

ACADEMIC ADVISING

The general purpose of the advising system is to help students plan programs, to help with academic matters, to provide information about graduation and degree requirements and to approve students' official programs for registration each semester. It's the student's responsibility to confer with the appropriate adviser and to take the initiative in seeking academic advising when it is needed. Each academic unit has a student services office to assist students. Faculty and/or staff members are designated as undergraduate advisers. Graduate students should seek advisement through the department in their area of interest.

Arts and Sciences, 09 Scofield Hall 816-235-1148

Undergraduate and other students deciding on a major

Students who have declared majors may contact their academic department.

Biological Sciences

Undergraduate, 013 Biological Sciences Building, 816-235-2580

Graduate, 212 Biological Sciences Building, 816-235-2352

Business and Public Administration 115 Bloch School, 816-235-2215

Computing and Engineering

534 Flarsheim Hall, Computer Science/Electrical Engineering Division, 816-235-1193

352 Flarsheim Hall, Civil/Mechanical Engineering Division, 816-235-5550

Conservatory of Music

Undergraduate 142 Grant Hall, 816-235-2900

Graduate, 142 Grant Hall, 816-235-2900

Dental Hygiene

650 E. 25th St., 816-235-2080

Dentistry

650 E. 25th St., 816-235-2080

Education

129 Education Building, 816-235-2234

Law

I-200 Law School, 816-235-1644

Medicine

2411 Holmes, 816-235-1900

Nursing

2464 Charlotte, 816-235-1700

Pharmacy

2464 Charlotte, 816-235-1613

ACCEPTABLE USE POLICY (UNIVERSITY OF MISSOURI)

110.005 UM Collected Rules and Regulations

This policy applies to all users including faculty, staff, students and guest users of University of Missouri computer networks, equipment or connecting resources.

A. UNIVERSITY INSPECTION OF PERSONAL ELECTRONIC INFORMATION

- Electronic information on University networks or equipment, including, but not limited to, electronic mail and personal information, is subject to examination by the University where:

1. It is necessary to maintain or improve the functioning of University computing resources
2. Where there is a suspicion of misconduct under University policies, or suspicion of violation of Federal or State laws
3. It is necessary to comply with or verify compliance with Federal or State law

B. ACCEPTABLE USE GUIDELINES

1. Responsibilities of Users of University Computer Resources:

- a. Respect the intellectual property rights of authors, contributors and publishers in all media.
- b. Protect user ID, password and system from unauthorized use.
- c. Adhere to the terms of software licenses and other contracts. Persons loading software on any University computer must adhere to all licensing requirements for the software. Except where allowed by University site licenses, copying software licensed for University use for personal use is a violation of this policy.
- d. Adhere to other University and campus policies, including the Collected Rules and Regulations of the University of Missouri, and, if applicable, the University Business Policy Manual, Human Resources Manual and policies established for a specific resource.

150 151

- e. Adhere to data access policies of the University or those established by law.
 - f. Use University computer resources in a manner that is compliant with University policies and state and federal law.
- ##### **2. Prohibited Uses of University Computer Resources:**
- a. Unauthorized or excessive personal use. Use may be excessive if it overburdens a network, results in substantial use of system capacity, or otherwise subjects the institution to increased costs or risks. (Employees additionally may be subject to discipline for unauthorized or excessive personal use of computer resources.)
 - b. Uses that interfere with the proper functioning of the University's information technology resources.
 - c. Uses that unreasonably interfere with the ability of others to make use of University computer resources.
 - d. Attempting to gain or gaining unauthorized access to the computer system or files of another.
 - e. Use of University computer resources to infringe the intellectual property rights of others.
 - f. Use of University computer resources for personal profit, except as permitted under the University's conflict of interest policy.

C. ENFORCEMENT OF ACCEPTABLE USE POLICY

Violation of the Acceptable Use Policy may result in a denial of access to University computer resources, and those disciplinary actions provided or authorized by the Collected Rules and

Regulations of the University of Missouri.

Students who violate these guidelines will be subject to sanctions as outlined in section 200.010 of the Student Conduct Code. All such cases will be forwarded to the Primary Administrative Officer in the Student Life Office for appropriate action. Violations of some of the above guidelines may constitute a criminal offense. Individuals using UMKC computing resources are urged to review the University Policy Manual, Computer Crimes Bill passed by the Missouri State Legislature and the MOREnet Acceptable Use Policy, all of which are stored online for easy access at www.umkc.edu/is/cio

ACTIVITY & PROGRAM COUNCIL

816-235-1457

LL22 University Center

The Activity & Program Council (APC) is the student programming board of UMKC. APC provides programs every semester that are geared to the diverse student body of UMKC. APC organizes educational and entertainment events including Welcome Week, Roo Fair, Talent Show, Court Warming, Spring Fling and more! Students interested in volunteering for APC or getting more information can contact the APC office at 816-235-1457 or the Student Life Office at 816-235-1407. To get an updated listing of all scheduled APC events, call the APC Events Hotline at 816-235-1212 or visit www.apcactivities.com.

ADDRESS CHANGE

816-235-1122

Records Office, 115 Administrative Center

Students should provide a current mailing address to the UMKC Records Office as soon as possible following a move. UMKC communicates with currently enrolled students primarily through the UMKC email system. Students are responsible for maintaining a current mailing address with the UMKC Records Office and for checking their UMKC email regularly in order to receive billing, academic and other important messages in a timely manner.

ADMISSIONS OFFICE

816-235-1111

Administrative Center, First floor

The Office of Admissions is responsible for recruitment, admissions and orientation. All inquiries about admission forms and status are directed to this office. Prior UMKC students who have not maintained continuous enrollment should consult with the Admissions Office regarding re-admission procedures. Admissions Office services include:

- Help with the admission process
- New student orientation programs
- Campus visit program through the Welcome Center
- Provide information on academic requirements and regulations
- Determination of residency status for fee purposes
- Referrals to other academic and campus support services, especially for those students who have not declared a major or professional school affiliation.

For questions regarding residency, an enrollment services coordinator is available to explain residency regulations. Office hours are 8 a.m. to 5 p.m. Monday, Thursday and Friday and 8 a.m. to 6 p.m. Tuesday and Wednesday.

AIDS POLICY

To address special needs of the University of Missouri-Kansas City, the following policy is in effect:

Faculty, staff and students should be aware that discrimination on the basis of race, color, religion, national origin, ancestry, sex, sexual orientation, age and handicap (to include AIDS), is prohibited by state law. All are expected to conduct university-related activities without any such discrimination. Failure to fulfill these obligations may subject faculty, staff and students to disciplinary action. Such action shall be taken in accordance with the following University of Missouri procedures: Rules of Procedure in Student Disciplinary Matters and the Dismissal for Cause Procedure. Those who feel they may have been discriminated against may use the Grievance Procedure for Administrative, Service and Support Staff; Discrimination Grievance Procedure for Students; and Academic Grievance Procedures. This statement is based on the recommendations of the Missouri Human Rights Commission and is in accordance with the statements of professional responsibility and codes of ethics of the Association of American Medical Colleges, the American Medical Association, the American Dental Association, and the National League of Nursing. Students with questions about AIDS, or those with AIDS or HIV infection needing support services, can contact the Student Health and Wellness at 816-235-6133. Inquiries will be treated in a private and confidential manner.

ALCOHOL POLICY

The use or possession of any alcoholic beverage is strictly prohibited on all University property except where appropriate University approval is given, subject to legal requirements. Guidelines for alcohol use are available at the Student Life Office, located on the ground floor of the University Center. To request the use of alcoholic beverages, individuals should inquire at the Office of Student Auxiliary Services.

Social Event Policy for Functions with Alcohol Present

Policies Derived from State Statutes

No UMKC organized student organization shall knowingly violate any of the policies listed below:

1. Persons defined as underage (under 21 years of age) by Missouri are not permitted to possess or consume alcohol within the borders of the state.
2. Official identification is required to verify that a person has attained the legal age for possessing or consuming alcohol.
3. Persons of legal drinking age may not provide alcohol to underage persons.
4. It is not permitted to serve alcohol to any person who is bordering upon intoxication or who is obviously already intoxicated.
5. Hosts of a social function involving alcoholic beverages will be held accountable for the actions of their guests.

Policies Affecting All UMKC-Recognized Student Organizations

1. On an annual basis, organizations planning to sponsor alcohol-related events must send a representative to a one-hour risk-management program sponsored by the Student Life Office and the Student Government Association (The program will be offered several times at the beginning of each semester).
2. Organizations sponsoring an off-campus event, in which alcoholic beverages may or will be present, must complete an Alcohol Social Event Registration Form and turn it into the Student Life Office at least 72 hours (3 working days) prior to the date of the event.
3. Organizations sponsoring an alcohol-related event on campus must register the function at least 2 weeks in advance. Copies of the University alcohol policy are available by contacting the University Center Reservations Office or Administrative Offices.
4. No advertising which implies or acknowledges alcohol-related events (i.e., BYOB) will be permitted on campus.
5. No UMKC student fees will be used to pay for alcoholic beverages.

All organizations knowingly violating these policies will be referred to the Student Life Office and the Student Conduct Code for appropriate disciplinary sanctions. Copies of the Student Conduct Code guidelines are available by contacting the Student Life Office, located on the ground floor of the University Center. 152 153

Social Event Policy for Functions with Alcohol Present

Policies Derived from State Statutes

No UMKC organized student organization shall knowingly violate any of the policies listed below:

- Persons defined as underage (under 21 years of age) by Missouri are not permitted to possess or consume alcohol within the borders of the state.
- Official identification is required to verify that a person has attained the legal age for possessing or consuming alcohol.
- Persons of legal drinking age may not provide alcohol to underage persons.
- It is not permitted to serve alcohol to any person who is bordering upon intoxication or who is obviously already intoxicated.
- Hosts of a social function involving alcoholic beverages will be held accountable for the actions of their guests.
- Policies Affecting All UMKC Recognized Student Organizations
- On an annual basis, organizations planning to sponsor alcohol-related events must send a representative to a one-hour risk-management program sponsored by the Student Life Office and the Student Government Association (The program will be offered several times at the beginning of each semester).
- Organizations sponsoring an off-campus event, in which alcoholic beverages may or will be present, must complete an Alcohol Social Event Registration Form and turn it into the Student Life Office at least 72 hours (3 working days) prior to the date of the event.
- Organizations sponsoring an alcohol-related event on campus must register the function at least 2 weeks in advance. Copies of the University alcohol policy are available by contacting the University Center Reservations Office or Administrative Offices.

- No advertising which implies or acknowledges alcohol-related events (i.e., BYOB) will be permitted on campus.

- No UMKC student fees will be used to pay for alcoholic beverages.

All organizations knowingly violating these policies will be referred to the Student Life Office and the Student Conduct Code for appropriate disciplinary sanctions. Copies of the Student Conduct Code guidelines are available by contacting the Student Life Office, located on the ground floor of the University Center.

