exhibition space includes the Art Gallery and other public spaces around the Commons. The expanded Commons has more meeting rooms and event rooms for students and student organizations in which to hold activities. From the small conference rooms to the Commonwealth Ballroom and Richmond Salons, the Commons can meet the needs of just about any organization planning campus events.

General services

Dining and retail services include the first-floor food court, open for breakfast, lunch and dinner, hot meals and fast food on a cash or credit debit basis. A technology store, Online@VCU offers computer hardware and software. Other facilities of the Commons include a self-service U.S. Post Office station, two Wachovia ATM locations, pay tele-

phones, a coin-operated photocopier and vending machines.

Off-campus Student Services

With services available to those who drive, ride, walk or bus to campus, Off-campus Student Services offers ride-share assistance, a car emergency tool kit for check-out, bicycle registration, off-campus housing assistance, and coin-operated and rental lockers providing secure storage for personal belongings. The Common Ground, located on the lower level, includes a Ride Board to connect drivers and riders for local and long-distance carpooling, LAN ports to the campus network for students' laptop computers, a microwave for heating lunches and vending machines. Rental lockers, available for rent by semester or academic year, also are available on the lower level. Coin-operated lockers for short-term storage of personal belongings are located in Room 141.

Student programs

The Student Programs Office is located in Room 229, University Student Commons, 907 Floyd Ave., P.O. Box 842035, Richmond, VA 23284-2035; telephone (804) 828-3648.

This office supports and encourages numerous opportunities for students to participate and provide leadership in social, cultural, service and recreational activities and organizations. Students determine their own level of involvement, bearing in mind the need for balance between academic and cocurricular commitments.

Student organizations and volunteer services

VCU has more than 230 registered student organizations. Whether interested in student government, campus programming, Greek life, recreational sports or community service, students may choose from a variety of organizations.

The Student Organization Service Center is located in the Commons Underground (Lower Level), it houses office space for student groups, provides support services and resources to foster organization development. Web pages, listservs, storage space, mailboxes, photocopying and more are resources and services available in the center.

Volunteer Services provides a link between VCU and the Richmond community through one-time service initiatives and

ongoing volunteer opportunities. Volunteer Services hosts a Student Organization and Volunteer Fair during the fall semester, and in the spring, sponsors the Alternative Spring Break program. Other activities include the sponsorship of a mentoring program — the Carver Promise, 60 Minutes Service series, and the Into the Streets service plunge.

Programs and events

Focus is on events that bring social and educational programming to the university and promote campus life. Annual programs include: The Back to College Jam, Welcome Week, First Friday, Fall Tip-off, Help for the Holidays, concerts, fall and spring short courses, Homecoming and the "Class of:" Graduation Party. The summer program series offers trips, films and concerts through summer sessions.

Leadership and Greek Life

The Office of Leadership and Greek Life offers a variety of programs and services open to any student who wants to enhance his or her leadership skills. The office offers workshops, retreats and consultation. By participating in any one of VCU's leadership opportunities, students can maximize their potential and gain valuable skills.

The Greek community at VCU consists of 21 diverse and dynamic fraternities and sororities that are dedicated to scholarship, service and personal development.

Jonah L. Larrick Student Center, MCV Campus

James W. Miller

Director, Larrick Student Center (1985)
B.S. 1991 Radford University

The Jonah L. Larrick Student Center, located at 641 N. Eighth St., is a circular building with dining facilities on the first level and activity areas on the second level. The first floor cafeteria is available to boarding students as well as others on a cash basis. The lounge upstairs accommodates up to 375 people and is used for movies, dances, lectures, receptions, art exhibitions and other events. Offices are provided for the MCV Campus Student Government Association, the X-Ray yearbook and the MCV Campus Honor Council. Also available are separate areas for billiards and table tennis, television and listening to music.

The Student Center Board, composed of students, faculty and administrators, determines procedures, programs and priorities for the Larrick Center and helps determine student interests and needs.

To reserve activity space or for more information, telephone (804) 828-3438.

Larrick Center hours

Monday – Friday	8:30 a.m. – 11 p.m.
Saturday and Sunday	1 – 11 p.m.

