



FREQUENTLY  
**Q**ASKED  
QUESTIONS

A HANDBOOK FOR PARENTS

*2009-2010*

U N I O N U N I V E R S I T Y



Dear Union Parent:

We eagerly await the arrival of your son or daughter in August! Our staff continues to pray for your child by name. We pray the transition to college life at Union will not only be smooth, but incredibly positive. We also pray the Lord will continue to prepare the hearts and minds of these students as the first semester of college life at Union approaches!

We have compiled answers to some frequently asked questions; however, we know many of you may have additional questions as you make preparations. Please do not hesitate to contact me at 731-661-5090 or [kthornbu@uu.edu](mailto:kthornbu@uu.edu). I can answer many questions or put you in touch with another staff member who will gladly address your questions or concerns. Also, please check out our Parent's Place web site [www.uu.edu/parentsplace](http://www.uu.edu/parentsplace). This site is designed exclusively for you and includes a way for you to sign up to receive Union's weekly e-announcements (highly recommended), information on Family Weekend, Care Packages, our calendar of events, and more. Finally, a separate information booklet entitled *The Bulldog Guide: Brief, Helpful and Necessary Information for New Students entering Union University*, given directly to incoming students, can also be an additional source of helpful information as you look towards August.

Again, may God bless you this summer. We stand with you and your family as your child begins his or her time with us at Union University.

Warmest Regards,

A handwritten signature in cursive script, reading "Kimberly C. Thornbury".

Kimberly Thornbury, Ph.D.  
Vice President for Student Services & Dean of Students

*Philippians 4:8 NIV*

*Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable—if anything is excellent or praiseworthy—think about such things.*

## Table of Contents

---

Phone Numbers.....	5
Academic Center.....	7
Airport Transportation Options.....	32
Business Services .....	9
Campus Ministries.....	10
Career Services .....	10
Chapel Programs .....	12
Computing Services.....	12
Counseling Services.....	13
Emergency Notification System .....	16
External Study Programs .....	17
Family Weekend .....	17
Health Services.....	18
Minority Student Resources & Opportunities .....	19
Parent Resources .....	20
Post Office.....	21
Residence Life.....	21
Safety and Security .....	25
Student Financial Planning.....	26
Student Leadership.....	29
Testing.....	32
Transportation.....	32
Tutoring/Academic Support .....	33
University Communications .....	34
Wellness and Student Programs.....	35
University Calendar 2009-2010 .....	37
Campus Map .....	Back Cover

## Key Phone Numbers

---

**Main Union Switchboard: 731.668.1818**

**Academic Center: Jane Betts, Registrar**

Located in the Penick Building behind Union Station

Phone: 731.661.5040                      jbetts@uu.edu

**Business Services: Robert Simpson,  
Associate VP for Business and Financial Services**

Located in the Penick Building behind Union Station

Phone: 731.661.5219                      rsimpson@uu.edu

**Campus Ministries: Richard Wells, Dean of the Chapel**

Located in the Student Union Building

Phone: 731.661.5062                      rwells@uu.edu

**Career Services: Jacque Taylor, Assistant Dean of Students and  
Director of Career Services**

Located in the Penick Building

Phone: 731.661.5316                      jtaylor@uu.edu

**Counseling Services / Disability Services: Dr. Paul Deschenes,  
Director of Counseling Services**

Located in the Student Union Building

Phone: 731.661.5322                      pdeschen@uu.edu

**Dean of Students: Dr. Kimberly Thornbury, Vice President for  
Student Services and Dean of Students**

Located in the Student Union Building

Phone: 731.661.5090                      kthornbu@uu.edu

**FACTS Payment Plan: Karen Miller, FACTS Coordinator**

Located in Penick Building behind Union Station

Phone: 731.661.5071                      kmiller@uu.edu

**Financial Aid: John Brandt, Director of Student Financial  
Planning**

Located in the Student Union Building

Phone: 731.661.5015                      jbrandt@uu.edu

**Health Services: Paul Mayer, University Nurse**

Located in the Student Union Building

Phone: 731.661.5284                      pmayer@uu.edu

**Post Office: Linda Taylor**

Located in the Student Union Building  
Phone: 731.661.5290                      ltaylor@uu.edu

**Residence Life: Ken Litscher, Director of Residence Life**

Located in the Student Union Building  
Phone: 731.661.LIFE (5433)      reslife@uu.edu

**Safety and Security: Bill Young, Director of Safety and Security**

Located in the Student Union Building  
Phone: 731.661.5033                      byoung@uu.edu

**Student Leadership Development: Jason Castles,  
Director of Student Leadership Development**

Located in the Student Union Building  
Phone: 731.661.5094                      jcastles@uu.edu

**Tutorial Services: Bethany Morse, Director of the Hundley Center**

Located in the Library, 2<sup>nd</sup> floor  
Phone: 731.661.5951                      bmorse@uu.edu

**Union Station: Lana Massey, Debbie Wheatley**

Located in the Penick Building by the Chapel  
Phone: 731.661.5474, 5476, 5477

**Student Programs: Joy Moore, Director of Student Programs**

Located in the Penick Building by the Pool  
Phone: 731.661.5285                      jemoore@uu.edu

**Wellness and Intramurals: Matt Brunet, Director of Wellness and  
Intramurals**

Located in the Penick Building  
Phone: 731.661.5307                      mbrunet@uu.edu

*For emergencies, contact Safety and Security:*

Business Hours: 731.661.5018

***Emergency Cell Number: 731.394.2922***

## Academic Center

---

### **When are Progress Reports published and who receives them?**

These are reported online only via WebAdvisor midway through the fall and spring semesters. Your access to those grades is through direct communication with your student.

### **When are Final Grade Reports published and who receives them?**

They are reported to the student on WebAdvisor at the end of the semester or term.

### **How do I know when grades are posted?**

The grading calendar for the school year is available on the Parents' Page on Union's Website at [www.uu.edu/parentsplace](http://www.uu.edu/parentsplace). This calendar indicates the day all grades are due; grades may be reported prior to the deadline but the semester's report should be completed no later than the end of that working day.

### **How are addresses changed?**

Addresses are updated by the student at Union Station. Separate addresses may be maintained for correspondence, billing, and grades. Non-resident parents may be noted with a separate address, and they will receive parents' mail separately.

### **What is a full-time student?**

A full-time student is one who is enrolled in at least twelve (12) semester hours for credit in a fall or spring semester or at least three (3) semester hours for credit in a January, June, or July term. Most students must maintain full-time status Fall and Spring semesters to be eligible for participation in their parents' family medical insurance and many financial aid awards.

### **How do I get verification of enrollment?**

Computer-generated enrollment verification reports are available at Union Station. The inquirer, such as an insurance company or scholarship fund, may provide their own form which Union Station will complete in lieu of the report.

### **How does my son/daughter get a Good Student Discount Form completed for auto insurance?**

Until final grades are earned through Union University, the student must have the former school (high school or college) complete the report.

After the student has earned final grades at Union, Union Station will complete the form provided for this purpose.

### **Can a student earn credit by testing AFTER beginning college?**

Yes, the Testing Center at Union, Ms. Cindy Shirley, Director, (available at 731.661.5487), offers the College Level Exam Program (CLEP) and DANTES exams through their next to last semester. Testing schedules and registration are available at [www.uu.edu/academics/testing](http://www.uu.edu/academics/testing). Course parallel information is available in the catalogue. Registration for a test does not constitute approval for its application to the student's degree program.

### **How can an official transcript be obtained?**

Forms are available at Union Station; requests are also accepted by mail and by fax to the Academic Center at 731.661.5187. Official transcripts carry a processing fee of \$3.00 if mailed, \$5.00 if faxed, or \$5.00 if needed in person on demand. Unofficial advising copies are available to current students through WebAdvisor. Only written requests can be honored because the student's signature is required for the release of transcripts.