ALUMNI INFORMATION

816-235-1561

300B Administrative Center, alumni@umkc.edu

The UMKC Alumni Association is an organization of former students who have received a degree from UMKC, or have received course credit at UMKC, and who want to stay connected to UMKC. For more information go to: www.umkcalumni.com

Through the UMKC ALUMNI ASSOCIATION, members enjoy some terrific rewards:

- Save with group rates on auto, home, life, dental, health, renter's, pet insurance; long-term care plans Enjoy outstanding travel opportunities at some of the best prices around.
- Reap substantial savings with our student loan consolidation program through Nelnet Get invited to UMKC events, lectures, performances and more
- Enjoy your free subscription to *Perspectives* magazine
- Stay fit with your alumni membership privileges at Swinney Recreation Center
- Keep up with your classmates with free access to the UMKC online alumni directory at www.umkcalumni.com

After you leave UMKC, help make life easier for UMKC's next students! Join the Alumni Fund for just \$50 per year and enjoy even more great rewards!

- 25 percent off UMKC Kangaroo basketball season tickets
- 20 percent off Kansas City Repertory Theatre season tickets
- Two free tickets to each UMKC Department of Theatre performance
- 10 percent off UMKC Bookstore logo gifts and clothing
- 10 percent off at Minsky's Pizza on Main Street
- Free UMKC Miller Nichols Library checkout privileges
- Free UMKC Health Sciences Library checkout privileges
- Free 12-month UMKC color calendar

Alumni Association

300B Administrative Center

816-235-1563

<http://www.umkcalumni.com>

The UMKC Alumni Association is an organization of former students who have graduated, but want to stay connected to UMKC.

Health, Auto, Home and Life Insurance

Graduation is one of the life's big changes and it can leave you without insurance coverage, as can a career transition or job change. That's why the Alumni Association provides both short and long-term insurance coverage with convenient and affordable plans for health and term life insurance. Students may also take advantage of the discounted group rates for home and auto insurance and renter's insurance. Visit www.umkcalumni.com - click on "Alumni Services" then "Insurance" for detailed information.

Minority Affairs Committee

As a student at UMKC, you experience the unique aspects of a culturally diverse campus. The Alumni Association continues that tradition through the Alumni Association Minority Affairs Committee. UMKC alumni play an important role in our institution's commitment to supporting intercultural interests.

News and Information

Once you leave the campus, you'll be kept informed about events at UMKC and your school or college through Perspectives magazine, which is published twice a year. Monthly issues of the electronic newsletter, e-Roos, will be sent to your email address. These are two big reasons to keep your contact information current with the Alumni Office – e-mail alumni@umkc.edu with your address, phone, job and email changes.

Rovin' Roos Travel

Want to see the world? Join UMKC alumni and friends on excursions to exciting destinations around the world. The Alumni Association works with only the most reputable travel companies to provide opportunities for enjoyable and educational trips at reasonable prices. See the current travel destinations at www.umkcalumni.com. Click on "Alumni Services" - then "Travel".

Scholarships, Loans and Other Support

UMKC alumni are generous. Many UMKC students find their financial burden eased through donations contributed by alumni for student scholarships. In addition, the Alumni Association provides support for projects in each of the academic units across the campus.

BARBER SHOP

816-363-2242

Located in the lower level of the University Center, the Barber Shop is a privately owned service that offers haircuts, sculpturing and styling. Hours are 8 a.m. to 6 p.m. Tuesday through Friday, and 8 a.m. to 4 p.m. Saturday.

BERKLEY CHILD AND FAMILY DEVELOPMENT CENTER

816-235-2600

The Edgar L. and Rheta A. Berkley Child and Family Development Center provides quality care and education for young children and serve as a research and training site for University students. The school is administered through and a part of the School of Education. Enrollment is open to the University population and the community at large. Tuition-assistance scholarships are available for UMKC students and are awarded based on financial need. Berkley provides programming for children ages three months to six years. During the summer, the school also provides programming for children ages

five to 11 years. Berkley is accessible to children with special needs. Tours are available by request. To inquire about enrollment or academic usage, contact the Berkley Child and Family Development Center.

BKMK PRESS

816-235-2558

5101 Rockhill Road, www.umkc.edu/bkmk

BkMk Press (pronounced "bookmark") is a 37-year-old literary publisher based at UMKC's College of Arts and Sciences and distributed nationally. The press annually publishes about five books, principally poetry and fiction. BkMk Press welcomes a limited number of students each semester for its book-publishing internship program, for credit or noncredit. Interns gain experience in editing, design, management and publicity. For more information, contact Ben Furnish, managing editor, at 816-235-2558, or Robert Stewart, executive editor, at 816-235-2611.

BOOKSTORES (VOLKER & HOSPITAL HILL LOCATIONS)

Volker Campus

UMKC Bookstore

816-235-1427

www.umkcbookstore.com

Hospital Hill Campus

UMKC Health Sciences Bookstore

816-235-2191

www.hospitalhillbookstore.com

The UMKC Bookstores are wholly owned and operated auxiliaries of the University of Missouri. We operate these bookstores to ensure that our students and faculty receive the best possible course materials, service and support. 100% of the revenue derived from the Bookstore operations are utilized to provide educational, social and recreational opportunities for UMKC students, and to help keep the cost of tuition low.

Regular Hours of Operation

*Volker Store**

Monday - Friday

8 a.m. - 6 p.m.

Saturday

10 a.m. - 2 p.m.

*Health Science Store**

Monday - Thursday

7:30 a.m. - 5:30 p.m.

Friday

7:30 a.m. - 5 p.m.

** Store hours are extended for special events and back to school rush to accommodate our customers; these hours are posted separately. The University Bookstores observe all official University holidays, and close whenever classes are cancelled. Please check the online calendar for our extended hours of operation or changes to our regular hours.*

Owned and operated by the University of Missouri, the UMKC Bookstores provide a wide array of educational materials and a variety of services. Student success hinges on having the necessary resources at the right time and the right price. At the main bookstore located in the University Center, students can find a wide array of educational materials and a variety of services to assist in their academic success. Required and recommended textbooks are immediately available, as well as numerous supplemental materials including general reference and study guides. UMKC Bookstore also carries bestsellers, fiction, non-fiction and academic titles as well as an assortment of school and office supplies. Need something special to show your college spirit? Come browse through our large selection of UMKC clothing and gifts. Other services for your convenience include: Textbook Reservation Program, Daily Textbook Buyback, Graduation Fairs, Books-For-U reading rewards program, Be The First To Know program, annual student & faculty appreciation events and Special Order programs.

Technology Is Affordable and Easy!

At RooTech, located inside the main bookstore, UMKC students are automatically eligible for special savings on technology hardware, software and supplies. Look no further for a technology package that is user friendly and campus and residence hall ready. A valid UMKC ID and sign-on is necessary to obtain these terrific savings on educational pricing.

Textbook Buyback

There aren't too many items that can be purchased, used for a few months and then returned to the store for cash. During the last two weeks of the Fall and Winter semesters, an independent wholesale book company conducts book buyback to help the campus bookstore fill the textbook department with used books required for the upcoming semester. At this time, students can sell back their textbooks for cash. If an instructor has requested a particular book for the next semester, the bookstore will pay up to 50% of the new price until the order is filled. Even if you originally bought the book for the used price, you'll still get 50% of the new price if the book is needed. If a textbook is not required for the upcoming semester or if an instructor has not yet turned in their order, the wholesale book company may buy back your textbooks to fill orders at other colleges and universities. They may offer UMKC students 0 - 30% of the new book price. Sometimes, books cannot be bought back due to a newer edition being used or if the book is in an un-saleable condition.

Convenient Payment Options

Customers may use Cash, Personal Checks, Credit Cards (MC, Visa, & Discover), UMKC Bookstore Gift Cards and Student Charge. A valid photo ID is required for check transactions and a valid UMKC ID is required to use student charge. Student Charge is available for financially enrolled students. Student Charge allows students to purchase bookstore items with their UMKC ID and charge it to their University account. Financial enrollment means that a student has made the minimum educational fee payment for the academic semester. A student may not Student Charge if they are not officially enrolled for the current semester (if you're not enrolled for summer school, you cannot Student Charge during the summer semester). A student may charge a

maximum of \$1000 per semester. Once the limit is reached, another form of payment is needed. Making a payment to your University of Missouri bill will not adjust the balance back to \$1000.

Returns

We guarantee any item we sell without reservation. For most items, we will gladly make an exchange, credit or refund within 10 days of your purchase. Proof of purchase is required. Items must be returned in their original, saleable condition. Computer software and electronics must be unopened and include a valid, transferable license. Additional restrictions apply, see stores for details.

Course Material Provisions

For Fall & Summer semesters, we extend our usual return grace period to accommodate course material returns within 14 business days from the official start date of the semester, with a receipt. After the first 14 business days of the semester you will receive a percentage of the original price back on textbooks based on the University's tuition refund schedule (these dates and percentages will be posted in the UMKC Bookstore). Summer semester textbook refunds and exchanges will be allowed for 3 business days from the date of purchase, with a receipt. No textbooks returns are allowed during the last two weeks of any semester.

BULLETIN BOARD POLICY

The Student Life Office reviews the requests of student organizations, individuals and outside agencies for posting materials on campus. Stop by the Student Life Office on the ground floor of the University Center for a complete set of regulations and a listing of bulletin boards on campus, or call 816-235-1407.

BUSINESS INTERRUPTION POLICY

For the University of Missouri-Kansas City Business Interruption Policy, contact the UMKC Helpline at 816-235-2222.

BUS/SHUTTLE SERVICE

816-235-1354

<http://www.umkc.edu/adminfinance/transport>

The UMKC shuttle bus service is free to all faculty, staff, and students. The bus service is available Monday through Friday. The bus is air-conditioned and wheel chair accessible. Anyone with disabilities can access the shuttle bus from any "UMKC Bus Stop". Any special needs should be coordinated through the Coordinator of Services for Students with Disabilities Office. The times listed on the schedule are departure times. We try very hard to stay on schedule. Unfortunately, traffic congestion, road construction, and weather all have an impact on our actual arrival and departure times. It is strongly suggested that you allow plenty of time to get to your destination.

CAMPUS AMBASSADOR PROGRAM

816-235-1210

Looking for an opportunity to get involved, while providing a valuable service to the campus community? The Ambassadors represent the best at UMKC. The

program gives you the chance to attend UMKC Chancellor-sanctioned events, assist the Office of Admissions with recruitment efforts, as well as work with upcoming student leaders. What better way to get connected and take advantage of all UMKC has to offer! For more information call 816-235-1210.

CAMPUS INFORMATION CENTER **816-235-5555**

University Center Lobby

Located in the lobby of the University Center, the Campus Information Center provides general campus information, event and meeting information, student, faculty, and staff photo IDs, lost and found services, and a wide variety of other information to assist students and campus visitors.