Honor societies

Chapters of the following national honor societies are located at VCU and annually recognize students and faculty for their service and scholarship:

Honorary

- Alpha Kappa Delta – sociology
- Golden Key International Honor Society
- Order of Omega – fraternities and sororities
- Phi Eta Sigma – freshman honor society
- Phi Sigma Pi National Honor Fraternity – Alpha Sigma Chapter
- Pi Theta Epsilon, Phi Chapter – occupational therapy honor society
- Psi Chi, National Honor Society in Psychology
- Sigma Phi Omega, Epsilon Chapter
- Tau Beta Phi Engineering Honor Society

Discipline societies

- Alexandrian Society – History Club
- American Criminal Justice Association
- American Institute of Graphic Arts
- American Marketing Association
- American Society for Interior Design
- American Society for Mechanical Engineers – student chapter
- Anthropology Club
- Association for Information Technology Professionals
- Bachelor of Social Work Association
- Beta Alpha Psi (Accounting)
- Biomedical Engineering Society
- Black Data Processing Association
- Black Master of Social Work Association
- CARD Senior Exhibition
- Contemporary Crafts Society
- Counselor Education Student Networking Association
- Delta Epsilon Chi
- Delta Sigma Pi – business
- Dental Club VCU, ASDA
- Emergency Medicine Student Association
- Engineering Student Council
- Financial Management Association
- Forensic Science Student Club
- Gamma Iota Sigma – insurance
- Gamma Theta Upsilon, Theta Omega Chapter – geography
- Graduate Artists Association
- Graduate Organization of Biology Students
- Graduate Research Association of Students in Pharmacy Health, Physical Education and Recreation Majors Club

Inter Fraternity Council (Pharmacy)
 International Society for Pharmacoeconomics and Outcomes Research
 Institute of Electrical and Electronic Engineers
 Jennings Society – economics
 Kappa Epsilon (Pharmacy)
 Kappa Kappa Psi
 Kappa Psi (Pharmacy)
 Le France Club
 Life Sciences Club
 Master of Social Work Student Association
 Master's Society in Business
 Minority Association of Pre-medical Students
 National Art Education Association – student chapter
 National Association of Black Accountants
 National Society of Black Engineers
 Phi Beta Lambda
 Phi Delta Chi (Pharmacy)
 Phi Lambda Sigma (Pharmacy)
 Philosophy Club
 Pre-dental Club at VCU, ASDA
 Pre-law Society of Virginia Commonwealth University
 Pre-med Society
 Pre-pharmacy Club
 Pre-physical Therapy Club
 Professional and Academic Writers Association
 Public Relations Student Society of America
 Ranger Challenge Club ROTC
 Religious Studies Society
 Rho Chi (Pharmacy)
 Siggraph Student Chapter – VCU
 Society for Advancement of Management
 Society for Human Resource Management – student chapter
 Society of Professional Journalists – VCU chapter
 Society of Women Engineers
 Student Association of Community Pharmacists
 Student Chapter of Physicians for Human Rights at VCU/VCU Medical Center
 Student Chapter of Virginia Society of Health-system Pharmacists
 Student National Pharmaceutical Association
 Student Nurses' Association
 Student Occupational Therapy Association of VCU
 The Gogs (Theater and Performance)
 Theta Tau, Kappa Gamma Chapter – engineering
 Urban and Regional Planning Student Association
 Urban Studies Student Association
 Virginia Academy of Students of Pharmacy
 VCU School of Pharmacy – Classes of 2003 – 06
 Zeta Phi Sigma Engineering Sorority

MCV Campus students who excel in scholarship and leadership may be eligible for membership in honor societies related to their fields of study. In addition, MCV Campus students who meet established criteria may be elected to one or more of the following societies:

- **Phi Kappa Phi** is a national honor society that recognizes and encourages superior scholarship. It accepts members from applied and professional fields of study as well as from letters, arts, sciences

and humanities. The VCU chapter was installed in 1977.

- **Sigma Xi Society** is a national honor society founded for the encouragement of research in science and that recognizes individuals for research achievement or promise.
- **Alpha Sigma Chi** is an MCV Campus organization founded in 1938. It recognizes those individuals who excel in leadership and service to colleagues, school and the university.
- **Sigma Zeta** is an honorary science fraternity that encourages and fosters knowledge of the sciences and recognizes attainment of high scholarship in the sciences. Gamma Chapter was installed at MCV in 1926.

Student and university governance

The University Council, an advisory body to the university president, is the highest internal governance body at VCU. The council is made up of 27 faculty members, 10 students, 10 administrators, 10 classified staff members and four subcommittees — the Committee on Student Affairs, the Committee on Academic Affairs, the Committee on Faculty Affairs and the Committee on Classified Staff Affairs.