### **How can I chart my student's progress at Union?**

#### *On a Semesterly Basis*

Unfortunately, no staff or faculty member can discuss a student's grades with a parent or anyone else after the student's 18th birthday without proof of financial dependence or the student's signed release. See "FERPA Release Form" in the Campus Life Handbook for its use and a more detailed explanation. The FERPA form can also be downloaded at [www.uu.edu/dept/provost/forms/Registrar/FERPA2.pdf](http://www.uu.edu/dept/provost/forms/Registrar/FERPA2.pdf). The exception is a conference with parents or other interested parties that is attended by the student and in which the student agrees to the discussion.

Each student will receive his/her grades through an internet account known as WebAdvisor. This account is set up shortly after your student begins his/her first semester of enrollment at Union. Your student can log on to his/her account at home to show you the academic record. Both Progress Reports (mid semester) and Final Grades can be viewed in this manner as well as the complete academic record. WebAdvisor is accessed at [webadvisor.uu.edu](http://webadvisor.uu.edu).

#### *Toward Graduation*

During or before the junior year, each student should file a form declaring major(s) and minor(s) pursued. As a junior, every student should schedule a degree-audit appointment, formal communication of which

degree requirements have been met and those that are outstanding. The student leaves the appointment with a written audit detailing the outstanding requirements. The University leaves the responsibility of communicating audit details to the parent with the student.

## **Business Services**

---

### **How do I make payments on my son or daughter's student account?**

To help meet your education expenses, Union University is proud to offer FACTS as a convenient budget plan. This is not a loan program, but rather a way to spread out payments of the balance of your tuition and other fees over the course of the semester. There are no interest or finance charges assessed, and there is no credit check. The cost to budget your interest-free monthly payment plan is \$25 per semester or a \$45 annual non-refundable FACTS enrollment fee. You may budget your tuition and fees in the following ways: a) Automatic bank payment from your checking or savings account or b) a credit card option (all major credit cards except VISA). You may register for the FACTS agreement online at [www.uu.edu/admissions/financialinfo/](http://www.uu.edu/admissions/financialinfo/) or you may call the FACTS/Student Accounts Office at 731.661.5071.

You may now make payments on your student account online through Web Advisor. Just click on the Make a Payment link under the Students Menu. We will accept MasterCard, American Express, and Discover credit cards and bank debit cards. Due to VISA merchant policies, we do not accept VISA cards for payments. If you choose to pay your student account by debit or credit card, there is a 2.5% processing fee, charged to the cardholder account by the credit card processor, whether the payment is made using the telephone or in person.

Alternatively, you may have funds electronically withdrawn from your bank account by calling Union Station at 731-661-5000 and giving them the appropriate information. There will be no additional charges to you for this service.

### **Where can my son/daughter cash a check?**

Many local banks offer free checking to students. FirstBank has an ATM on campus. However, Union Station is also available to cash a personal student check up to \$50 per day.

## Campus Ministries

---

### **How does my son or daughter find out about local churches?**

Campus Ministries has a database of churches that can be used as a guide in finding a home church for your child. However, the best way for your son or daughter to find out about local churches is to either speak to other students on campus or speak with someone in Campus Ministries. Campus Ministries has great relationships with the area churches and can help your child get plugged in to a local church in the Jackson community.

### **If my student does not have a car, is transportation provided to local churches?**

Some churches offer rides by picking up those students weekly who are in need of transportation. Also, many students have cars on this campus and are very willing to take others with them when they go to church.

## Career Services

---

### **Can anyone help my son/daughter determine what major is right for him/her?**

The staff in Career Services offers the MBTI/Strong interest inventory software program to assist students in their exploration of career options by learning more about their lives: their skills, interests, values and life focus and what career field would be most compatible to them. In addition, all freshmen are encouraged to begin developing a four-year career plan that will assist them in discovering opportunities to live out their uniqueness.

### **Are there part-time jobs available if my son/daughter needs extra money?**

Yes, students can access the part-time job listings through the Career Services website: [www.uu.edu/student-services/careerservices](http://www.uu.edu/student-services/careerservices). This website is password protected. Please call Career Services at 731.661.5421 for the current password. All on-campus jobs go through Betty Pennington in the Office of Student Financial Planning (731.661.5405).

### **Are there jobs available in my son/daughter's major?**

Internships are handled through the academic departments and are usually completed after the sophomore year. However, if he/she wants to find employment during the semester or for the summer, a staff

member in Career Services can assist in this employment search. For upperclassmen about to enter the job market, multiple career fairs are offered throughout the year to assist them in their search. Finally, Career Services maintains an online résumé database whereby employers have access to search for qualified candidates. So, Career Services brings multiple recruitment opportunities to Union students.

### **Is there assistance in creating résumés?**

Yes! Students can access résumé samples by visiting the Career Services website at [www.uu.edu/student-services/careerservices](http://www.uu.edu/student-services/careerservices). A Career Services staff member can assist with résumé writing, interviewing skills, occupational research, as well as other subjects dealing with the job search.

### **How can my son/daughter get his/her résumé out to employers?**

The Career Services office houses an online résumé database. After a student's résumé is approved by Career Services, it is uploaded to the online résumé database. Students then associate their résumés with categories of interest. Employers then search the database by major or key word to find qualified candidates to contact for open positions. The online résumé database is an excellent opportunity for students to market themselves to prospective employers.

### **My son/daughter has never had a formal interview, and he/she knows nothing about what to wear for an interview or what to say during the interview!**

He/she may make an appointment for a mock interview. Mock interviews are held individually or with a panel. A performance evaluation is conducted during the mock interview, and immediate feedback is given to assist students in assessing interview strengths and weaknesses in order to help them improve their skills. The Career Services staff also offers professional guidelines for proper business attire as part of interview skills training.

## Chapel Programs

---

### **When are Chapels offered?**

Every Wednesday and Friday at 10 a.m. unless otherwise noted.

### **How many Chapels do the students have to attend each year?**

Students must attend at least 14 per semester. Over 20 chapels are offered each semester.

### **How do they get credit for attendance?**

Students scan their Dawg Tag after Chapel to record attendance.

### **Why does Union have chapel? What are they like?**

Union is a Christian university. We come together each week as a university community to worship and glorify God, to build community among the entire university, and to inform and teach concerning the areas of faith and learning. The chapel experience is the central and focal event of the university—a time when we give public expression to who we are as a community. Chapel services focus on expositional preaching, encouragement of students, and corporate worship that is faithful to the Scriptures, rooted in our heritage, and looking to the future.

## Computing Services

---

Visit [www.uu.edu/computing/](http://www.uu.edu/computing/) for answers to:

1. What does EVERY student need to know about technology at Union, including Union's use of its e-mail system as an official means of communication with students?
2. What does Union require, provide, or suggest?
3. What do I need to know to use my computer in the residence complexes?
4. Where do I get help with problems?
5. Where do I get more information?

Students will also receive a comprehensive Computing Services overview during orientation and a Computing Services handout during pre-registration; we ask that each student review the information on this handout or online prior to move-in day.

## **Can someone help connect my student's computer to the network/internet in their apartment in the residence complex?**

If your son or daughter has problems connecting to UU\_Wireless or using the wired network port in each room, please have your student call the residential networking support line at 731.661.5585. Please understand that this help is for network issues only. Union does not have the support staff to assist students who need help with personal computer problems, viruses, upgrades, etc. However, the local chapter of ACM (Association for Computing Machinery) is available to provide affordable computer services to the Union community. This student group provides services which include technology support, computer maintenance and repair, computer upgrade, malware (computer virus, trojan horse, etc.) removal, software installation, general troubleshooting and problem solving. Contact Person: Professor Max Haifei Li (Office: PAC C-48, Email hli@uu.edu Phone: 731.661.5577).