CAMPUS LIFE

College is more than classrooms. The Student Life Office is UMKC's central resource for co curricular and extracurricular involvement, making the University experience more educational, more interesting, and—most importantly—more fun!

CAMPUS MAIL UNIVERSITY CENTER LOBBY

UMKC maintains a campus mail system with regular deliveries. Students may deposit on-campus mail or stamped USPS mail in the mailbox located near the south entrance of the University Center for afternoon pickup, to be put into the mail stream the following workday.

CAMPUS MINISTRY **816-235-1155**

The many campus ministers who serve the UMKC campus enhance the quality of an ecumenical ministry to and with the University community in all of its parts. The campus ministers seek to promote a spiritual climate in which all members of the University community - students, faculty and staff - can have the freedom and opportunity to practice their respective faiths, to worship in accordance with their individual convictions, to inquire about religious problems and interests, and to work together on common concerns. Ministers serving UMKC include:

- The Rev. Dr. Sarah Coburn, United Campus Ministries, sponsoring denominations include the following: American Baptist, Christian (Disciples of Christ), United Church of Christ, United Methodist, Presbyterian (USA), 5307 Rockhill Road, Kansas City, MO, 816-235-1155
- Catholic Diocese of Kansas City – St Joseph, Tony Butel, Director of Young Adult & Campus Ministry, 816-756-1850 ext. 552, butel@diocesekcsj.org, Website: <http://www.diocese-kcsj.org>
- Michelle Lawner, Jewish Community and Information Referral, Jewish Community Center, 5801 W. 115th St., Suite 201, Overland Park, KS 66211, 913- 327-4636, www.jewishkansascity.org
- Clifford Koenig, Pastor, Emmanuel Lutheran Church, 4205 Tracy, Kansas City, MO 64110, 816-561-0561 (LCMS)
- Dr. Edward J. Thompson, Second Presbyterian Church, 318 E. 55th St., Kansas City, MO 64110, 816-363-1300

• The Rev. Cynthia Schnaath, Pastor, Westwood Lutheran Church, Shawnee Mission, KS 66205, 913-722-5035

CAMPUS TOURS

See “Welcome Center”

CANCELLATION OF CLASSES DUE TO INCLEMENT WEATHER

Cancellation of classes will be posted on the front page of the University’s website, www.umkc.edu as well as through UMKC Alert messaging system (<http://www.umkc.edu/umkcalert>).

CAREER SERVICES CENTER

816-235-1636

4825 Troost Building, Room 205, www.career.umkc.edu

E-mail: careerservices@umkc.edu

The Career Services Center provides a variety of services and programs in the area of career and life planning. The office is open 8 a.m. to 5 p.m. Monday through Friday. Students may schedule individual appointments with professional career counselors and staff for help with:

- choosing an academic major
- assessing interests and values
- clarifying goals
- enhancing skills such as resume writing and interviewing
- conducting a job search.

Staff members are always available to speak to classes or organizations on the above topics. Students have access to a library of current reference materials related to career planning. Staff members develop and maintain contact with local, state, national and international employers.

The Career Services Center also offers an employment database, www.careerexec.com that students and alumni can access from any computer with an Internet connection. This database includes a part-time job and internship database open to all students seeking extra income or work experience to include on a resume. Using this database, students can:

- self-register online
- perform a job search based on registered criteria and print
- find possible job leads and contacts for follow-up.

A full-time job database is available for students and alumni seeking jobs. This program:

- stores resumes
- stores job opportunities
- stores on-campus recruiting schedules
- effectively matches students with employers.
-

The office sponsors and co-sponsors several employer fairs, career days, and many other career-related events throughout the academic year, including: (please check our web site for updates throughout the year)

On-Campus Recruiting	Begins September 26
Greater Kansas City Employer Fair	September 24
Teacher Interview Day	October 13
Computing and Engineering Fair	October 23
Career Week	October 27-31
Etiquette Dinner	October 29
Criminal Justice & Criminology Fair	October 29
Teacher Recruitment Day	February 10
Virtual Internship & Summer Job Fair	February 18-March 6
Heart of America Employer Fair	April 1

CASHIER'S OFFICE

816-235-1365

The Cashier's Office is responsible for the billing, collection and deposit of all student fees. This includes student fees, housing, bookstore and other special charges. The office also helps students with questions about the Missouri Taxpayer Tuition Scholarship as it relates to fees and to fee payment. The Cashier's Office can discuss the technicalities of the Missouri Taxpayer Tuition Scholarship regulations with students to determine their status. Office hours are Monday, Thursday & Friday 8 a.m. to 5 p.m., and Tuesday & Wednesday 8 a.m. to 6 p.m.

CATALOG

www.umkc.edu/catalog

Students should consult the UMKC Undergraduate Catalog for official information about academic policies and regulations. Policies may vary according to the different schools. Be sure to consult the section specific to the college or school in which you are a student. The catalog may be accessed through the UMKC Web site at www.umkc.edu/catalog. Following is some of the information you will find in your undergraduate catalog:

- Academic Advising
- Academic Honors
- Academic Loads
- Academic Probation
- Application for Graduation
- Assessment
- Attendance Requirements
- Degree Requirements
- English Proficiency Test
- Grade Appeal
- Grade-Point Average
- Honor Codes
- Incomplete Grades
- Residency Requirements
- Transcripts
- Withdrawal from School
- Consulting the catalog can save time and mistakes in the enrollment process and help ensure progress toward graduation.

CENTER FOR ACADEMIC DEVELOPMENT **816-235-1174**

210 Student Academic Support Services (SASS) Building, www.umkc.edu/cad

The Center for Academic Development (CAD) provides support services that help students achieve their academic goals. This center is the home to Supplemental Instruction (SI) which was developed at UMKC in 1973. SI is a peer-assisted study model that improves student learning, grades, and retention rates. Video-based SI is a learning approach which combines the use of video technology and a skilled facilitator to provide learners with an opportunity to master difficult course content, as well as develop complex reasoning skills. The Coaching Program strives to provide students with the skills necessary for their journey at UMKC by assisting them in becoming engaged with the university community and promoting life-long learning through critical thinking and social awareness. The program offers one-on-one peer interaction, academic assistance, and personal and social support. The CAD also houses the Math and Science Resource Center, a free tutoring service for all UMKC students.

CENTER FOR DISTANCE AND INDEPENDENT STUDY

1-800-609-3727 (SELECT OPTION 4)

Center for Distance and Independent Study

<http://cdis.missouri.edu>

As a leader in distance education, the Center for Distance and Independent Study offers valuable learning opportunities to students around the world. Our University program includes print and Web-based courses, which have been developed by faculty members from the University of Missouri campuses. University students use independent study to supplement their on-campus course schedules, ease classroom scheduling conflicts, advance in their jobs or prepare for career changes. For further information, please visit our Web site at <http://cdis.missouri.edu> or call us at 1-800-609-3727, and select option 4.

CENTER FOR INTERNATIONAL ACADEMIC PROGRAMS

816-235-5759

www.umkc.edu/international

The Center International Academic Programs (CIAP) serves as a resource for UMKC students and faculty members who are interested in an international experience. For students who would like to participate in study abroad and international internship opportunities, CIAP provides guidance and information on study abroad options and oversees UMKC's student exchange programs with colleges and universities in several countries. Students interested in studying abroad at some point during their academic coursework should contact the CIAP staff for assistance in planning their international program. In addition, any student accepted into a study abroad program must complete the necessary documents related to international programs and attend a pre-

departure orientation. The Center for International Academic Programs (CIAP) assists students who want to apply for major fellowships that support continued undergraduate study and graduate school. The CIAP Web site identifies an extensive list of these fellowships for both national and international study, including, but not limited to, the Truman, Goldwater, Udall, Fulbright, Rhodes, Marshall, Jack Kent Cooke, NSEP Boren, and Rotary. These are highly competitive awards that demand careful planning and a commitment of time and effort. All fellowships require applicants to have a high GPA. In addition, typical eligibility criteria include a record of community service, evidence of undergraduate research or original work, strong faculty references, and a commitment to future academic or public service. A number of the fellowships require an on-campus review and nomination before a candidate can move forward to the national competition. Most of these fellowships provide substantial financial support as well as opportunities for travel and specialized seminars with fellow grantees. For additional information please call (816) 235-5759 or visit www.umkc.edu/international.

Students are invited to visit the Center for International Academic Programs at 5325 Rockhill Road. Students wishing to meet with a staff member for assistance with an international program, scholarships or other inquiries are asked to call for an appointment.

CENTRAL TICKET OFFICE

Performing Arts Center, 4949 Cherry

www.umkc.edu/adminfinance/businessservices/cto, E-mail: cto@umkc.edu

816-235-6222

Fax: **816-235-2704**

The Central Ticket Office handles tickets for concerts, lectures, and theater programs and sports events. The office is open from 10 a.m. to 5 p.m. Monday – Friday. Weekend hours vary – call in advance. The Central Ticket Office handles tickets for UMKC Kangaroos Basketball, Kansas City Chamber Orchestra, Kansas City Chorale, Fine Arts Chorale, newEar, Paul Mesner Puppets, and all UMKC ticketed events. Always ask about special rates for UMKC students and student rush programs.

CHECK CASHING

UMKC students can cash checks up to \$25 by showing their validated student ID cards at the Cashier's Office in the Administrative Center from 8 a.m. to 5 p.m. Monday, Thursday and Friday, and 8 a.m. to 6 p.m. Tuesday and Wednesday. In addition, an ATM machine is located in the University Center cafeteria. The machines accept MasterCard, VISA and bank cards that belong to the Cirrus, Bank/Mate and Plus systems. You must have a personal identification number to use the machines.

COMMUNIVERSITY

5327 Holmes

<http://www.umkc.edu/commu>

816-235-1448

Community is an adult education program sponsored by UMKC's Student Life Office. All of our classes are taught by volunteer teachers. Class topics range from cooking classes to financial planning seminars, from belly dancing to holistic health. Approximately 9,000 people take Community classes each year. Since 1970, each issue of the Community catalog has introduced people to a world of classes, seminars, events, services and articles unique to Kansas City. There is not another metropolitan area with an all-volunteer program in the entire country that offers our range of classes at our nominal price.