Monroe Park Campus Student Government Association

The Monroe Park Campus Student Government Association is composed of senators elected from the college and each of the six schools on the Monroe Park Campus and an elected student body president, vice president and executive director for university relations.

The Monroe Park Campus SGA provides opportunities for students to express themselves in the development and implementation of VCU policies, to develop and coordinate services and activities for students, and to budget and allocate student activities fees. Elections for student senators, student body president and student body vice president are held each spring. Appointments of at-large senators and student representatives to university committees are made as vacancies occur throughout the year.

The SGA is organized into standing committees — steering, appointments,

appropriations, elections, human relations, legislative issues, publicity and student services — and nonelected at-large members are encouraged to join most of these committees. All meetings of the senate are open to the public.

Additional information about the Monroe Park Campus SGA is available from the SGA office in the Student Activities Center or by calling (804) 828-7551.

Many other opportunities to participate in departmental and/or school decision making exist for students on the Monroe Park Campus. Contact department or deans' offices for more information on committee participation.

MCV Campus Student Government Association

The student body organization on the MCV Campus was formed to promote college activities, to promote a concern among students for each other and a greater identification with the university, to express a unified voice in matters that affect the best interest of the student body and to foster a constructive relationship between the university and the community and state.

Representatives to the MCV Campus Student Government Association are elected from each class in each health science school on the basis of one representative per 40 students. SGA meetings are held monthly from September through April (except December), and are open to all MCV Campus students. The association sponsors such projects as blood drives and University Guest Day and provides a forum for discussion of student ideas and suggestions.

Programming Commission, Monroe Park Campus

The newly formed Programming Commission coordinates programs and events planned by student organizations that specialize in major event planning.

Activities Program Board

The committees of APB plan and implement social, educational and cultural activities for students. Subcommittees are open to all VCU students. Contact the program committee chairs for involvement information at (804) 828-7550.

InterCultural Festival Planning Board

This board plans the annual InterCultural Festival held the first Sunday in April. One of the largest outdoor events at VCU, the InterCultural Festival celebrates the diversity of VCU and the Richmond community. Students should contact OMSA at (804) 828-6672 for information.

Fall Step Show Planning Board

The annual Fall Step Show is the largest student-planned show of its kind at VCU. Each year the Step Show Planning Board creates a program highlighting the rich heritage of the historically African American fraternities and sororities. Students should contact the Leadership and Greek Life Office for information on this event at (804) 828-3648.

Student Media Commission

Commonwealth Times

Students write and edit the Commonwealth Times, a campus newspaper containing news, features, editorials and reviews of timely topics. The offices are located in Room 1149 of the T. Edward Temple Building, 901 W. Main St., P.O. Box 842010, Richmond, VA 23284-2010; (804) 828-1058.

The Vine

This news magazine presents news of VCU's multicultural students. The office is located in the Temple Building, Room 1140; telephone (804) 827-0646.

Millennium

This literary magazine, published annually, showcases creative writing and art by VCU students.

WVCW

The student-operated radio station can be heard at WVCW-AM 640 on campus, online or via cable radio. Programming includes music, information, news, public affairs and public service announcements. WVCW studios and offices are located in the T. Edward Temple Building, Room 1123, 901 W. Main St., P.O. Box 841961, Richmond, VA 23284-1961; telephone (804) 828-1057.

University Career Center

Susan Story

Director (1988)
B.A. 1968 State University of New York at Stony Brook
M.Ed. 1988 Virginia Commonwealth University

The University Career Center assists students and recent alumni to identify and achieve their career goals. Career Center staff work with students to help them explore career options, decide on career directions and develop sound strategies for realizing their career goals.

The Career Center, located in Room 143 of the Student Commons, offers a career library of more than 600 books and publications. Students have access to employer literature such as annual reports, recruiting brochures, and graduate and professional school publications.

Career counseling sessions are offered by appointment using assessment tools such as Campbell Interest and Skill Surveys, the Strong Interest Inventory, the Self-directed Search and the Myers-Briggs Type Indicator. Students may receive assistance with resume development, job search skills and interviewing techniques.

The Career Center maintains job postings of part-time, internship and off- and on-campus work-study positions for students who are eligible. These postings may be accessed 24 hours a day through the Career Center Web site at <http://www.students.vcu.edu/careers> or in the Career Center computer lab.