---

## **Counseling Services / Disability Services**

---

### **What does the Counseling Services office do?**

Counseling Services supports the University mission of development of the whole person, a person of intellectual, spiritual, social, psychological, and physical dimensions. The primary goal is to assist students in successfully completing their academic programs by maintaining and enhancing their psychological and emotional well-being through normal developmental and maturational processes.

### **What kinds of services are available through Counseling Services?**

Among the services offered are individual, group, and couples counseling, crisis intervention, psychological testing and assessment, personal development seminars, psychoeducational workshops, outreach presentations, referrals to other university departments and community resources, and family consultations. Students having academic problems can find help for test anxiety and can learn better study skills. Counseling Services works with Career Services to provide vocational testing to assist with selection of a career or major. All services are provided in an environment that supports and embraces diversity and recognizes individual and cultural differences. Testing for learning disabilities is available at a reduced cost of \$200.

### **Who staffs the Counseling office?**

The Director of Counseling Services, Dr. Paul Deschenes, Psy.D., is available full-time to assist students with personal counseling, arrange referrals as needed, and consult with faculty and staff. We also have an on-campus, part-time female counselor.

### **Who is eligible for counseling services?**

Any student enrolled in full-time undergraduate or graduate classes at Union University is eligible for on-campus counseling services at no charge. Limited off-campus services are available by referral only.

### **How can my son/daughter begin counseling?**

Walk-ins are accepted based on availability of the counselor at the time. Typically, students can get an appointment convenient to their schedule within one or two days. Students can call 731.661.5322 to make an appointment.

### **What are the hours and location of the Counseling Center?**

The counselor is available for appointments between 8:00 a.m.–4:30 p.m. The office is located in the Student Union Building.

### **Is there a limit to the services provided?**

Services provided through the Counseling Center are generally of a short-term nature. Some psychological needs require more specialized, intensive, or longer-term assistance than the Center is designed to provide. In such situations the Center may assist with assessment, referrals, or consultations as needed.

### **What are some of the common problems that students bring to counseling?**

Most students who take advantage of this service are interested in their own personal growth and adjustment to the world around them. All students face normal developmental concerns and academic pressures, and, at times, they may feel anxious, lonely, confused, depressed, or angry. Counselors help them explore alternative strategies for coping and dealing with their world. Typical problems may include:

- stress/anxiety
- relationship issues—significant other, family, roommate, friends
- academic problems—study skills, test anxiety, time management
- sexual issues—assault, abuse
- personality problems
- disordered eating

- sleep problems
- stress—too much to do—procrastination—time management
- long-term goals—career assessment
- depression—thoughts of suicide
- abuse issues
- concerns about a friend or other person
- feeling isolated or lonely
- coping with loss of a friend or relative
- lack of confidence and self-esteem

### **Does Counseling Services help students with disabilities or special needs?**

Yes. The Director of Counseling Services is also the coordinator of services for students with disabilities and special needs. Any questions concerning disability issues should be directed to the Director (contact by phone 731.661.5322 or e-mail pdeschen@uu.edu).

### **What assistance for students with disabilities is available?**

#### **What is the process for getting help?**

The Director is available to help students with disabilities with appropriate accommodations. Students must first provide documentation of a specific disability and how that disability impacts academic performance and ability. The Director will then meet with the student to formulate accommodations specific to the student's disability. The Director is also available to help the student with time management and study skills and to assist the student in identifying additional resources.

#### **Is there a fee for counseling services?**

Sessions with the Director of Counseling Services and on-campus, part-time female counselor are free of charge to all current students. If a student is referred to an outside counselor from the Counseling Services office, Union will pay for the first five visits. After that, the external sessions must be paid for by the student. The complete battery of testing for learning disabilities is available for the subsidized cost of \$200.

#### **What about confidentiality?**

All information discussed in the counseling session, including the fact of contact itself, is confidential and is released only with written consent of the student. Exceptions to confidentiality (potential harm to client or another person or child abuse issues, reports of which are mandated by law) will be explained by the counselor. Confidentiality ensures that records of your counseling sessions do not go on your academic record,

and information will not be disclosed to other offices, individuals, or organizations without your permission.

### **Are the services available to family members of students?**

If, for example, a married student is having marital problems, the student and a non-student spouse may be seen as a couple by Counseling Services; however, a non-student spouse would not be eligible for services to deal with his or her personal concerns. The same would be true for family members. If a student has issues that could benefit from having parents or other family members participate in the session, this may also be arranged, or the counselor will consult about a referral if that is preferred.

---

## **Emergency Notification System**

---

Union University has an emergency notification system that is available to all students, faculty, staff and parents on our Germantown, Jackson, and Olford Center campuses. This system is voluntary, but students, faculty, staff and parents are encouraged to register to receive text messages on their cell phones in the event of a campus wide emergency, security and/or severe weather threat.

Registration for this system may be found at [www.uu.edu/uualerts](http://www.uu.edu/uualerts). After arriving at the site, students, faculty, or staff will be asked for their Groupwise/Webadvisor username and password. Then, they will enter their name, Union ID number (ID required for students, ID not required for faculty, staff, and parents), e-mail, cell phone number and carrier information. Once registered, you will remain in the system unless you choose to have your name removed. You may opt to be removed from the system at any time. More information about this program and frequently asked questions may also be obtained at [www.uu.edu/uualerts](http://www.uu.edu/uualerts).

Understanding that many people pay to receive text messages, the system will be used with discretion and again, used only in the event of a high-level emergency that would require the notification of the entire campus. This text message program is an added layer of security, and e-mail and the campus website will still be the most reliable sources of information about security-related campus events. In the event that our Union website goes down in the case of an emergency, an alternate website [www.uuemergency.com](http://www.uuemergency.com) will mirror any emergency information.

We ask that you register for this alert system today as we must remain vigilant in keeping the safety of our students, faculty, and staff as top priority. If you would like further information on the Union University Crisis Management plan and/or the Emergency Notification System, please contact the Office of the Vice President for Student Services at 731.661.5090 or [kthornbu@uu.edu](mailto:kthornbu@uu.edu) or the Office of Safety & Security at 731.661.5033.

## **External Study Programs**

---

Union University offers many opportunities for students to participate in external study programs that can enhance their academic experience. These include both stateside programs as well as those overseas.

All students participating in external academic programs in the United States or abroad must officially notify the University prior to beginning the registration process for the program. Failure to do so may jeopardize appropriate transfer of credits and/or applicable funding. Complete guidelines for external study are available in the External Study Student Handbook. The Handbook includes information on program selection and application, travel, financial responsibility, and scholarships. Students can request more information or a Handbook in the Institute for International and Intercultural Studies. Contact Dr. Cynthia Jayne, Associate Provost for International and Intercultural Studies (731.661.5358) or the Program Coordinator for the Institute for International and Intercultural Studies (731.661.5057).

## **Family Weekend**

---

Family Weekend is an exciting time on Union's campus. The fall dates are set for October 2-3, 2009. For more information and to register, please visit [www.uu.edu/parentsplace](http://www.uu.edu/parentsplace). We would love to see you on campus this fall!