CONDUCT STANDARDS FOR STUDENTS

Section 200.010 UM Collected Rules and Regulations, Office of the Vice Chancellor for Student Affairs & Enrollment Management, 816-235-1141. Conduct for which students are subject to sanctions falls into the following categories:

1. Academic dishonesty, such as cheating, plagiarism or sabotage. The Board of Curators recognizes that academic honesty is essential for the intellectual life of the University. Faculty members have a special obligation to expect high standards of academic honesty in all student work. Students have a special obligation to adhere to such standards. In all cases of academic dishonesty, the instructor shall make an academic judgment about the student's grade on that work and in that course. The instructor shall report the alleged academic dishonesty to the Primary Administrative Officer.

a. The term cheating includes, but is not limited to:

(i) use of any unauthorized assistance in taking quizzes, tests or examinations;
(ii) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems or carrying out other assignments;

(iii) acquisition or possession without permission of tests or other academic material belonging to a member of the University faculty or staff; or

(iv) knowingly providing any unauthorized assistance to another student on quizzes, tests or examinations.

b. The term plagiarism includes, but is not limited to:

(v) use by paraphrase or direct quotation of the published or unpublished work of another person without fully and properly crediting the author with footnotes, citations or bibliographical reference; (vi) unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials; or (vii) unacknowledged use of original work/material that has been produced through collaboration with others without release in writing from collaborators.

c. The term sabotage includes, but is not limited to, the unauthorized interference with, modification of, or destruction of the work or intellectual property of another member of the University community.

2. Forgery, alteration, or misuse of University documents, records or identification, or knowingly furnishing false information to the University.

3. Obstruction or disruption of teaching, research, administration, conduct proceedings or other University activities, including its public service functions on- or off-campus.
4. Physical abuse or other conduct which threatens or endangers the health or safety of any person.
5. Attempted or actual theft of, damage to, or possession without permission of property of the University or of a member of the University community or of a campus visitor.
6. Unauthorized possession, duplication or use of keys to any University facilities or unauthorized entry to or use of University facilities.
7. Violation of University policies, rules or regulations or of campus regulations including, but not limited to, those governing residence in University-provided housing, or the use of University facilities, or the time, place and manner of public expression.
8. Manufacture, use, possession, sale or distribution of alcoholic beverages or any controlled substance without proper prescription or required license or as expressly permitted by law or University regulations, including operating a vehicle on University property, or on streets or roadways adjacent to and abutting a campus, under the influence of alcohol or a controlled substance as prohibited by law of the state of Missouri.
9. Disruptive or disorderly conduct or lewd, indecent, or obscene conduct or expression.
10. Failure to comply with directions of University officials acting in the performance of their duties. 154 155
11. The illegal or unauthorized possession or use of firearms, explosives, other weapons, or hazardous chemicals.
12. Misuse in accordance with University policy of computing resources including, but not limited to:
 - a. Actual or attempted theft or other abuse.
 - b. Unauthorized entry into a file to use, read, or change the contents, or for any other purpose.
 - c. Unauthorized transfer of a file.
 - d. Unauthorized use of another individual's identification and password.
 - e. Use of computing facilities to interfere with the work of another student, faculty member, or University official.
 - f. Use of computing facilities to interfere with normal operation of the University computing system.
 - g. Knowingly causing a computer virus to become installed in a computer system or file.

For a complete copy of the University of Missouri "Student Conduct Code and Rules of Procedure in Student Disciplinary Matters," please see the current UMKC General Catalog or access the University Web site.

COUNSELING, HEALTH AND TESTING CENTER

4825 Troost Building *Counseling and Testing*, room 206 **816-235-1635**

Student Health and Wellness, room 115 **816-235-6133**

MindBody Connection, Room 161 University Center **816-235-5169**

www.umkc.edu/chtc E-mail: chtc@umkc.edu or studenthealth@umkc.edu

The CHTC combines the services of student health care, psychological counseling and testing to provide for the mental, physical and organizational wellbeing of the students, staff, faculty and the University organization itself in a culturally sensitive environment. The personal and academic pursuits of students are supported through testing services. Preventative and programmatic activities support the development and maintenance of a healthy, confident community of learners on the University campus.

- ***The Mind-Body Connection***, provides students with educational and supportive services that enhance their skills related to physical, mental and emotional health, all in support of their academic success. Furthermore, the MindBody Connection aims to provide students with the life skills necessary to flourish and thrive, both while students and throughout their lifespan development, by helping them identify and capitalize on their personal strengths, access campus and community resources, all in the pursuit of overall well-being.
- ***The Counseling Service***, offers professional individual, couples, crisis, and group psychological counseling to all students. The staff consists of licensed psychologists, doctoral psychology interns, and supervised counselors in advanced training. They offer confidential assistance with a wide range of emotional, relationship, social, and academic matters. These matters may be of a short-term or long-standing nature. Examples include interpersonal conflict, stress management, anxiety, depression, substance abuse, lack of motivation, relationship issues, and response to crisis or loss in your life. Presentations, workshops, training, self-help materials and assessment services are also available to you or your organization.
- The *Assess for Success* program helps students with academic performance by providing a cost-effective assessment service targeted to individual needs. The program is designed for individuals who may be experiencing difficulty due to study skills, unique learning styles, test anxiety, learning disabilities, or attention and focus issues. With a wide range of assessment tools (determined on a case-by-case basis), our goal is to provide an assessment process that is individualized and contributes to positive classroom outcomes. The objective is to help each individual maximize their learning potential through scholastic achievement.

- ***The Testing Service***, 816-235-1635 or 816-235-5820, delivers a wide variety of national tests for admission, licensure and certification, including ACT, GRE, LSAT, GMAT, MCAT and PRAXIS. The testing service offers computer-based testing for ETS tests (GRE, GMAT, TOEFL, etc.). Computer testing is available weekly through Saturdays (by appointment). Appointments can be made by phone. The testing service supports counseling services with a comprehensive offering of psychological, learning, career and study skills tests.
- ***The Student Health and Wellness Service***, 816-235-6133 (for more information please see the section on Health and Wellness Service)
- ***The Student Health Pharmacy***, 816-235-6103 (for more information please see the section on Health and Wellness Service)

DEBATE PROGRAM

816-235-1695

This organization sponsors intercollegiate debate on the UMKC campus and provides opportunities for competitive national travel and community activities. A member of the Cross Examination Debate Association and a subscriber to the National Debate Tournament, UMKC was the first school in history to win both the CEDA and NDT National Points Championships in the same year.

DECORATIONS AND CLEAN-UP OF UNIVERSITY FACILITIES

Immediately following a campus event, all debris must be removed from buildings and grounds by the sponsoring organization. In cases where the University must provide extra cleaning, the cost of the work will be paid by the organization. Any damage to a building or loss of University-owned material or equipment resulting from the use of a building will also be charged to the responsible organization.

DINING SERVICES AND VENDING

816-235-1417

Catering

816-235-1076

Ground-32, University Center, Website: www.umkc.edu/foodservice

To inquire about Declining Balance Meal Plan purchases for commuting students and faculty/staff, please call 816-235-1411 or visit Room 144 in the University Center. To inquire about faculty/staff or commuting student meal plans, please call or visit the Main Dining Services office.

A complete food service operation, featuring both all-you-care-to-eat buffet style dining and retail dining, is located in the University Center. Hours of operation for the various locations are posted on the doors of the University Center and on the Dining Services website. Dining Services also provides retail operations in the Royall Hall lobby, in Miller Nichols Library and on the Hospital Hill campus on the first floor of the Health Sciences Building. Students living in the Cherry Street and Oak Street residence halls are required to have a meal plan and should make their meal plan selection through Residential Life. Commuting students, faculty and staff may purchase a Declining Balance Meal Plan, which is a debit account accessible through their

student/staff ID and against which food purchases may be charged. Call 816-235-1411 or stop by Room 144 in University Center for details. Commuting students, faculty and staff who wish to purchase meal plans which can be used in the all-you-care-to-eat Cafeteria only should call or visit the Main Dining Services office. Catering for meetings and other special events can be arranged through the Dining Services Catering Department. Refreshments, breakfasts, luncheons, dinners, receptions and picnics can be served in meeting rooms at the University Center or delivered to other locations on and off campus. In addition to cafeteria, retail and catering services, automated vending services are available in various convenient locations across campus.

SERVICES FOR STUDENTS WITH DISABILITIES **816-235-5696**
Upper Level, Room 131 University Center
www.umkc.edu/disability E-mail: disability@umkc.edu

The Office of Services for Students with Disabilities assists with providing academic accommodations on a campus-wide basis. Students who have disability related questions or concerns, or who are requesting services from UMKC, should contact the office as soon as possible.

DISTRIBUTION OF LITERATURE ON CAMPUS

Recognized student organizations may distribute literature on campus with prior authorization from the Student Life Office. Please note that it is against University policy to place literature on automobile windows parked in designated University parking areas. Visit the Student Life Office on the ground floor of the University Center for more information or call 816-235-1407.

DRUG AND ALCOHOL PREVENTION PROGRAM

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, the University of Missouri is required to establish a drug-and-alcohol-prevention program for its students and employees. The University of Missouri program is described below.

Standards of Conduct University of Missouri regulations prohibit the unlawful possession, use, distribution and sale of alcohol and illicit drugs by University students and employees on University-owned or -controlled property and at University-sponsored or -supervised activities.

Legal Sanctions Local, state and federal laws also prohibit the unlawful possession, use, distribution and sale of alcohol and illicit drugs. Criminal penalties for violation of such laws range from fines up to \$20,000 to imprisonment for terms up to life.

Health Risks Specific serious health risks are associated with the use of illicit drugs and alcohol. Some of the major risks are listed below.

Alcohol and other depressants (barbiturates, sedatives and tranquilizers)
Addiction, accidents as a result of impaired ability and judgment, overdose when used with other depressants, damage to a developing fetus, heart and liver damage.

Marijuana Addiction; panic reaction; impaired short-term memory; increased risk of lung cancer and emphysema, particularly in cigarette smokers; impairment of driving ability.

Cocaine Addiction, heart attack, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed or uppers.

Hallucinogens (acid, LSD, PCP, MDMA, etc.) Unpredictable behavior, emotional instability, violent behavior, organic brain damage in heavy users, convulsions and coma.

Narcotics (heroin, Demerol, Morphine, Codeine, etc.) Addiction, accidental overdose, risk of hepatitis and AIDS from contaminated needles.

Inhalants (gas, aerosols, glue, nitrites, etc.) Loss of consciousness, suffocation, damage to the brain and central nervous system, sudden death, nausea and vomiting, nosebleeds and impaired judgment.

Prevention Programming Annual strategic plans for prevention include outreach to students through educational materials, presentations at campus fairs and in classrooms and for departments, social norming campaigns, motivational approaches in individual and group settings and inclusion of research-based effective interventions. Students referred for campus violations participate in two or more consultation sessions at the Counseling, Health, and Testing Center.

Resources A variety of resources exist for drug and alcohol counseling, treatment and rehabilitation programs. For detailed information concerning these resources available from the University and community agencies, students can contact the University Counseling, Health and Testing Center at 816-235-1635, and employees can contact the Department of Human Resources at 816-235-1621. Such referrals will be confidential.

University Discipline Violation of these University of Missouri regulations can result in disciplinary action up to and including expulsion for students and discharge for employees.