The Career Center also offers a comprehensive Cooperative Education Program that blends traditional academics with paid work assignments in industry, business, government and nonprofit organizations. This combination enhances the student's academic knowledge, personal development and preparation for a professional career, and provides broad exposure to the student's academic major. Students may work part time while taking classes or alternate semesters of work and study.

The Cooperative Education Program is open to undergraduate and graduate students in most majors. To be eligible, students must have:

- declared a major.
- completed at least 24 credits.

- a 2.5 GPA or better for sophomores.
- a 2.0 GPA or better for juniors and seniors.

Prior to placement, a student must have eligibility verified and must complete a Cooperative Education orientation session. Once placed, a student must enroll in the appropriate noncredit Cooperative Education course. Special administrative fees are shown in the Schedule of Classes each semester. Some credit arrangements are available through the academic departments.

Students that are graduating within the academic year use the Career Center to interview with business, industry, government and education representatives who visit the campus to recruit prospective graduates for permanent positions in their respective organizations. Students are encouraged to sign up as participants in the Career Center's Web-based resumé referral system called CareerConnections in order to be referred to employers and have access to job listings.

Courses in cooperative education (COOP)

COOP 298 Cooperative Education Experience

Semester course; the student works a maximum of 20 hours per week, completes all off-campus/on-campus assignments. No credit. Open to students who have been placed in an approved co-op position with an agency, business, industry or institution.

COOP 398 Cooperative Education Experience

Semester course; the student works a maximum of 40 hours per week, completes all off-campus/on-campus assignments. No credit. Open to students who have been placed in an approved co-op position with an agency, business, industry or institution.

University Counseling Services

Charles Klink

Director (2001)
B.A. 1978 Goshen College
M.A. 1984 The Ohio State University
Ph.D. 1993 The Ohio State University

Students with personal, social, psychological or special educational needs may find help from University Counseling Services. The goals of UCS are to promote students' academic success and personal growth as well as to assist students who are experiencing stress or crisis.

University Counseling Services offers services from two offices, one on each campus. The contact information for each follows.

Monroe Park Campus

University Student Commons
 907 Floyd Avenue, Room 238
 P.O. Box 842525
 Richmond, Virginia 23284-2525
 (804) 828-6200

Monday – Friday 8 a.m. – 5 p.m.

During semester break, spring break and summer, the office closes at 4:30 p.m. daily on both campuses.

MCV Campus

Hunton Hall
 302 North 12th Street, Third Floor
 P.O. Box 980238
 Richmond, Virginia 23298-0238
 (804) 828-3964

Monday, Wednesday, Thursday, Friday 8 a.m. – 5 p.m.
 Tuesday 11 a.m. – 8 p.m.

University Counseling Services can meet students' needs in a variety of ways:

Counseling and psychotherapy

Individual and couples work is designed to deal with personal and interpersonal issues.

Group counseling

Ongoing psychotherapy groups focus on personal and social concerns.

Psychiatric services

Limited services include medical evaluation, diagnosis and treatment with psychotropic medication.

Consultation and outreach

Presentations, workshops and staff consultation are available to student organizations, academic departments and other groups on issues relevant to each group's needs.

Safe zone

Workshops for faculty and staff designed to reduce homophobia and heterosexism.

Career counseling

Individual sessions designed to clarify career direction and satisfaction.

Counseling services are free except for small fees associated with some assessment measures.

University Student Health Services

Betty Anne Johnson

Director (1985)
 B.A. 1973 Colorado Women's College
 Ph.D. 1981 University of Iowa
 M.D. 1982 Harvard Medical School

Monroe Park Campus

Sport Medicine Building
 1300 West Broad Street, Suite 2200
 P.O. Box 842022
 Richmond, Virginia 23284-2022
 (804) 828-8828
 Fax: (804) 828-1093

Monday – Thursday 8 a.m. – 5 p.m.
 Friday 10 a.m. – 5 p.m.

MCV Campus

VMI Building
 1000 East Marshall Street, Room 305
 P.O. Box 980201
 Richmond, Virginia 23298-0201
 (804) 828-9220

Monday – Thursday 8 a.m. – 4:30 a.m.
 Friday 10:30 a.m. – 4:30 p.m.