## Health Services

---

### **If my son/daughter gets sick, what medical services are available on campus?**

The University Health Clinic is open Monday–Friday from 8:00 a.m. until 4:00 p.m. This clinic is staffed by a registered nurse. Patients are assessed, treated for minor illnesses and injuries, and referred by the university nurse for more specialized care when necessary. Additional health care is provided by nurse practitioners and a University physician on a scheduled basis. The university physicians work two hours a week. The nurse practitioners work approximately six hours a week. Clinic hours are posted at the health clinic, in the lobby of the residence complexes, and on the Health Services home page at the Union University website ([www.uu.edu/studentlife/healthservices](http://www.uu.edu/studentlife/healthservices)).

### **Where should a student seek medical help if he/she is injured or gets sick at night or on the weekend?**

The Residence Director should always be notified if a student is seriously ill or injured. The Director can then help the student decide where to seek medical attention. There are several walk-in medical clinics and two hospitals in Jackson. One hospital and one walk-in clinic are within walking distance of the University.

Before your child comes to Union University, it is important that you discuss your insurance benefits with them. This is essential in case of referrals to outside agencies for health care. Please complete the insurance information on the health form and provide a copy of the front and back of your insurance card for the University Health Clinic. If your insurance coverage changes, please fax these changes to the University Director of Health Services (731.661.5499), so that your child's medical record can be updated.

### **Is a student charged for a visit to Health Services?**

There is no charge for an office visit to the University Health Clinic. Medications that are dispensed by the clinic are also free. There is a nominal fee for lab tests. The fees for immunizations are right at the actual cost of vaccine and supplies used. Fees for any services received at off-campus medical facilities are the responsibility of the student.

### **Do you give allergy shots?**

Yes. We will administer allergy shots as prescribed by your allergist. You must contact the clinic first to make an appointment during a time that the university physician is on campus.

### **Does Union offer health insurance?**

Most students come with their own health insurance. However, for those who do not have coverage, the Health Services office can provide information for two different student health plans. These are individual plans and are not funded by Union University.

---

## **Minority Student Resources & Opportunities**

---

### **Tell me more about minority student resources and opportunities available for my son or daughter attending Union this fall.**

The Assistant Dean of Students & Director of Career Services provides support to minority students and offers resources to help each student navigate college life at Union in a positive way.

Below are specific areas of expertise provided by the Assistant Dean of Students & Director of Career Services:

- \* Goal Setting (academic and career) and developing a career plan
- \* Job Search (networking, job shadowing, internships, part- and full-time career opportunities)
- \* Academic Counseling and Open Communication with Professors regarding academic responsibility and success
- \* Life Vision and Responsibility
- \* Personality Testing and Interest Inventory Interpretation
- \* Career Counseling / Coaching
- \* Graduate School Preparation and Advising
- \* Financial Aid: Committee Chair of the African American and Minority Scholarship Committees
- \* Financial Aid: Administration of Servant Leadership Award through the Career Services Office
- \* Staff Advisor to Mosaic

Mosaic is the student organization which provides social, spiritual, and leadership support to minority students at Union. The purpose of Mosaic is to provide a community for all students, especially ethnic minority students, which equips them with resources, support, and meaningful opportunities to strengthen leadership and intercultural competency (Revelation 7:9) through Great Commandment (Matthew 22:37-40) thinking and action.

Additional minority student resources include a comprehensive web site which covers everything from academic resources to financial aid. Visit [www.uu.edu/minorityresources](http://www.uu.edu/minorityresources) to find out more. To Join MOSAIC, students should contact Staff Advisor, Jacqueline S. Taylor, Assistant Dean of Students & Director of Career Services via email: [jtaylor@uu.edu](mailto:jtaylor@uu.edu) or phone: 731.661.5316.

---

## Parent Resources

---

### **Do you have a website that provides information to parents?**

Yes, we have Parent's Place, a website dedicated solely to parents of Union University Students! On this website you can receive information on important dates for parents of new and returning students, including the annual Family Weekend.

If you are planning a trip to Union, you can view local hotel information and maps for directions to our campus. You can also visit the Feedback Bulletin Board where you can ask a question directly to the Dean of Students and view other questions and answers from other parents. We also provide information on how you can send a care package to your student. When you visit, **please don't forget to sign up for E-announcements, Union's weekly community announcement e-mail,** and Praying for UU, a monthly e-mail with prayer concerns for the Union campus.

Please visit Parent's Place at [www.uu.edu/parentsplace](http://www.uu.edu/parentsplace).

## Post Office

---

### **How do I address a letter or package for my son/daughter?**

UU \_\_\_\_\_

Student Name

1050 Union University Dr.

Jackson, TN 38305-3697

Warning: Any mail addressed to Union University with the words “Post Office Box” or “P.O. Box” as the delivery address instead of “**UU Box**” will be delayed and could be returned to sender.

### **Can my son/daughter receive large packages and overnight deliveries through the Union Post Office?**

Yes, we notify the students of packages by placing a slip in their box that they can bring to the office, and, with a picture ID, they may receive their package. We notify by phone those students receiving an overnight delivery. Overnite packages sent on Friday will not be received until Monday morning.

### **Can I find out my son/daughter’s box number by phone if I misplace it?**

No, because of a privacy act, we do not allow students’ addresses to be given out over the phone. This is for their safety and protection. The students receive all information about their box at the beginning of each semester, so be sure to receive it from them at that time.

## Residence Life

---

### **What may my son/daughter bring to campus?**

The apartments are fully equipped with furniture. Students may bring a computer, TV, DVD player, stereo, vacuum, ironing board, all bed accessories for a regular twin bed (linens, mattress cover, pillow, and blanket/comforter), towels cleaning supplies/laundry supplies, small first aid kit, flashlight, weather radio, wastebasket, broom, mop and other personal items. In the Heritage Residence Complex, students will need to bring a microwave. Mini-blinds are provided in each room; however if students desire to hang curtains they may do so by using a tension rod (no brackets). Also, only size #4 nails are approved to secure items (pictures, posters, etc.) to the walls. For more information including room and window dimensions please visit the residence life web site at <http://www.uu.edu/student-services/residencelife>.

### **What should my son/daughter NOT bring to campus?**

For fire safety reasons, students may NOT BRING candles, incense burners, halogen lamps, deep fryers or hot plates. No pets of any kind are permitted (including fish). Also, students may not bring paintball guns, airsoft guns, sling shots, fireworks, alcohol, tobacco (in any form), or immodest clothing.

### **Should we purchase Renter's Insurance for my son/daughter's personal belongings while they are at college?**

Union University's property insurance will NOT cover loss, damage, or theft of student's personal property. Since this generation of students is bringing more expensive items to college (computers, iPods, etc.), Union strongly recommends obtaining Renter's Insurance or checking with your family's Homeowners Insurance to see if it will cover students' property while away at college.

### **In case of an emergency, whom should the student contact?**

Residents should contact the Residence Director on-duty (731.298.7768), a Resident Staff Advisor, or a Resident Advisor in case of an emergency. The Residence Life staff is trained to handle all types of emergencies. In addition to the Residence Life staff, security officers are also on duty 24 hours a day to assist students (731.394.2922). If it is a life threatening emergency, the student should first call 911 (9-911 if calling from on-campus phones) and then call the RD on duty and Security.

### **What are Union's community values, values violation sanctions, and community responsibilities?**

Union desires to help students integrate their faith with their daily lives. The five scripturally-based Community Values that ALL Union students, faculty, staff, and administration are expected to uphold are: 1. Worth of the Individual, 2. Self-Discipline, 3. Academic and Personal Integrity, 4. Respect for Property and the Environment, and 5. Respect for Community Authority. If someone violates a Community Value, different levels of redemptive discipline are implemented to bring restoration to themselves and the Union community. Examples of sanctions include one or a combination of the following: reprimand, community service, written reflective paper, fine, restitution, counseling, parental notification, loss of privilege, Residence Life probation or suspension, University probation or suspension, or expulsion. In addition to upholding the Union University community values, all students have the responsibility to confront and/or report to the

appropriate Union staff any behavior from fellow students that violates our community values.