E-MAIL - STUDENT POLICY

UMKC provides e-mail for use to its students and encourages the appropriate use of e-mail by students to further their educational goals. As a condition of access, all use of UMKC resources must accord with all laws, University policy, University contract, and any policies specific to a resource utilized. Each student, upon being admitted, is issued a UMKC e-mail account with an address on the umkc.edu domain. This is the account used for University business and official University communications to students via e-mail. Students are expected to regularly check their UMKC account for University communications and are responsible for communications sent to this account. Students may use their UMKC e-mail account at their discretion for personal use as long as the usage is in compliance with the University's Acceptable Use Policy. Forwarding e-mail to a personal account is at the student's discretion. Students must keep in mind that UMKC e-mail may be more secure than another e-mail system and for security purposes; the University will only identify a student's UMKC e-mail account when communicating information to

a student. If a student withdraws completely from all coursework, their e-mail account will be disabled, providing that the student is not registered for a future term. Student e-mail accounts are routinely disabled 30 days after the last day of the term in which the student was registered if the student is not registered for the current or any future term. Prior to a student e-mail account being disabled, an e-mail will be sent to the account informing the student that the account is to be disabled. Students who desire to have their account access extended due to extenuating circumstances (study abroad, medical leave, etc.) may request an extension by replying to the e-mail. Exceptions to e-mail account discontinuation is granted on a case-by-case basis.

ELIGIBILITY REQUIREMENTS

Students in good standing can participate in any co-curricular activity offered by the University. For purposes of co-curricular participation, “good standing” is defined as credit enrollment in the University. Individual student organizations (e.g., Student Government Association) or any state, regional or national organization to which a student organization belongs (e.g., a national social fraternity) may impose special eligibility requirements that would be binding on student participants and organizations.* ***Undergraduates:*** For officers of social groups and special-interest groups, the only requirement is that they are currently enrolled for credit at UMKC and maintain at least a 2.0 grade-point average. ***Student-government officers and representatives*** must accumulate 12 hours of credit at UMKC before filing for office, must be currently enrolled for credit at UMKC, and must maintain at least a 2.0 grade-point average before filing and during their terms of office. ***Graduate and professional students:*** For officers of social and special-interest groups, the only requirement is enrollment for credit at UMKC in good academic standing, both before filing for office and during terms of office. *Must be in accord with equal-opportunity guidelines and must be non-discriminatory with respect to race, creed, color, sex, sexual orientation, age, national origin and disability or Vietnam-veteran status unless specifically exempted by law.

ENROLLMENT VERIFICATION

See “Registration and Records”

FACILITIES USE

Written permits for the temporary use of University grounds, buildings or rooms for any purpose other than regularly scheduled classroom work must be secured in advance from the vice chancellor for administrative affairs, in accordance with the rules set forth by the chancellor. For specific regulations and reservations contact the Student Life Office, 816- 235-1407, located in the University Center.

FINANCIAL AID AND SCHOLARSHIPS OFFICE

101 Administrative Center, www.sfa.umkc.edu

816-235-1154

The Financial Aid and Scholarships Office (FASO) have many options available to assist students. Scholarships, grants, loans and work opportunities are available to qualified students. Most programs require completion of the Free Application for Federal Student Aid (FAFSA). It is important that students interested in financial aid apply as soon as possible, preferably by March 1 of the preceding academic year. FASO administers all UMKC-sponsored scholarship programs and coordinates the delivery of most academic unit scholarships. The office also functions as a resource center for many outside local, national and international scholarship opportunities. In addition, low-cost, short-term and emergency loans are available through FASO. For more information on any of these programs, students should contact the Financial Aid and Scholarships Office between 8 a.m. and 5 p.m. Monday, Thursday and Friday or between 8 a.m. and 6 p.m. Tuesday and Wednesday.

GEOSCIENCES MUSEUM

816-235-1334

271 Flarsheim Hall

The Geosciences Museum, founded by UMKC in 1971, contains about 2,400 rocks, mineral and fossil specimens from all over the world. Anyone can visit free during regular museum hours, but groups are encouraged to make appointments. Guided tours are available for groups. For more information, contact the Department of Geosciences at 816-235-1334. Museum hours are 8:30 a.m. to 4:30 p.m. Monday through Friday.

GETTING INVOLVED AT UMKC

A complete and up-to-date list of the organizations, their officers and purposes can be obtained from the Student Life Office, G-6 University Center. Joining can be as simple as dropping into a meeting or calling the president of an organization. Membership in some social fraternities, sororities or honoraries is by invitation only. Advising is available to student organizations, their officers and prospective members by the staff in the Student Life Office. Training in leadership development, programming and budget management is also provided. For more information, call 816-235-1407 or visit www.umkc.edu/stulife.

GREEK LIFE

816-235-1407

Fraternities and sororities offer students a chance to be successful in academics and social affairs, to develop leadership skills, and to get involved in campus activities. Interested students can call the Office of Student Life. For more information, visit www.umkc.edu/stulife/greeklife.

GRIEVANCES

It is the policy of the University of Missouri to provide equal opportunity for all enrolled students and applicants for admission to the University on the basis of merit without discrimination on the basis of their race, color, religion, sex, sexual orientation, national origin, age, disability or Vietnam-era veteran status. Sexual harassment shall be considered a form of discrimination. To ensure

compliance with this policy, all University of Missouri prospective or enrolled students will have available to them this student-discrimination grievance procedure for resolving complaints and/or grievances regarding alleged discrimination. This grievance procedure neither supersedes nor takes precedence over established University procedures of due process for any and all matters related to academic dishonesty, grade appeals, traffic appeals, disciplinary appeals or other specific campus procedures that are authorized by the Board of Curators and that deal with faculty and staff responsibilities. These proceedings may be terminated at any time by the mutual agreement of the parties involved. **NOTE:** *A grievance concerning specific incidents filed under this discrimination grievance procedure will not be processed on behalf of any student who elects to use another University grievance procedure. In addition, the filing of a grievance under these procedures precludes the subsequent use of other University grievance or appeals procedures for the same incident.*

Definitions of Grievances A complaint is an informal claim of discriminatory treatment. A complaint may, but need not, constitute a grievance. Complaints are processed through informal procedures. A grievance is the written allegation of discrimination that is related to:

- Recruitment and admission to UMKC
- Admission to, and treatment while enrolled in, an educational program
- Employment as a student employee on campus
- Other matters of significance relating to campus living or student life, including, but not limited to, assignment of roommates in residence halls, actions of fraternities and sororities, memberships in or admission to clubs or organizations, student health services and financial-aid awards

A student with an informal complaint will be provided a copy of the appropriate policy and procedure on student complaints and grievances, and the Vice Chancellor for student affairs or his/her designee and the Office of Equal Opportunity/Affirmative Action will be available to help the student understand the opportunities afforded through such policies and procedures. The Vice Chancellor for Student Affairs is located in room 336 of the Administrative Center. The Equal Opportunity/Affirmative Action office is located in room 223, on the second floor of the Administrative Center.

HAZING

Hazing is strictly prohibited in the State of Missouri and by the University. Hazing is defined as any willful act, occurring on or off the campus of an educational institution, directed against a student or a prospective member of an organization operating under the sanction of an educational institution, that recklessly endangers the mental or physical health or safety of a student or prospective member for the purpose of initiation or admission into or continued membership in any such organization. Acts of hazing include, but are not limited to:

- Any activity that recklessly endangers the physical health or safety of the student or prospective member, including but not limited to physical brutality, whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug or other substance.
- Any activity that endangers the mental health of the student or prospective member, including but not limited to sleep deprivation, physical confinement, or other extreme stress inducing activity
- Any activity that requires the student or prospective member to perform a duty or task which involves a violation of the criminal laws of this state or any political subdivision in this state.

Hazing is a class C Felony.

HEALTH INSURANCE

816-235-2222

A student accident and sickness insurance plan is available for UMKC students, their spouses and children through the Chickering Group. Information on the plan can be seen online at www.chickering.com. Brochures can be picked up at the Cashier's Office, the Information Desk, the Student Life Office and the Student Health and Wellness office. Some academic advising offices also have brochures and enrollment forms available. International students should contact the International Student Affairs Office at 816-235-1113 for assistance. Insurance related questions can be directed to the UMKC HelpLine at 816-235-2222 or via email at helpline@umkc.edu.

HELPLINE

816-235-2222

The UMKC HelpLine is a professional, neutral, confidential and available resource for information and problem solving for our campus community. The HelpLine is located in the Administrative Center and is a function of the Division of Student Affairs. The HelpLine staff is committed to helping students, faculty and staff with campus policies and procedures, problem solving, getting answers and improving services.

HONORS PROGRAM

816-235-2820

www.umkc.edu/honors - Director, Gayle Levy

The UMKC Honors Program seeks to attract exceptionally motivated and academically talented undergraduates to study in an environment that encourages excellence. Traditional and nontraditional undergraduates, from every school and college at the University, will develop their academic and leadership skills within the context of a broad, interdisciplinary education, which will ultimately prepare them for graduate studies and professional careers. The UMKC Honors Program is designed to enrich the college experience of the most outstanding students through the integration of traditional and novel approaches to learning from the behavioral and social sciences, the humanities, the hard sciences and other divisions of the University. In Honors, students enjoy small classes taught by some of the best professors, guaranteeing a stimulating intellectual challenge.

HOUSING, OFF-CAMPUS**816-235-UMKC**

120 Administrative Center (Welcome Center)

A housing service provides free information to UMKC students on available off-campus housing in the Kansas City area. The service is provided by the Welcome Center, located in the Office of Admissions. If you need help finding off-campus housing, consider using SHARP, the Student Housing Assistance and Referral Program. Located in and maintained by the Welcome Center, this computerized program can put you in touch with local property owners and managers. The best thing about SHARP database is that it provides you with specific information, so you can tailor your search to fit your needs. Visit the Web site at www.umkcsharp.com for additional information.

IDENTIFICATION CARDS**816-235-5555**

Campus Information Center, University Center Upper Level

The UMKC student photo-ID card should be carried at all times for use at UMKC libraries, check-cashing locations, Cashier's Office, Career Services Office, Swinney Recreation Center and many campus activities. Only one card is issued per student. There is a replacement fee if the card is lost, damaged or stolen.

IMMUNIZATION REQUIRMENTS

In order to adequately protect its students at risk for communicable diseases, the University of Missouri-Kansas City requires a variety of immunizations for students identified as high risk (i.e., residence hall students, international students, and students enrolled in the schools of medicine, dentistry, pharmacy and nursing). These students will be notified by the appropriate campus office of specific immunization requirements.

UMKC strongly encourages all of its students to review and update their immunization records, particularly in regard to measles and meningitis. The American College Health Association (ACHA) recommends that all college students born after 1956 should receive two doses of measles vaccine and that all residence hall students should be immunized against meningitis. A new Missouri law requires that all residence hall students receive information about the meningitis vaccine and sign a form stating the student has been informed and/or immunized against meningitis. Further information about ACHA recommended vaccines are available on the Student Health and Wellness website at www.umkc.edu/chtc/health. Most of the vaccines are available at Student Health and Wellness.