University Student Health Services offers quality primary health care for treatment of acute and chronic illness. In addition to diagnosis and treatment, the service emphasizes prevention of illness through screening, counseling and health education. Full-time students are required to participate and must pay the student health fee. Part-time students who elect to participate in the service must pay the full student health fee.

The service is staffed by physicians, physician assistants, nurse practitioners, registered nurses, pharmacists and health educators.

Services offered by USHS include general medical, allergy and gynecology clinics, pharmacy and laboratory, after-hours emergency care, and health education and public health programs.

All educational activities sponsored by USHS are available to all students.

Treatments for injury and hospitalization are not covered by USHS, and students are urged to join the university-sponsored group health plan.

Immunization requirements

Virginia law requires all full-time students to submit an official certification of immunization to USHS prior to registration. Immunization records may be mailed, faxed

or brought to Student Health Services at the Monroe Park Campus as listed previously.

All students whose birth country is not the United States or Canada, regardless of enrollment status, are required to complete tuberculosis screening at USHS upon arrival on campus.

Do not mail, fax or turn in your immunization record anywhere else. (If record is turned in at STAR, put it in the box marked immunizations.) Do not send immunization records to the Office of Undergraduate Admissions.

It is strongly recommended that all students make copies of their immunization record form. For questions or a copy of the immunization certificate, call the Monroe Park Campus office as listed previously.

The immunization form can be signed by the student's health care provider after all the necessary information has been transferred onto the form. Copies of immunization dates from military records, health department records and high school records may be submitted. An immunization form can be found in the Handbook for Admitted Students and on the Web at <http://www.students.vcu.edu/health/immunizations>.

If documented evidence of required immunization proof cannot be provided, students must get the necessary immunizations from their health care provider, local health department or through Student Health.

Students born after Dec. 31, 1956

For all students born after Dec. 31, 1956, student must provide:

Tetanus: Documentation of tetanus booster within the last 10 years.

Rubeola (red measles): Two doses, both given after the first birthday at least one month apart and after 1967, or physician certification of diagnosis of rubeola, including the month and year of occurrence, or documentation of positive rubeola titer with copy of lab result.

Mumps: One dose given after first birthday and after 1967, or physician certification of diagnosis of mumps, including month and year of occurrence, or documentation of positive mumps titer with copy of lab result.

Rubella (German measles): Documentation of rubella vaccination given after the first birthday and after June 9, 1969, or documentation of positive rubella titer with copy of lab result.

MMR given after first birthday and after April 30, 1971, may be used to document rubeola, mumps and/or rubella immunization. Two MMRs would be needed to fulfill rubeola requirement.

Tuberculosis screening: Required of all entering students. Not all students will require placement of the TB skin test, however. Refer to Immunization Certificate.

Meningococcal vaccine: Vaccine or signed waiver required by Virginia state law.

Students born prior to Jan. 1, 1957

For students born prior to Jan. 1, 1957, only, the student must provide:

Tetanus: Documentation of tetanus booster within the last 10 years.

Rubella (German measles): Documentation of rubella vaccination given after the first birthday and after June 9, 1969, or documentation of positive rubella titer with copy of lab result.

Tuberculosis screening: Required of all entering students. Not all students will require placement of the TB skin test, however. Refer to Immunization Certificate.

Meningococcal vaccine: Vaccine or signed waiver required by Virginia state law.

Health insurance

The university is not responsible for accidents occurring to students in connection with class, laboratory, shop, fieldwork, athletics, student activities, travel or any other activity.

The university offers its students an approved insurance plan providing substantial benefits at group rates. The insurance extends for a 12-month period beginning Aug. 18, or from the beginning of the second semester to the next Aug. 18, and includes coverage for accidents, hospitalization, medical, surgical and other benefits for illnesses. Married students may enroll spouses and children. The university strongly recommends, but does not require, that all students enroll in student group health insurance.

Complete information about enrolling is available from University Student Health Services at either campus.

Health promotion

The Office of Health Promotion, located in the Sports Medicine Building, Suite 2200 provides information, programming and other resources in support of students'

continuing health and well-being. The resource library includes videotapes and Internet access as well as printed publications. The staff is available for presentations to classes and student organizations on a variety of topics related to college-student health issues. The staff also supports and provides training for a peer-education program called Project REACH (Rams Educating About Campus Health). This peer program addresses substance abuse, nutrition, sexuality and stress management.