The Campus Life Handbook gives further details on these Values/Sanctions/Responsibilities which are created to ensure a fun and safe living/learning environment in a community of respect.

### **Do all resident students have a curfew?**

Yes. Curfew is 2:00 a.m.; however, for the first week, Friday (move-in day) through the following Thursday night, freshmen have a “Freshmen Curfew” at 11:00 p.m. Freshmen curfew serves to assist freshmen in establishing time management, productive study habits, getting to know their roommates, getting adequate sleep, and adjusting to college life and apartment living. The Commons closes at 1:00 a.m. Sunday through Thursday nights and at 2:00 a.m. on Friday and Saturday nights. At 11:00 p.m. each night the Welcome House is staffed, and the gate “arm” is put down. Each car entering resident parking must show a current resident parking sticker to enter. After curfew every vehicle entering will be stopped, and all occupants will be asked for a current Union ID.

### **How is the housing arranged?**

Residence Life is uniquely arranged in apartment-style housing featuring a private bedroom with filtered computer access for each individual student. The three Residence Directors make housing assignments for incoming students based on the date the student’s \$100 housing deposit was received along with the information submitted by students on their Residence Life Application Card. Heritage Residence Complex has a Commons (lobby area) complete with laundry facilities, vending areas, a full kitchen, computer lab, meeting/study room, and a large social area for students to watch TV, play games, and visit with other students or guests. The Quads Commons building, completed in December 2009, will not have laundry facilities because there is a washer/dryer in each Quads apartment. The University has scheduled “Open Visitation Hours” when students may visit students of the opposite sex. Open Visitation hours are Friday 2:00 p.m.–10:00 p.m., Saturday 2:00 p.m.–10:00 p.m., and Sunday 12:00 p.m.–6:00 p.m.

### **May my son/daughter live off campus?**

Union University recognizes the experience of residential living as a valuable part of students’ education by providing opportunities to integrate their faith with their daily living, develop servant leadership

abilities, and build lifelong friendships. Therefore, Union has chosen to be a residential university requiring all unmarried, full-time, undergraduate students to live on campus. Students desiring to live off campus must first fill out a “Request for Approval to Live Off Campus” form in the Residence Life office. They must meet one of the following qualifications:

- They will be at least 21 years of age by September 1 of the academic year for which they are requesting;
- They will be living at home with their parents and commuting to school. (Parents’ signature is required on the Request to Live Off Campus form);
- They have an existing medical problem requiring off-campus residency. (Doctor’s recommendation for off-campus residency must be submitted on the doctor’s letterhead); or
- They are a part-time student (<12 hours).

Any student who moves off campus without an approved request from the Director of Residence Life or Appeals Committee will be charged a housing fee of \$2,450 each semester he/she does not honor the university housing policy.

### **Is internet access provided? May my son/daughter bring a computer?**

Union provides a network port with free, filtered internet access in every bedroom (Heritage and the Quads) as well as wireless access. Students are encouraged to bring computers to use as they complete class assignments. Computer labs are also available on campus and upstairs in the Commons. (See [www.uu.edu/computing](http://www.uu.edu/computing) for details.)

### **What are the options for meal plans for the cafeteria and Lexington Inn?**

All single students living on campus are required to purchase a 100-block meal plan. If a student runs out of meals prior to the end of the semester, supplemental 10-block meal plans may be purchased. No Sunday breakfast is served during the regular academic year. Students may choose to eat in either the cafeteria or the Lexington Inn. Although meal cards are non-transferrable, the student can bring guests into the dining hall and utilize the student’s meal plan.

### **Can students stay on campus during school holidays and breaks?**

Students may stay on campus during Fall Break and Thanksgiving Break without charge, but they must sign up ahead of time in the Commons. Students may also stay on campus between semesters (i.e. Christmas Break) and Spring Break, however, there is a \$10 per night charge, and they must sign up in the Commons. Students who are not on campus during the January term may leave their belongings in the room that they will be living in during the upcoming spring semester. Students not living on campus during the Summer terms must take their belongings home or find off-campus storage as our campus is used for summer conferences and camps.

### **Can students live on campus during January and summer if they are not taking classes?**

Students may live on campus during January term and during the summer without taking classes. They will be charged the standard housing rates, however, they are not required to purchase a meal plan. Students living on campus and enrolled in classes must purchase a meal plan.

### **Can I come and visit my son or daughter in their apartment?**

Definitely. Parents are welcome to visit their son or daughter on campus. If your son or daughter is of the opposite sex, please stop by the commons and sign-in/out if your visit is not during our scheduled open visitation hours.

---

## **Safety and Security**

---

### **What types of security measures are taken to protect my son/daughter?**

Union University employs a full staff of trained safety and security officers. Officers patrol and monitor campus 24 hours a day. Each residential area is staffed by trained student staff (Resident Assistants) and professional staff (Residence Directors). The campus entrances close at 11:00 p.m. and all traffic must enter through the Walker Rd. entrance where entering vehicles must show proof of residence, or present identification.

### **How do I contact Safety and Security?**

The Office of Safety and Security can be contacted Monday through Friday from 8:00 a.m. until 4:30 p.m. at 731-661-5018 or 24/7 on the officer cell phone at 731-394-2922.

### **Does Union have a text messaging alert system?**

Yes! Students and parents can sign up free of charge at <http://www.uu.edu/uualerts>.

### **What types of parking regulations are in effect in order to have maximum safety?**

Every individual who maintains or operates a motor vehicle on the Union University campus must register each vehicle with the Office of Safety and Security at the beginning of the semester. They will be issued a permit that must be affixed directly to the glass on the outside rear window on the driver's side in the bottom corner. For additional parking and/or security information please visit the Safety and Security web site at <http://www.uu.edu/student-services/safetysecurity>.

---

## **Student Financial Planning**

---

### **How do we apply for financial aid at Union University?**

First, complete the Application for undergraduate admissions and scholarship assistance available online at [www.uu.edu/financialaid](http://www.uu.edu/financialaid) and second, complete the Free Application for Federal Student Aid (FAFSA form) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

### **What is the difference between a Subsidized and an Unsubsidized Federal Stafford Loan?**

For the Subsidized Stafford Loan, the federal government pays the interest for the student while he is in school at least part-time and during the six month grace period before repayment begins. For the Unsubsidized Stafford Loan, the student is responsible for the interest while in school. The interest can be paid on a quarterly basis while the student is in school, or can be capitalized (that is rolled into the principal) and payment deferred.

### **What is a Master Promissory Note?**

The Master Promissory Note (MPN) is a Serial Note for the Federal Stafford Loan or Federal PLUS, valid for up to ten years. Once a student has signed an original Master Promissory Note with a lender, a new

MPN will not be required for subsequent years unless there is a change in the lender. There is also a Master Promissory Note for the Federal Perkins Loan, held by Union University.

### **How do I select a lender for Stafford, PLUS or Alternative Loan?**

Union has a Lender's List for each type of loan that is highly recommended for use to select a lender. The advantage of selecting one of these lenders is because federal funds are transmitted to Union by electronic means. This expedites the processing and receiving of loans. If you choose to apply for an Alternative Educational Loan, Union recommends that you select a lender from our Alternative Lender List.

### **What are the interest rates on Education Loans?**

The interest rate for Stafford loans is fixed at 6.8% and the interest rate for the Parent PLUS loan is fixed at 8.5%. The interest rate on a Federal Perkins loan is fixed at 5%; however, interest does not accrue as long as you are at least a part-time student. Interest rates on Alternative loans vary with each lender.