All UMKC students are encouraged to file health care provider-signed documentation of immunization with the Registrar's Office. In the case of a measles outbreak, students who do not have documentation on file may be asked to leave campus.

Exemptions from immunizations are permitted for health and/or religious reasons. Students who exempt themselves from immunization for either of the

above reasons must sign a University of Missouri exemption form (parents must sign for students under age 18). For medical exemptions, the exemption form must be completed by a physician. The exemption form should be presented in lieu of actual immunization records to the office making the request. These records will be kept in the appropriate office with actual immunization records. For their own protection, students who have an exemption may be required to leave campus in case of an outbreak. For further information or questions, contact the Office of the Vice Chancellor for Student Affairs at 816-235-1141.

INTERCOLLEGIATE ATHLETICS

816-235-1036

201 Swinney Recreation Center

Phone: (816) 235-1036

www.umkckangaroos.com

UMKC is an NCAA Division I institution that competes in The Summit League (formerly the Mid-Continent Conference). The Kangaroos sponsor 16 intercollegiate sports, which includes men's and women's basketball, men's and women's soccer, men's and women's tennis, men's and women's track and field, men's and women's cross country, men's and women's golf, softball and volleyball. The department also sponsors a cheer and dance squad that cheers on the Kangaroos at home basketball and volleyball contests. The UMKC men's basketball team plays its home games at the historic Municipal Auditorium in downtown Kansas City. Women's basketball and volleyball play at the Swinney Recreation Center. Students receive FREE ADMISSION into all UMKC Athletics events. Students can also ride a free shuttle from campus to the downtown arena for all home men's basketball games. To check out the latest happenings on the Kangaroos, visit www.umkckangaroos.com.

INTERNATIONAL STUDENT AFFAIRS OFFICE

816-235-1113

International students and scholars holding non-immigrant visas are welcome and encouraged to use the services of UMKC's International Student Affairs Office (ISAO). ISAO exists to support international students and scholars during their stay on campus and offers a wide variety of support services. Our full-time advisors are ready to assist with the following:

- Admission of international students on visas
- Evaluation of international credentials for all university applicants
- Issuance of forms I-20, DS2019 in SEVIS
- Maintaining F-1 and J-1 student status
- Full-time enrollment compliance
- Endorsement for travel
- Certificate of enrollment & invitation to bring relatives
- Extension of stay to complete program of study
- School transfers in and out
- Employment on campus
- Practical Trainings (CPT & OPT) off campus
- Economic Hardship application

- Reinstatement to status
- Change of visa status
- New student orientation and check-in upon arrival
- Housing and airport pickup arrangement assistance
- Recruitment (to local community colleges and abroad)
- International scholarships
- International student health insurance (orientation to U.S. health insurance system, assistance in negotiating with providers and catastrophic circumstances)
- Advocacy and mediation between students and departments.
- Nonresident alien income tax program (official VITA site)
- Cultural programming and events
- Assist Exchange Visitors (J Scholar Program) for UMKC departments and community partner institutions

The International Student Affairs Office should be notified within 10 days of:

- Change of address, student ID number, name, etc.
- Change in visa status

UMKC is authorized under federal law to enroll nonimmigrant students.

INTRAMURALS AND CAMPUS RECREATION 816-235-2712

The Swinney Recreation Center (SRC) offers individual, dual and team recreational and intramural activities, open to all UMKC students. These sports include, but are not limited to, volleyball, softball, basketball, football, ultimate Frisbee, soccer and racquetball. Intramural sports offers men's, women's and co-ed league play. Recreational activities include land and water aerobics, swimming, scuba diving, and various sport clubs. The SRC office is open 8 a.m. to 5:30 p.m. weekdays. (See also Swinney Recreation Center under Services and Resources.)

KANSAS CITY REPERTORY THEATRE 816-235-2700

Kansas City Repertory Theatre (formerly Missouri Repertory Theatre) is the professional theatre in residence at UMKC and is one of the nation's leading resident professional theatres. The Rep values its close 43-year partnership with the University, its theatre training programs, and its role in preparing talent for the future of American Theatre. Kansas City Rep produces up to seven main stage plays each season, employs more than 250 professional artists, technicians and administrators, and serves approximately 100,000 patrons annually.

LESBIAN, GAY, BISEXUAL, TRANSGENDER (LGBT) PROGRAMS AND SERVICES 816-235-1639

The mission of LGBT Programs and Services is to promote visibility of the lesbian, gay, bisexual and transgender community at UMKC, to celebrate and honor the history, culture and achievement of LGBT people, to provide a voice for the LGBT community at UMKC, and to actively promote an inclusive campus culture as an integral part of the University. LGBT Office programs and resources include:

Safe Space Training Through this established training program, UMKC enables participants to live the core values of diversity, inclusiveness and respect. The program offers a solid curriculum where a qualified trainer will visit to discuss awareness about LGBT issues.

LGBT History Month October is filled with programming and is aimed at raising awareness of the contributions of LGBT people. One of the most essential things the Initiative has to offer is our extensive supply of Resources, specially targeted for LGBT individuals and their allies. Whether you need reading material for a research project, a web-site address for a local community organization, a phone number for a national LGBT advocacy group, or just want to join a group with other like-minded students, this is the place to be. Stop by, call or visit www.umkc.edu/lgbt.

LIBRARY SERVICES

www.library.umkc.edu

The University of Missouri-Kansas City Libraries provide research facilities, resources, and services in support of academic programs of the University of Missouri-Kansas City. The UMKC Libraries are in four locations.

Leon E. Bloch Law Library

School of Law, 52nd and Oak

816-235-1650

<http://www1.law.umkc.edu/Library/>

The Miller Nichols Library (MNL), Health Sciences Library (HSL), and Dental Library are administered as the **University Libraries** and share resources including acquisitions, cataloging, and computer support. The University Libraries are supported by the Friends of the Library, a membership organization dedicated to providing needed community support to strengthen the collections and services of the University Libraries.

Miller Nichols Library

816-235-1534

<http://library.umkc.edu/mnl/index.html>

Music/Media Library

Miller Nichols Library, ground floor

816-235-1679

Dental Library School of Dentistry

816-235-2030

<http://library.umkc.edu/Dental/index.html>

Health Sciences Library

School of Medicine, 2411 Holmes Road, 2nd floor,

816-235-1880

<http://www.umkc.edu/lib/HSL/index.html>

Other Libraries

The Linda Hall Library of Science, Engineering and Technology, one of the largest science and technology libraries in the United States, is open to all UMKC students. Although it is located in the heart of the UMKC campus, the Linda Hall Library is a separate, private research institution. UMKC students who want to check out materials from the Linda Hall Library may obtain a Courtesy Card from the Access Services Desk at the Miller Nichols Library. For information about the Linda Hall Library, call 816- 363-4600 or visit www.lindahall.org.

LOST AND FOUND

Campus Information Center, University Center **816-235-5555**
The Campus Information Center handles lost and found property for the Volker Campus. For assistance, please call or visit the center.

MULTICULTURAL STUDENT AFFAIRS

University Center - Room 160 **816-235-1109**
African American Culture House, 5245 Rockhill Road **816-235-5641**
www.umkc.edu/msa, E-mail: msa@umkc.edu

Multicultural Student Affairs provides support programs and services for students of color to enhance their college experience at UMKC. The aim is to assist minority students to achieve their educational goals and have a rewarding college experience at UMKC.

The office serves minority students at UMKC by maintaining an open door policy, advising minority student organizations, assisting students to utilize the resources available at UMKC, and supporting the growth and development of minority students through educational, social and cultural programming.

Multicultural Student Affairs also co-advises minority student organizations at UMKC including the African American Student Union (TAASU), the Association of Latin American Students (ALAS), the United Students of Asia (USA), the Hispanic Law School Association (HLSA), the National Pan Hellenic Council (NPHC), Spirit of Praise Gospel Choir (SPGC), The African Student Cultural Organization (ASCO) and the Black Law Student Association (BLSA).

The Office of Multicultural Student Affairs also directs the activities of the African American History and Culture House, 816-235-5641, located at 5245 Rockhill Road. The purpose of the AAHCH is to increase and enrich the general understanding of African American history and culture. The AAHCH also serves as a place for students to study, participate in student organization activities and events, and meet other students. The AAHCH has study and meeting areas, an Art Gallery and a TV lounge, and also provides meeting space for meetings and events held by student and community groups.

MISSOURI LONDON PROGRAM

816-235-5790

The Missouri London Program offers students the opportunity to take courses accepted by UMKC in a central London, England location. Full-semester and

some summer-session programs are available. Coursework in London is supplemented by excursions to historical sites throughout Great Britain (such as Stonehenge, Stratford-upon-Avon and Oxford).

MIZZOU CREDIT UNION

1-800-451-1477

WWW.MIZZOUUCU.COM

Membership in Mizzou Credit Union is open to all UMKC staff, faculty, retirees, students, alumni, family members and those employed by businesses hired by or associated with UMKC. A membership application is available online at www.mizzoucu.com. Convenient shared branches all over Kansas City and nationwide for walk-in teller transactions, and worldwide ATM service. Let your fingers do your banking with FREE Internet banking, called MCU@Home, available 24/7online at www.mizzoucu.com. Mizzou C.U. is a full service financial institution offering high rates on deposits; low rates on loans and fees lower than banks.

NEW LETTERS

816-235-1168

New Letters is an international literary magazine of fine prose, poetry, essays, interviews, translations, reviews, and art. Volunteers assist the *New Letters* staff with clerical and editorial work. *New Letters* also produces the nationally syndicated radio program “New Letters on the Air,” heard on NPR stations coast to coast. *New Letters* coordinates two creative writing workshops, The Mark Twain Creative Writing Workshop and the *New Letters* Weekend Writers Conference, both held annually in June. Student internships are available for credit on a competitive basis for *New Letters* operations. Both the intern and work study program is designed to assist the graduate and undergraduate students in all venues of writing, editing, and publishing.

OFFICE OF DIVERSITY AND EQUITY

816-235-1323

359 Administrative Center, www.umkc.edu/chancellor/ode

The Division of Diversity, Access and Equity, reporting to Office of the Chancellor, combines the efforts of the former Diversity In Action and Equal Opportunity/Affirmative Action offices. This merger brought together two major functions which are interdependent and essential to the University reaching its full potential.

Mission: Our mission is to foster an environment where diversity and equity are welcomed, supported and promoted which will empower and enable each member of the campus community to achieve their full potential.

Hours are 8 a.m. to 5 p.m. weekdays.