Sexual assault/substance abuse education programs

A component of the Office of Health Promotion is Sexual Assault/Substance Abuse Services. The office serves as the main point of contact for information and services in these areas. The coordinators provide or arrange for presentations about alcohol and other drugs or issues related to sexual assault for student groups, classes and special events such as Alcohol Awareness weeks and Sexual Assault and Domestic Violence Awareness Month. The office also offers a primary prevention program on alcohol and other drugs for students and professionals. This office offers leadership for the campus on sexual assault policy, alcohol/other drug policy, protocol, educational programming and services development.

Sexual Assault Services
(804) 828-2085

Substance Abuse Services
(804) 828-2086

Residential Life and Housing

Rachel Maddux

Director of Residential Life and Housing (2005)
B.S. 1983 Virginia Commonwealth University
M.A.Ed. 1999 Virginia Commonwealth University

Jane M. Grassadonia

Director of Residence Education (1993)
B.A. 1983 Washington State University
M.S.Ed. 1991 University of Rochester

Living accommodations on campus are provided for the convenient housing of students and to further the educational objectives of the university. Approximately 4,500 students live in university-operated housing, which varies in capacity and style, including

high-rise residence halls, suites and garden-style apartments.

VCU believes residence hall life provides an opportunity for students to gain a variety of personal learning experiences that supplement and complement the formal learning gained in classrooms and laboratories. The housing program seeks to make residences a place where students learn to meet and live successfully with other students and to assume major responsibility for their own lives and the atmosphere of their living environment. University housing also helps students participate in many educational and social programs and develop leadership skills through participation in residence hall, governmental, social and judicial organizations.

Residence education staff members facilitate these objectives and are always available to assist students in the residence areas. Although acceptance for admission to the university does not guarantee housing facilities to the new student, all students in past years desiring student housing have been accommodated. See the Room and fees section in the "Expenses and Financial Aid" chapter of this bulletin.

Rooms in university-operated housing are rented for the entire academic year of nine months or for 12 months. Single-semester contracts are available only to new students who enter the university and sign contracts to enter the residence hall beginning in the spring semester. The student, parent of the student or student guardian contracts to pay the rent for this period.

All rooms are furnished adequately and are wired for data and telephone. As the buildings vary in age and occupancy, it is best to wait until arrival to decide on any extra personal items. Students should provide their own pillows, bedspreads, linens and blankets. Coin-operated washers and dryers are located in each building.

For more information, contact the central office, Residential Life and Housing, Gladding Residence Center, 711 W. Main St., P.O. Box 842517, Richmond, VA 23284-2517; telephone (804) 828-7666.

Recreational Sports

Susan Ivie Boling

Director (1983)
B.S. 1975 University of Iowa
M.A. 1977 University of Iowa

A variety of facilities, services and programs designed to meet the leisure and health needs of the VCU community are coordinated by the Recreational Sports staff. All currently enrolled students with valid identification are eligible to use all facilities. All facilities also are available to people from the following groups who purchase a membership: faculty, classified and hourly staff, VCU Health System staff, retirees of these groups, and alumni. Employees of the Virginia BioTechnology Research Park, VCU Health System's MCV Physicians and selected full-time contract employees also are eligible for membership. Additionally, memberships are available to spouses/domestic partners of students, alumni, faculty, classified and hourly staff, VCU Health System staff and retirees. Memberships for spouses/domestic partners of Research Park, contract employees and MCV Physicians are not available at this time.

Recreational sports facilities

Stuart C. Siegel Center

The Stuart C. Siegel Center includes an aerobic/multipurpose room; a 7,000-square-foot fitness center; a multipurpose gym for indoor soccer, floor hockey, volleyball and basketball; and a wellness resource center. The main offices for Recreational Sports are located in this facility, (804) 827-1100.

Cary Street Recreation Complex

The Cary Street Recreation Complex offers a gym floor that can be used to play basketball, volleyball or badminton; a fitness center; a wooden fitness/dance floor; four racquetball courts; and a large assortment of fitness equipment. The complex also features a lighted artificial-turf field, jogging track and lighted outdoor basketball courts, (804) 828-6219.

MCV Campus Recreation and Aquatic Center

The MCV Campus Recreation and Aquatic Center, located at 10th and Turpin streets, includes a gym with playing courts and workout areas complemented by the Aquatic Center, housing a 25-meter, six-lane swimming pool, and a lighted outdoor tennis court.