### **How will I be notified that I have received a loan?**

Students will be notified in an award letter of the proposed loan amount(s) each academic year. If the student wants to reject or make adjustment to the type and/or amount of their loans, he/she should indicate such changes on the acceptance letter, sign it and return it to the Office of Student Financial Planning. Note that first-time borrowers must also complete entrance counseling at <http://www.mappingyourfuture.org> before funds can be certified with their lender.

Loan amounts are subject to change if the Financial Aid Package is adjusted. Federal Regulations do not allow a student to be over awarded beyond the cost of attendance.

### **What is Entrance Counseling?**

In order to ensure that every Stafford Loan borrower understands completely the Stafford Loan Program, the federal government requires first time borrowers to complete entrance counseling before funds can be credited to the student's account. After completion of online entrance counseling, the Office of Student Financial Planning will be automatically notified by email. Federal Perkins Loan borrowers must also complete entrance counseling for the Perkins Loan before funds can be credited to their student account.

### **When will the loan funds be credited to my student's account?**

The loan period for the traditional undergraduate programs is usually fall through spring. Disbursements of loans generally will be the second week after the beginning of each semester provided the loan is awarded prior to the beginning of the term. The lender will send notification of the anticipated disbursements dates and loan amounts to the student's home address.

The Office of Student Financial Planning will notify you by email when your funds are credited to your student account. Federal regulations require that this be done within three days after funds are received by Union.

Federal Perkins Loan funds will not be credited to the student's account until the student has completed entrance counseling for the Perkins Loan and signed their Federal Perkins Master Promissory Note in the Office of Student Financial Planning.

### **If my child has an overage (credit balance) on his/her account when the loan funds come in, how and when can he/she get that money?**

Students who have a credit balance on their student account as a result of loan funds will have a check available at Union Station within 14 days after the loan is credited to their account.

Credit balance checks may be picked up at Union Station. Checks not picked up will be mailed after one week to the home address.

### **If my child needs to apply for a PLUS loan, how do I know how much he/she should borrow?**

You may request up to the cost of attendance minus any other aid already awarded. Online instructions are available at <http://www.uu.edu/financialaid/undergradhowtoapply.cfm>.

### **What if my student is denied a PLUS by the lender?**

The lender will notify both the parent and Union of the denial. By federal law, a student may be awarded an additional Unsubsidized Loan (\$4000 for a freshman or sophomore and \$5,000 for a junior or senior) if the parent is denied a PLUS. Union will automatically award the additional loan after we receive notice of a PLUS denial.

## **When do Federal Loans have to be paid back?**

Repayment of a Federal Stafford Loan begins six months after the student graduates or ceases to be at least a part-time student. Generally, repayment of Federal PLUS loans begins 60 days after the second (usually spring) disbursement. However, some lenders are now offering grace periods associated with the PLUS loan. Repayment of a Federal Perkins Loan begins nine months after the student graduates or ceases to be at least a part-time student.

---

## **Student Leadership**

---

### **How can my student get involved on campus?**

We host over sixty student organizations and clubs on campus. From the Student Activities Council to departmental societies to Greek organizations, there are many ways for your student to plug-in. The easiest way for students to find out about these groups is to ask current members about their organization, attend the Campus Life Fair on Monday afternoon during orientation, or visit [www.uu.edu/student-services/organizations](http://www.uu.edu/student-services/organizations).

### **What about Student Government—can my student run for office?**

While there are officers for the sophomore, junior and senior classes, the freshman class is represented by the Freshman Council. Fourteen to sixteen freshmen are chosen by an application and interview process each September to serve on the Freshman Council. The Freshman Council functions as class officers would and coordinates opportunities for service and involvement for the entire class. Additionally, each member of the Freshman Council learns more about student government and the legislative process. For more information on Freshman Council please contact Karen Taylor, Assistant Director of Student Leadership Development at 731.661.5244 or [ktaylor@uu.edu](mailto:ktaylor@uu.edu).

### **How can my student know about all of the organizations offered?**

During new student orientation (Focus), there will be a Campus Life Fair where each student can learn more about most campus organizations. Likewise, all of our student organizations are listed on the university web page, ([www.uu.edu/student-services/organizations](http://www.uu.edu/student-services/organizations)) and the *Campus Life Handbook*. Your student may also contact a Student Government

Officer (SGA office, 731.661.5032) or Jason Castles, Director of the Office of Student Leadership Development, at 731.661.5094 for more information.

### **So, when is Focus (New Student Orientation)?**

Each fall, prior to the beginning of classes, all new students attend a four-day orientation program called Focus, which begins the Friday new residential students move on to campus. This time is designed to prepare the new students for life at Union University. Students attend sessions that introduce them to our academic learning community and campus involvement opportunities. In addition, students will have the chance to meet other new students as well as upperclassmen leaders. Parents are invited to stay through the Friday evening worship service on the first evening of orientation, but after that service, the events that are scheduled are for new students only. You will receive more information regarding this part of campus life during the summer prior to your student's first year at Union.

### **What leadership programs are offered for my student?**

The Office of Student Leadership Development offers several leadership training opportunities throughout the fall and spring semesters. Leadership U workshops are held monthly and are aimed at enhancing leadership skills in students. Through these workshops, members of Union's faculty and staff present on various topics dealing with leadership issues. This past year, workshops were offered on topics such as Time Management, Effective Communication, and Biblical Principles of Leadership. In addition, an all day leadership retreat is offered to interested students during the Fall Semester.

### **There seems to be a lot of choices for my student to get involved. However, what if he or she tries to do too much too quickly?**

This is always a valid concern for parents and students alike. We encourage students to survey all of their options and make wise choices. There is no need for a student to try to do everything in his or her first semester. Many students use their first semester and even their first year to learn more about various organizations and choose where they can best serve beginning that next semester or year. On the other hand, it is also not advisable to be a spectator for the first year. Who wants to sit on the sidelines for the entire first year of their college career? Students should maturely select where and how to invest their days at Union.

## **Does Union have Greek organizations?**

Yes. We are proud of the respective heritages of each of our Greek organizations, and, further, we are proud to be one of the handful of universities within the Coalition of Christian Colleges and Universities to feature national and international Greek organizations. On campus, we have six fraternities and sororities, three for men (Alpha Tau Omega, Lambda Chi Alpha, and Sigma Alpha Epsilon) and three for women (Zeta Tau Alpha, Kappa Delta, and Chi Omega).

Each fall, Greek formal recruitment is held. This is the time when students can learn more about each group and decide if Greek Life is a good fit. Our Greek students are commonly involved in many organizations across campus, and deciding to join a Greek organization at Union is not synonymous with exclusivity and elitism, as is more common on other campuses.

## **How is the Greek system at Union different from secular schools?**

Our Greeks share a common mission with the university and are committed to upholding Christian values and principles—if this was not the case, they would not be a part of campus life at Union. Many have regular Bible study and prayer time, and, in addition, all six groups are required to be actively and consistently involved in community service, often more so than students who do not participate in the Greek system.

## **Does my student need to go through Recruitment his or her first year?**

Not necessarily. There are students who decide to join during their sophomore, junior or even senior years. It is also important to know if your student does decide to go through the recruitment process, that does not necessarily mean that he or she must join any group. Since recruitment is at the beginning of the school year, many students simply see it as a way to meet people without having any intentions of joining any of the groups.

## **If my student is not in a Greek organization, can he or she still be involved on campus?**

Definitely! Union has more than sixty organizations and clubs students can join. During new student orientation, there will be a Campus Life Fair for your student to learn more about each organization. Approximately one-fourth of our full-time undergraduates are Greek.

While Greek organizations do provide an avenue for meeting people and getting involved on campus, there are many other opportunities to be involved as well.