OPEN CAMPUS STATEMENT

The “open campus” has long been a traditional policy at UMKC. During formal sessions or in informal settings, the entire academic community, students, faculty and staff, have the right to hear and express varying viewpoints. These

discussions often center on such areas as educational, research or service functions and objectives of the University. In addition, the freedom to demonstrate in an orderly fashion as a means of presenting views is recognized by the University. However, UMKC does not condone demonstrations that interfere with the freedom of decision and action of other students or that prevents the free movement of students to or from classes, lectures, seminars or employment interviews. When such demonstrations occur, the institution and academic community must take action, even if such action protects the rights of just one student. Freedom of expression is one of the hallmarks of a democratic society. While orderly demonstrations are not to be interpreted as infractions of University rules, disorderly demonstrations that disrupt the normal life on campus are considered violations. In these cases, individuals who are responsible will be dealt with through the established disciplinary procedures and policies.

ORIENTATION

816-235-1111

Orientation programs at UMKC are designed to help new freshmen and transfer students make the transition from one academic environment to the next. These programs address the academic, social and emotional development of the students. Students attending orientation also receive academic advising and register for classes. To enhance students' success in transition, faculty and professional staff advisers provide student-to-student interaction during advising and registration. Student orientation leaders are trained UMKC students who work with new students. Whether you are a first-time college student or a transfer student from a two-or four-year college, orientation at UMKC is designed to meet your needs. For more information about orientation or on becoming an orientation leader, call the Office of Admissions at 816-235-1111.

PARKING

816-235-5256

Students with motor vehicles need the minimum amount of liability insurance required by state law. There is no free parking at UMKC, day or night. Students must park and pay at the meters or purchase a parking permit. Metered areas are located throughout the campus and the current rate for metered parking is 75 cents per hour. Anytime a vehicle is parked in a metered space the meter **MUST** be paid, even if a University parking permit has been purchased and is displayed on the vehicle.

Permits are available on a single semester basis, or multi-semester basis. Permits may be purchased at the Parking Operations Office or through the Parking Operations web site <http://www.umkc.edu/adminfinance/parking/>. Permit charges will be added to your student fees. Individuals who require disability parking should contact the Parking Operations Office at 816-235-5256 for information. The Parking Operations Office is located in Room 221 of the Administrative Center. Office hours are 8 a.m. – 1 p.m. and 2 p.m. to 5 p.m., Monday through Friday.

PHOTOCOPYING SERVICES

Royal Hall, room 102

816-235-5299

Monday – Friday

8 a.m. - 5 p.m.

www.umkc.edu/rooprints

E-mail: royallhallcopycenter@umkc.edu

Law School

816-235-5272

Law Library Copy Center, Rm. 1-118 1st Floor,

E-mail: lawlibrarycopycenter@umkc.edu

Monday- Friday

8 a.m. – 5 p.m.

Hospital Hill

816-235-5271

426 Dental School

Students, faculty and staff should come to either Royall Hall or Law library locations for Quick Copy Services — it's convenient to the campus and a staff person is there to assist you. Self-service, stand-alone copiers are located in the Bloch School (first floor), the University Center (first floor), the Royall Hall student lounge, Grant Hall (first floor) and the School of Education (vending area). Other Roo Prints copy centers are located in the School of Dentistry, Room 426. (Copy services for print, online and microform materials also are available at the Miller Nichols, Dental, and Health Sciences libraries). Your source for five-cent black & white copies, forty- cent color copies and fax service. All Roo Prints Copy Centers are available for jobs to be sent through the UMKC network or via email.

POLICE DEPARTMENT

Non-Emergency

816-235-1515

Emergency

911

4825 Troost Building, room 213, <http://www.umkc.edu/adminfinance/police/>

The UMKC Police Department strives to make UMKC a safe and desirable place to live and study. Officers will be glad to assist anyone in any manner when their services are needed. The department is open 24 hours, seven days a week and encourages the reporting of all accidents, thefts, vandalism or other offenses as soon as possible. Direct-line telephones are available for emergency use in campus elevators and at outdoor locations designated by special blue lights. Please report any suspicious activity to the police. "Crime alerts," current-year on-campus crime statistics, and information on how to obtain crime prevention programs and materials is available online at <http://www.umkc.edu/adminfinance/police/>. The UMKC Campus Safety report is available online at <http://www.umkc.edu/adminfinance/police/csr.asp>. Individuals wishing to report activity anonymously or who wish to provide information concerning a specific crime is encouraged to call the TIPS HOT LINE at 816-474-TIPS (8477). Your UMKC Police Department has an active Crime Prevention Section, which provides a number of services. These include security surveys of buildings, contemporary topics for personal safety, property safety, drug abuse, Rape & Aggression Defense training, and other workshops

or training sessions. The crime prevention specialist is available for consulting and is capable of conducting training workshops to fit your needs. Police Officer Michele Taylor and Sergeant Joe Rucinski are certified crime prevention specialists and you may contact either at 816-235-1515.

REGISTRATION AND RECORDS **816-235-1125** or **816-235-1122**

115 Administrative Center, www.umkc.edu/registrar

E-mail: registrar@umkc.edu

Services provided by the Registration and Records Office include in-person and web based registration; degree processing; transfer credit evaluation; maintenance of official student records; transcripts; grade reports; and classroom scheduling.

RELAY MISSOURI

Individuals with speech or hearing impairments may contact the University by using Relay Missouri at 800-735-2966 (TT) or 800-735-2466 (voice).

RESIDENCE HALLS **816-235-8840**

Residential Life Business Office, 5030 Cherry Street
umkchousing@umkc.edu, <http://www.umkc.edu/housing/>

All of UMKC's residential facilities are conveniently located on the west side of campus, near the University Center (and cafeteria), Swinney Recreation Center, and within easy walking distance to all other Volker campus buildings. Nearby are the Country Club Plaza and museums, and other local attractions. Downtown Kansas City, Mo., is approximately 10 minutes away by automobile (or bus). Residential Life at UMKC is excited to offer three different living experiences for our students. Students can choose to live in a traditional residence hall (Cherry), a suite style residence hall (Oak Hall) and new in 2008 are the Oak Place Apartments. Each location offers programs by Residential Life geared to assist each student to achieve their goals at UMKC. Through connections with other campus services, students will have UMKC resources at their fingertips.

RESIDENTIAL LIFE POLICIES

For a complete listing of the policies of Residential Life facilities, contact the Residence Hall office at 816-235-8840 or visit our Web site at www.umkc.edu/housing/

ROOMS AND RESERVATIONS **816-235-1416**

140 University Center

Recognized student groups, UMKC administration and UMKC departments may request room reservations in the University Center, on the University Parkway or at the University Playhouse. Outside groups must meet the significant food service requirement in order to qualify for reservation requests. The University Center includes Pierson Auditorium, a large multipurpose

ballroom, as well as conference and meeting rooms ranging in capacity from 15 to 125 participants. Pierson Auditorium holds up to 500 theater-styles, and as many as 425 banquet-styles. All catering in the University Center must be provided by UMKC Dining Services. Please note that reservations must be made at least three working days in advance through the Reservations Office, located on the upper level of the University Center, 8 a.m. to 5 p.m. Monday through Friday. For detailed information regarding reservation guidelines and facility regulations, please contact the conference assistant at 816-235-1416.

ROTC

816-235-1152

5322 Rockhill Road – armyrotc@umkc.edu - <http://cas.umkc.edu/rotc/>

Army ROTC (Reserve Officers' Training Corps) is one of the best leadership courses in the country and is part of your college curriculum. During classes and field training, you will learn first-hand what it takes to lead others, motivate groups and how to conduct missions as an Officer in the Army. Upon graduation from Army ROTC, you will earn the bar of a Second Lieutenant and become a leader for life.

RULES AND POLICIES

UMKC is an energized campus full of positive experiences: The following policies are in place to ensure the safety and well-being of our students. Students should consult the UMKC General Catalog for official information about academic policies and regulations. Policies may vary according to the different schools. Be sure to consult the section specific to the school in which you are a student. The catalog may be accessed through the UMKC Web site at www.umkc.edu/catalog (see also the Catalog entry under "Getting Started").

SALE POLICY

The sale of anything, the soliciting of subscriptions, or the collection of dues is prohibited in University buildings and on University grounds without prior authorization from the vice chancellor for administrative affairs or the chancellor. A "Permit to Sell" form can be picked up in the Student Life Office, G6 University Center or you can visit www.umkc.edu/stulife to obtain the form on line. The form must be completed along with a "Facilities Request" form at least three weeks before the event. If recognized student organizations want to hold a bake sale, all sanitation guidelines and health regulations must be followed completely.

SCHEDULE OF CLASSES

<http://www.umkc.edu/registrar/course/oraCourse.asp>

The UMKC Schedule of Classes is available online three times each year in accordance with the fall semester (August through December), the spring semester (January through May) and the summer semester (June through July).

SEXUAL HARASSMENT

330.060 UM Collected Rules and Regulations

The University of Missouri uses information, education and guidance to increase awareness of the problem of sexual harassment. UMKC's Diversity, Access and Equity office is responsible for investigating any claims of discrimination, including sexual harassment made by students, faculty and staff. This office is located at 359 Administrative Center and may be contacted at 816-235-1323.

Policy Statement - It is the policy of the University of Missouri, in accord with providing a positive, discrimination-free environment, that sexual harassment in the work place or the educational environment is unacceptable conduct. Sexual harassment is subject to discipline, up to and including separation from the institution.

Definition - Sexual harassment is defined for this policy as either:

Unwelcome sexual advances or requests for sexual favors by a University employee in a position of power or authority to a University employee or a member of the student body.

Unwelcome verbal or physical conduct of a sexual nature by a University employee or a member of the student body to a University employee or a member of the student body. This happens when: Submission to or rejection of such conduct is used explicitly or implicitly as a condition for academic or employment decisions. The purpose or effect of such conduct is to interfere unreasonably with the work or academic performance of the person being harassed. The added purpose or effect of such conduct to a reasonable person is to create an intimidating, hostile or offensive environment.

Non-retaliation - This policy also prohibits retaliation against any person who brings an accusation of discrimination or sexual harassment or who assists with the investigation or resolution of sexual harassment. Notwithstanding this provision, the University may discipline an employee or student who has been determined to have brought an accusation of sexual harassment in bad faith.

Redress Procedures - Members of the University community who believe they have been sexually harassed may seek redress, using the following options:

Pursue appropriate informal resolution procedures as defined by the individual campuses. These procedures are available from the campus equal opportunity/affirmative action officer.

Initiate a complaint within the time prescribed by the applicable grievance procedure. Additional information may be obtained at the Office of Diversity Access, and Equity's website: <http://www.umkc.edu/chancellor/ode/>. Faculty is referred to Section 370.010, "Academic Grievance Procedures;" staff to Section 380.010, "Grievance Procedure for Administrative, Service and Support Staff;" and students to Section 390.010, "Discrimination Grievance Procedure for Students." Pursuing a complaint or informal resolution procedure does not compromise one's rights to initiate a complaint or seek redress under state or federal laws.