The Recreation Center features a gym floor that can be used for basketball and volleyball; a fitness center with selectorized and free weight equipment; numerous racquetball and squash courts; and multipurpose rooms.

The Aquatic Center features recreational swimming, learn-to-swim classes, and water fitness and sports activities. For additional information, telephone (804) 828-6100.

Additional facilities

Additional facilities on the Monroe Park Campus include lighted tennis courts near the Cary Street Complex. An indoor pool is available on the lower level of the Franklin Street Gym. For additional information, call (804) 827-1100.

Recreational sports programs

Intramural sports

Available on both campuses, these sports offer students organized men's, women's and corecreational leagues and tournaments. Activities include traditional team sports such as flag football, soccer, volleyball, basketball, indoor soccer, floor hockey and softball, as well as individual and dual sports such as tennis, racquetball and table tennis.

Fitness programs

Offered at all recreational facilities, fitness/wellness programs include group exercise classes such as step aerobics, weight training, yoga, Pilates and more. Special programs include fitness incentive programs, personal fitness training and Stress Relief Week activities.

Sport clubs

These clubs give students the opportunity to train and compete on a higher level than is offered by the intramural sports program. For information about these clubs or about starting a new club, call Recreational Sports.

Special events

One-day events are offered to provide short-term opportunities to participate.

Outdoor Adventure Program and Outing Rental Center

This program and center provide a variety of outdoor recreational opportunities for students, faculty, staff and their guests. Organized excursions with experienced trip leaders include camping, kayaking, white-water rafting, canoeing, caving, climbing, bicycling, backpacking and cross-country skiing. Most OAP trips are designed for beginners. All necessary equipment is included in the

trip fees. Summer and holiday trips are provided including downhill skiing in Vermont, backpacking in the Grand Canyon and more.

For students planning their own outdoor activities, equipment can be rented at the Outing Rental Center. For a nominal fee, canoes, backpacks, tents and cross-country skis can be rented on a short-term basis.

The Outdoor Adventure Skills Practicum teaches interested student volunteers a variety of outdoor skills and prepares them to lead wilderness trips.

Information on trips and rentals is available at the Outing Rental Center. For additional information, call (804) 828-6004.

University policies and procedures

A number of policies and regulations at VCU affect students, and many of these are printed in the general information chapters of this bulletin. Three policy documents are of particular interest to students.

The VCU Rules and Procedures document outlines the rights, responsibilities and privileges of each member of the university community and describes cases when disciplinary action, including separation from the university, may be taken against a member of this community as a result of prohibited behavior as outlined in this document.

The VCU Honor System defines academic dishonesty and provides a procedure for judging alleged violators of academic integrity.

The Grade Review Procedure outlines the process whereby students may appeal grades that they feel have been assigned unfairly.

Each student is responsible for being familiar with the provisions of all university policies and regulations. The three policy documents described above are printed in full in the VCU Resource Guide, which is distributed each year on both campuses and made available on the Web. Students who have questions about these or other policies are invited to call or visit.

Office of the Associate Vice Provost and Dean of Student Affairs

Sitterding House
901 Floyd Avenue, P.O. Box 843017
Richmond, Virginia 23284-3017
(804) 828-8940

Office of the Associate Dean of Student Affairs, MCV Campus

Bear Hall, Room 104
10th and Leigh Streets, P.O. Box 980243
Richmond, Virginia 23298-0243
(804) 828-0525

VCU Honor System

VCU recognizes that honesty, truth and integrity are values central to its mission as an institution of higher learning.

And so, VCU must act to maintain these values, even to the point of separating those who violate them from the university. The VCU Honor System describes the responsibilities of students, faculty and administration in upholding academic integrity, while respecting the rights of individuals to the due process offered by administrative hearings and appeals. All people enrolled in any course or program at VCU and all people supervising the learning of any student are responsible for acting in accordance with the provisions of the VCU Honor System.

The honor system gives definitions and illustrative examples of six acts which are violations of the policy, namely: cheating, plagiarism, facilitating academic dishonesty, abuse of academic materials, stealing and lying. There are six penalties for students found guilty of these honor system violations. They are honor probation, assignment of grades, suspension, expulsion, revocation and other relevant sanctions.

See the VCU Honor System, printed in full in the VCU Resource Guide.