## Testing Services

---

Union University serves as a National Test Center for the American College Test (ACT), National Teachers Exam (NTE/Praxis), College Board (SAT), Law School Admissions Test (LSAT), Pharmacy College Admissions Test (PCAT), the College Level Examination Program (CLEP), Miller Analogies Test (MAT), and DANTES Subject Standardized Tests. For a listing of testing dates and registration information, please visit Union's testing website at: [www.uu.edu/academics/testing](http://www.uu.edu/academics/testing).

## Transportation

---

### **Are there any airports located near Union University?**

There are three airports that students utilize.

McKellar-Sipes Regional Airport (airport code: MKL) is located in Jackson about 15 minutes from Union. It is a small airport with free parking. Currently, the airport is without a carrier, but hopes to begin operations again soon. Visit [www.mklairport.com](http://www.mklairport.com) for updates.

The Memphis Airport (airport code: MEM) is 86 miles from campus and usually about a 90 minute drive. There is not a Jackson shuttle service to the airport, however the Student Services Office (731.661.5090) can arrange for airport transportation for \$75.00 a trip. (If two or more people are going to the airport, they can split that cost. It is \$75.00 per trip, not per person.) However, there are many students who live near Memphis and often drive friends to the airport. If arranging transportation to the airport, a two week notice is strongly encouraged to ensure we are able to secure a driver. See also the Facebook ride board information below.

The Nashville Airport (airport code: BNA) is 138 miles from campus. There is also not a shuttle service to this airport, but InShuttle Service is considering transportation (615.255.3519). Call the Student Life Office for details. This is a popular airport because low cost Southwest Airlines flies out of there. Student Services does not arrange transportation, however offering gas money to someone already headed to the Nashville

airport works wonders. Sometimes, a student can place a “part-time job” on the career services website to help secure a driver. (e.g. will provide \$50 in gas money to anyone able to drive me to the Nashville airport on X.) Contact Renee Jones at [rjones@uu.edu](mailto:rjones@uu.edu) to post such a “job.” See also the Facebook ride board information below.

### **Is there any transportation available for my student to nearby airports?**

Union University encourages students to use the “Union Ride Board” group on Facebook for “one stop shopping” to find transportation during weekends or breaks. Students can also post their travel destinations and see if someone could join them in order to split gas costs.

Jackson does not provide taxi or shuttle service to the Memphis or Nashville airports.

---

## **Tutoring/Academic Support**

---

### **Is there tutoring available to students?**

Yes, the Hundley Center provides free on-campus tutoring for all students. Located up the spiral stairs on the second floor of the library, the Hundley Center is equipped with computers and study rooms that are ideal for individual and group tutoring and study sessions.

### **How can students make an appointment with a tutor?**

Students are free to drop by during peer tutoring hours (Monday, Tuesday, and Thursday 1:00-8:00 p.m., Wednesday and Friday 1:00-5:00 p.m.) or they can make an appointment through the website: [www.uu.edu/programs/hundleycenter](http://www.uu.edu/programs/hundleycenter). Current schedules, study tips, and Hundley announcements are also updated on the website.

### **What other services does the Hundley Center offer?**

Aside from free peer tutoring, the Director provides one-on-one academic coaching in time management, organizational, and study skills. Students with learning disabilities or those on academic probation can also use the Director as a source of accountability on the way to academic success. Whether your student needs encouragement, challenging, or both—the Hundley Center is the place for them to go and receive counsel.

## **What if my son/daughter can't make it to the Hundley Center?**

If a student's class schedule conflicts with tutoring hours, the Hundley Center will work with the student to set up a tutoring time that fits their schedule. If for any reason your student is unable to make it up the stairs for an appointment, we will be happy to meet them downstairs.

## **What other Services are offered through the Hundley Center?**

The Baldrige Reading and Study Strategy Program is a nationally acclaimed seminar designed to help increase reading speed and comprehension, time management skills and organization. This year the program will be held August 25<sup>th</sup>-28<sup>th</sup>. Registration will be June 15<sup>th</sup> during new student orientation. The cost is \$130 (non-refundable). Please contact Bethany Morse at [bmorse@uu.edu](mailto:bmorse@uu.edu) with any questions.

---

## **University Communications**

---

### **How can I make sure that my child's name will be sent to our hometown paper when he/she makes the Dean's List or President's List?**

At the end of the fall and spring semesters, personalized press releases are sent out for students (undergraduate only) achieving a 3.5 GPA or higher (Dean's) or a 4.0 GPA (President's) as based on the list given to us by the Academic Center. With our current system, releases are sent to the closest daily and weekly newspapers in conjunction with the student's hometown zip code.

### **My child made the Dean's List, but it was printed in the wrong newspaper. How can I correct this?**

Please call the Office of University Communications at (731) 661-5215, and we'll do our best to help you.

### **How are graduation announcements handled?**

Students preparing to graduate will receive a graduation announcement form in their graduation packet from the Provost's office to fill out and turn in to our office. Only students who return these forms will have announcements sent.

### **How can I, as a parent, find out what's going on at Union?**

The Office of University Communications offers several ways that parents, friends, and other family members can stay in touch with the events and activities happening at Union University.

Visit our university's website, 24 hours a day, to see all of the latest news and happenings on campus.

*<http://www.uu.edu/uniontoday>*, for campus news

or

*<http://www.uu.edu/events>*, for a calendar of events.

Also, parents can sign up for e-announcements. This may be the best way to keep up with campus events. E-announcements is an electronic listing of weekly events that are happening on Union's campus. E-announcements are automatically sent to Union students, faculty, and staff every Monday, and parents are welcome to sign up for this special email by registering at *<http://www.uu.edu/parentsplace>*. Removal is also quick and easy. If you have questions, please contact Tina Netland in the Office of the Dean of Students at 731.661.5090.

## **Wellness and Student Programs**

---

### **What types of events will my son/daughter have the opportunity to attend outside of class or on the weekends?**

The Office of Wellness Services offers intramural, aquatic, and wellness programming to students every fall and spring. It is the goal of the Wellness Services Department to develop teamwork, leadership, sportsmanship, and relationships within a Christian environment. Every event is designed to help individuals grow socially, physically, mentally, and spiritually in competitive recreational activities. Over half the intramural events begin during the week and continue into the weekend.

The Office of Student Program works with the Student Activities Council and Barefoots Joe team to offer a variety of opportunities for your student during the year.

The Student Activities Council hosts events each month, such as Midnight Movies, Variety Show, Freshmen Gameshow, Carl Perkins Christmas Party, Homecoming concert, Movie on the Lawn, Be Our Guest, Spring Semi-formal, and more.

Barefoots Joe, campus coffeehouse and venue, hosts monthly concerts, open mics, and films & discussions.

The Office of Student Programs strives to foster campus community by offering events that create shared experiences as well as events that

promote reflection and thoughtfulness in regards to creativity, media, and culture. These events are little to no cost for students.

### **Are activities planned during classes offered over the holidays and J-terms (January, June/July)?**

YES! The Office of Student Programs works hard to provide quality and affordable opportunities for students who are attending classes over traditional break times. Depending on the season, we will offer activities such as: free tickets to Diamond Jaxx games, cookouts at residence complexes, Union nights at favorite Jackson area restaurants, coffeehouse with local artists, etc. There is also a winter league basketball tournament for two weeks.

### **Are the activities chaperoned?**

Yes. All official University activities are staffed by a Union faculty/staff member depending on the size and type of event. All drivers have been approved by the Office of Safety and Security to drive Union's fleet of large, 15-passenger vans or minivans for off-campus events.

### **How does my student get involved?**

Union students have the ability to be involved in many different organizations at the same time, providing excellent team building, interdependence, and leadership opportunities for your son/daughter. Students may sign up and learn about all campus organizations upon arrival to campus in late August. The Student Activities Council (also referred to as SAC) is comprised of 25-30 students who plan on and off-campus events for students. Each year, SAC elects new members in late September. Interested students may complete an application or contact the advisor, Joy Moore, at [jemoore@uu.edu](mailto:jemoore@uu.edu).

### **Can I buy Barefoots Joe gift cards for my student?**

Yes! You may purchase gift cards at the counter in Barefoots Joe. If you are out of town and wish to purchase a card, please contact Joy Moore at [jemoore@uu.edu](mailto:jemoore@uu.edu) or 731.661.5285.

# 2009-2010 Academic Calendar

---

## August

21, Friday	Residence Complexes Open for New Students Only
23, Sunday	Residence Complexes Open for Returning Students
25, Tuesday	Registration—Day Classes and 16-Week Evening Classes Begin
26—Sept 1, Wednesday-Tuesday	*Late Registration
28, Friday	Convocation

## September

1, Tuesday	*Last Day to Add a Class
7, Monday	Labor Day Holiday
29, Tuesday	*Last Day to Drop a 16-Week Class

## October

2-3, Friday-Saturday	Family Weekend
15-19, Thursday-Monday	Fall Holiday

## November

4, Wednesday	Campus & Community: A Day of Remembrance & Service
24, Tuesday	**Residence Complexes Close
25-27, Wednesday-Friday	Thanksgiving Holidays
29, Sunday	Residence Complexes Open

## December

7-10, Monday-Thursday	*Final Examinations
10, Thursday	**Residence Complexes Close
12, Saturday	Graduation

## Winter Term 2010 (4-week accelerated semester)

### January

3, Sunday	Residence Complexes Open
4, Monday	Day and Evening Registration—Classes Begin
5, Tuesday	Late Registration
5, Tuesday	Last Day to Add a Class
12, Tuesday	Last Day to Drop a Class
29, Friday	Final Examinations
29, Friday	**Residence Complexes Close

## Spring Semester 2010 (16-week semester)

### February

1, Monday	Residence Complexes Open for Students with Monday February Accelerated Classes
2, Tuesday	Residence Complexes Open for New/Returning Students
3, Wednesday	Registration—Day Classes and 16-Week Evening Classes Begin
4-9, Thursday-Tuesday	*Late Registration
9, Tuesday	*Last Day to Add a Class

## March

9, Tuesday  
26, Friday  
29-April 5, Monday-Monday

\*Last Day to Drop a Class  
\*Residence Complexes Close  
Spring Holidays

## April

5, Monday  
22, Thursday

Easter Monday Holiday  
\*Priority Registration Begins for Summer and Fall 2010

## May

3, Monday  
17-20, Monday-Thursday  
20, Thursday  
22, Saturday

Union University Scholarship Symposium  
\*Final Examinations  
\*\*Residence Complexes Close  
Graduation

\*Refers to both evening and day classes which meet the full Fall and Spring Semester.

\*\*Residents will not be housed between terms and during holidays without permission of the Director of Residence Life.

# FAMILY WEEKEND



# SAVE THE DATE

OCTOBER 2-3, 2009

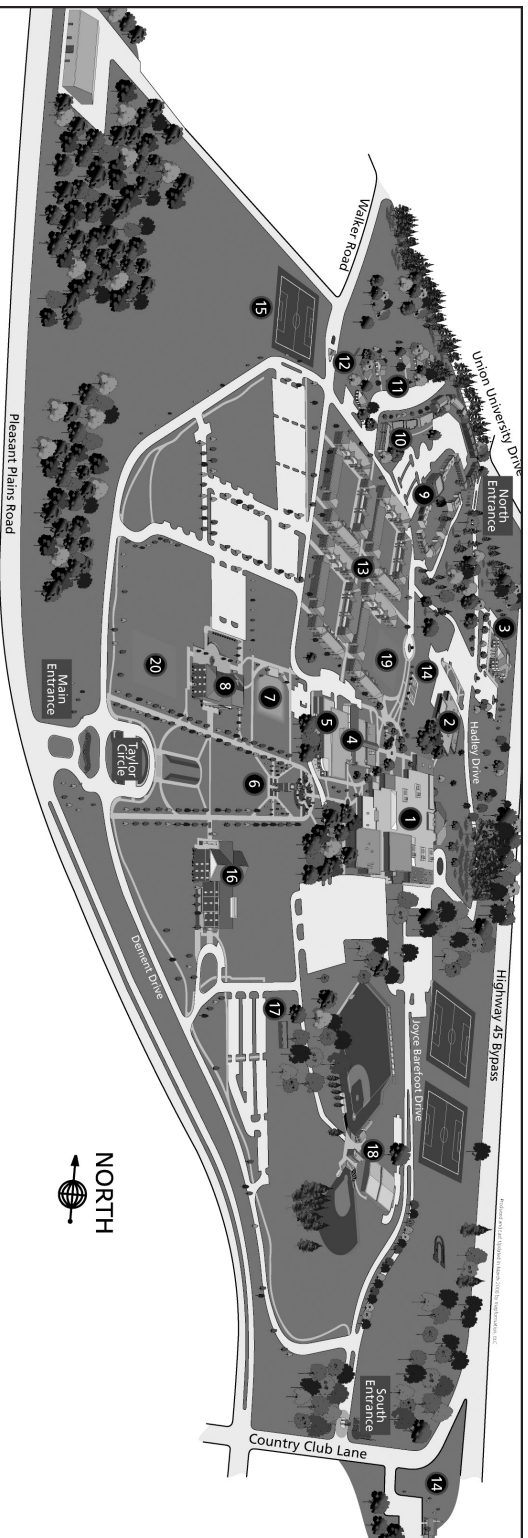


Photo: Courtesy of University of Tennessee System, Knoxville, TN

- 1. Penick Academic Complex**
  - a. Savage Chapel
  - b. Powell Theatre
  - c. Sumnar Library
  - d. Delay Gymnasium
  - e. Palmer Activities Center/ Williams Aquatic Center
  - f. Administrative Offices
  - g. Union Station
  - j. College of Arts and Sciences
- 2. Blasingame Academic Complex**
  - k. School of Pharmacy
  - l. College of Education and Human Studies
  - m. McAfee School of Business Administration
- 3. Hammons Hall**
  - n. LifeWay Christian Store
  - o. Advancement and Alumni Offices
- 4. Barefoot Student Union Building**
  - q. Student Life Offices
  - r. Harvey Hall
  - s. Post Office
  - u. Undergraduate Admissions and Financial Aid
  - v. Coburn Dining Room
  - w. Lexington Inn
  - x. Barefoot's Joe
  - y. Heritage Center Banquet Hall
- 5. Carl Grant Events Center**
  - z. School of Christian Studies and Departments of Music and Communication Arts
- 6. Miller Tower**
- 7. Amphitheatre**
- 8. Jennings Hall**
  - aa. Departments of Music and Communication Arts
- 9. Heritage Residence Complex**
- 10. Warmath Family Housing**
- 11. Fraternity Row**
- 12. The Welcome House**
- 13. "The Quads" Residence Complex**
- 14. Outdoor Basketball Court**
- 15. Intramural Fields**
  - cc. Soccer Fields
  - dd. Baseball/Softball Fields
- 16. White Hall**
  - ee. School of Nursing
  - ff. Departments of Biology and Chemistry
- 17. Photo House**
- 18. Fesnite Field House and Press Box**
- 19. New Student Commons (Opening Spring 2010)**
- 20. New building for School of Pharmacy (Opening Fall 2010)**