First Year Student Services

Lelia E. Brinegar

Director (2002)

B.A. 1994 Longwood College

M.Ed. 2001 The College of William and Mary

The programs administered by this office are designed to serve the needs of all entering freshmen and new transfer students and their families. For more information about any of the following programs, contact First Year Student Services, located in the Student Commons, 907 Floyd Ave., Room 106, Richmond, VA 23284-2505; telephone (804) 828-3700.

Student Testing, Advising and Registration

Student Testing, Advising and Registration, offered each summer, fall and spring provides new students the opportunity to take placement tests, meet with a faculty adviser and register for the first semester's classes. Students' families also are provided programs on VCU services. Attendance at this program is required of all new students.

Welcome Week

Welcome Week for new students takes place immediately before fall classes begin. Students have the opportunity to go on campus tours, meet new students, and attend information sessions and programs that assist with their transition to VCU.

VCU Family Weekend

VCU Family Weekend is designed to bring parents and families back to see the university after students have registered and attended classes. Family members participate in a number of programs and special events that highlight the faculty, students and activities of VCU.

Office of Multicultural Student Affairs

Napolean L. Peoples

Director (1970)

B.A. 1968 Wilberforce University

M.Ed. 1969 Kent State University

Ed.S. 1970 Kent State University

Ph.D. 1977 Kent State University

The Office of Multicultural Student Affairs provides supportive services to ethnic, racial and cultural minority groups that are substantially represented at the university. VCU is committed to a multicultural, diverse student body, and OMSA offers assistance to students and faculty in support of this commitment.

OMSA serves as an advocate group for multicultural students' concerns and interests. OMSA provides advice to a wide array of multicultural groups.

OMSA also advises groups and individuals seeking improved understanding of races and cultures represented at VCU. In this way, the office seeks to supplement the opportunities for student growth and development at the university.

All students are urged to visit the Office of Multicultural Student Affairs located in Student Commons, 907 Floyd Ave., Room 215, P.O. Box 843080, Richmond, VA 23284-3080; telephone (804) 828-6672.

Student Academic Support Services and Services for Students with Disabilities, MCV Campus

Cheryl Chesney-Walker

Coordinator, Services for Students with Disabilities (2003)

B.S. 1982 Bowling Green State University

M.Ed. 1994 University of Toledo

This support is a personal service, located administratively under the Office of the Vice President for Health Sciences, designed to help individuals find ways to deal with the demands imposed by the health sciences curricula and to help them become effective and efficient learners. Students meet with an academic skills counselor for an assessment of their learning needs. The counselor will then offer suggestions and strategies for dealing with their concerns.

Student Academic Support Services activities include counseling for academic self-concept issues, anxiety reduction and learning strategies such as analyzing and organizing information, study methods, time management, test-taking skills and writing skills. Limited screening for learning disabilities and attention deficits is available. Students are referred to other sources for formal evaluation if disabilities are suspected.

Services for students with disabilities for the MCV Campus are provided by this office. For further information, refer to the Disability Support Services listing in this bulletin.

The SASS office is located in the VMI Building, 1000 E. Marshall St., Room 301, P.O. Box 980124, Richmond, VA 23298-0124; telephone (804) 828-9782 or TDD (804) 828-4608.

Disability Support Services

Joyce Knight

Coordinator, Office for Disability Support Services (2002)

Certificate, Legal Assisting 1975 J. Sargeant Reynolds Community College

A.A. 1977 J. Sargeant Reynolds Community College

B.S. 1978 Virginia Commonwealth University

M.S. 1981 Virginia Commonwealth University

Monroe Park Campus

Student Commons, Room 102
907 Floyd Avenue
P.O. Box 842529
Richmond, Virginia 23284-2529
Voice/TDD: (804) 828-2253
Fax: (804) 828-1944

<http://www.students.vcu.edu/dss/index.html>

VCU is committed to providing students with disabilities equal opportunities to benefit from all programs, services and activities offered. Federal and state laws

define disabilities as physical or mental impairments that substantially limit one or more major life activities, such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working. Disabilities include, but are not limited to, multiple sclerosis, migraines, chronic fatigue, traumatic brain injuries, cancer, diabetes, lupus, epilepsy, deafness, blindness, attention deficit disorder, specific learning disabilities and psychological disorders.

The Office for Disability Support Services determines appropriate academic adjustments such as program and exam modifications, classroom accommodations and auxiliary aids.

Students with disabilities are responsible for self-identification prior to requesting services and may do so at any time by presenting documentation to their campus coordinator.