Discipline - Upon receiving an accusation of sexual harassment against a member of the faculty, staff or student body, the university will investigate, and if the accusation is substantiated, will initiate the appropriate disciplinary

procedures. There is a five-year limitation period from the date of occurrence for filing a charge that may lead to discipline. An individual who makes an accusation of sexual harassment will be informed:

At the close of the investigation, whether or not disciplinary procedures will be initiated. And at the end of any disciplinary procedures, of the discipline imposed, if any.

SPORTS TICKETS

www.umkckangaroos.com – (816) 235-TEAM (8326)

The UMKC Ticket Office is located in the lobby of the Performing Arts Center on the UMKC campus. The Ticket Office is open 10:00 a.m. - 5:00 p.m. Monday through Friday. Weekend hours vary. To purchase single-game tickets in advance to any UMKC athletics event, call the Central Ticket Office at 816-235-TEAM (8326).

STATEMENT OF HUMAN RIGHTS

The Board of Curators and the University of Missouri-Kansas City are committed to the policy that there shall be no discrimination on the basis of race, color, creed, sex, sexual orientation, age, national origin, disability, or Vietnam-era veteran status. The Division of Diversity, Access, and Equity is responsible for all relevant programs and may be reached at (816) 235-1323 for information. Office hours are 8 a.m. to 5 p.m., Monday through Friday.

STUDENT AFFAIRS & ENROLLMENT MANAGEMENT 816-235-1141

336 Administrative Center

www.umkc.edu/stu-aff, E-mail: umkc-stuaff@umkc.edu

UMKC is concerned not only with the academic development of its students, but with their out-of-class experience as well. The co-curricular life of the University community is the administrative responsibility of the Division of Student Affairs and Enrollment Management. Assisting the Vice Chancellor are the following offices: Admissions; Registration and Records; Financial Aid and Scholarships; Multicultural Student Affairs; International Student Affairs; Student Life Office; the Counseling, Health and Testing Center and Disabilities Services; Career Services; Women's Center; Center for Academic Development; Institute for Professional Preparation; University Center; Swinney Recreation Center; and Office of Residential Life. In addition, there is a Student Affairs liaison in all academic units. The Division of Student Affairs and Enrollment Management also administers the student judicial process and houses the UMKC HelpLine.

STUDENT COMPUTER RESOURCES

816-235-2000

Single-Sign-On (SSO) Account, www.umkc.edu/is/userpassword.asp

Each student enrolled in credit courses at UMKC is assigned a Single-Sign-On (SSO) username, which provides access to UMKC e-mail, Pathway, student labs and much more. These accounts are used for official University

communications. Students are strongly encouraged to check their e-mail accounts regularly for important announcements and information. Visit the Web site above to setup your password online. You can get additional assistance at any of the IS-managed computer labs or by contacting the UMKC Call Center at 816-235-2000.

Free Anti-virus Software

www.umkc.edu/is/support/services/anti-virus/

Free downloads of the McAfee Antivirus software (for Windows and Macintosh operating systems) are available for UMKC students.

Computer Internet Bars

www.umkc.edu/is/support/services/internetbars/

Computer internet bars have been installed in several campus buildings, allowing convenient access to e-mail and other applications.

www.umkc.edu/is/cts

The primary goal of Classroom Technology Services is to enable academic excellence by developing, implementing, and maintaining environments that empower teaching and learning for the faculty and students at the University of Missouri-Kansas City. A significant emphasis is placed on classroom technology. As a result, many classrooms have been upgraded with instructional technology, including computers, network and laptop connections, video projectors, VCRs and document cameras.

KnowledgeBase@UMKC

www.umkc.edu/is

The KnowledgeBase@UMKC is a collection of more than 125,000 technical knowledgebase articles covering more than 200 software titles, including Microsoft, Apple, Adobe, Symantec, and more. Students can access the KnowledgeBase@UMKC from a link on the UMKC Information Services Web site twenty-four hours a day, seven days a week.

Online Learning

www.umkc.edu/is/its

A wide variety of online and Web-enhanced courses are available at UMKC. These courses are delivered using Blackboard, Wimba, and other instructional technologies for online learning.

Online Problem Reporting

www.umkc.edu/is/comments_or_problems.asp

Students can notify Information Services online 24/7 of problems related to UMKC computing resources, including SSO account or lab problems. Someone will address your inquiry within 24 hours during normal business hours (Monday through Friday, 8am – 5pm).

Pathway

pathway.umkc.edu

Access a variety of student services, including class registration, grades, bill payment and more via Pathway. For more information, call 816-235-2000 or send an e-mail to callcenter@umkc.edu.

Purchasing Personal Computers

www.umkc.edu/is/support/services/purchasing/hardware/home/ (requires SSO logon)

Are you looking for a new computer? UMKC students are eligible for educational discounts on personal computer purchases.

Purchasing Software

www.umkcbookstore.com

UMKC students may buy popular software programs at an educational discount, under the Microsoft Select Student Option program. Visit the University Bookstore, located in the University Center, or call 816-235-BOOK for more information.

Residence Hall Computers

www.umkc.edu/is/support/services/residencehall/

Computer labs and computer kiosks are located in the Cherry Street and Oak Street Residence Halls as well as in the Oak Place Apartments. High-speed Internet connections are provided for each resident bringing their own computer to the Cherry Street and Oak Street Residence Halls, as well as Oak Place Apartments. Students will want to review the above Web site and get their computer ready to access the UMKC network before bringing their computer to the Residence Halls.

RooTools

www.umkc.edu/is/support/services/rootools/

RooTools is a collection of software and instruction sets designed to assist UMKC students, faculty and staff in connecting to UMKC resources, communicating with each other and protecting their personal computers. The software requires Windows XP or Windows Vista.

Statistics Software

www.umkc.edu/is/support/services/software/siteLicensed/ (requires SSO logon)

The university has campus-wide licenses for several software packages including statistical programs (for data analysis) and EndNote (a bibliographical program).

Student Web Pages

web.umkc.edu

UMKC recognizes the value of publishing information to the Web and provides space for student personal Web pages. Student Web pages are created and maintained by individual students for their own use or for projects relating to University classes. For additional information on this topic, visit the Web site.

UMKC IS Call Center

www.umkc.edu/callcenter

Forgot your password? Need help setting up your Single-Sign-On (SSO) account? The UMKC Call Center serves as the frontline technical support contact for the University. Its primary purpose is to provide technical support to current students, faculty, and staff. The UMKC Call Center can be reached by phone at 816-235-2000 or by e-mail at callcenter@umkc.edu.

Wireless Computing

www.umkc.edu/is/nt/wirelessnetwork.asp

UMKC students can enjoy the convenient benefits of wireless Internet access in almost every building on campus. Wireless computing allows students the freedom to study and learn without restricting them to physical locations.

STUDENT COMPUTER RESOURCE GUIDE

www.umkc.edu/is/labs/

Numerous computer labs are located across the UMKC campus. Information Services (IS) maintains several of these sites that are open to all UMKC students with a valid Single-Sign-On (SSO) username and password. The IS-managed labs on campus are staffed by student assistants who can answer questions about e-mail accounts and other basic computing issues.

Student Computer Lab Locations

www.umkc.edu/is/labs/hoursLocations/

There are many computer labs on the Volker and Hospital Hill campuses. Information Services (IS) manages some, but not all of these labs. Hours of operation for IS-managed computer labs can be found at the above Web site. For hours of operation and computer availability in other labs, please contact the specific lab. The unit or department that manages each lab is indicated in parentheses, below:

Information Services Lab Office, 816-235- 5485

Bloch School, room 110 (Information Services), 816-235-5488

School of Education, room 129 (Information Services), 816-235-2253

Health Sciences Building, room 3304 (Information Services), 816-235-6635

Miller Nichols Library, 3rd Floor (Information Services), 816-235-5307

Royall Hall, rooms 303-304 & 314 (Information Services), 816-235-5896

University Center, Lower Level (Information Services), 816-235-5489

UMKC Northland, 11724 NW Plaza Circle Kansas City, Mo. (Information Services), 816-235-6630

Chemistry Building, room 110 (Department of Chemistry), 816-235-2282

Cockefair Hall, room 105 (College of Arts & Sciences), 816-235-2619

Flarsheim Hall, 3rd & 4th floors (School of Computing & Engineering), 816-235-1193

School of Dentistry, room 3107 (School of Dentistry), 816-235-2064

Law Library, room 1-109 (School of Law), 816-235-1650

School of Medicine, room MG-200 (School of Medicine), 816-235-5490

Scofield Hall, room 109 (College of Arts & Sciences), 816-235-2824

Student Computer Lab Employment

<http://www.umkc.edu/is/labs/employment/>

Students interested in working part-time in IS-managed labs can find more information at this Web site.

STUDENT FEES

For current information visit:

<http://www.umkc.edu/adminfinance/finance/cashiers/feestructure.asp>

STUDENT GOVERNMENT ASSOCIATION (SGA) 816-235-1426

As the student government of UMKC, SGA represents all students on campus and acts as the student advocate with the administration and faculty. The executive branch has four elected officers: president, executive vice president, administrative vice president and comptroller. Elections are held every April. The legislative branch, known as the student senate, comprises elected

representatives from the academic units that make up UMKC. The judicial branch is vested in UMKC's Superior Court. Each school and college is governed by a school council that reports to the SGA.

STUDENT HEALTH AND WELLNESS SERVICE 816-235-6133

4825 Troost Building, Room 115

Student Health Pharmacy 816-235-6103

4825 Troost Building, Room 115

Student Health and Wellness is committed to helping students achieve and maintain optimal health. Health care providers in Student Health can assess, diagnose and treat acute illnesses and stable chronic illnesses and can prescribe medication as appropriate. Additional services include immunizations, physical examinations, pregnancy and STD testing, contraceptive counseling and allergy injections with patient-provided serum. Selected laboratory tests are available onsite; others are available through a reference laboratory. There is no visit charge for students. Insurance coverage is not required. Selected services or laboratory testing may involve a charge. Student Health is open daily on an appointment basis and open later on Tuesday and Wednesday.

Health Promotion services are available through a health educator to address preventive health topics and the promotion of healthy lifestyles.

The Student Health Pharmacy is a part time pharmacy directed by a registered pharmacist. Students may fill prescriptions for a variety of medications. The pharmacy does not contract with all insurance programs.

Please call the pharmacy about specific medication questions. The pharmacy is open mornings Monday through Friday.

Student Health and Pharmacy charges may be paid by check, cash or charged to the student's UMKC account. Further information can be found at

www.umkc.edu/chtc/health.

STUDENT LIFE OFFICE 816-235-1407

The Student Life Office provides services and programs that are responsive to student development, including the social, cultural, recreational, educational, intellectual and lifelong learning needs of the campus and surrounding community. The Student Life Office is responsible for the administration of Communiversities, Greek organizations, Leadership Programs, The Activity and Program Council, LGBT programs, and campus programs including leadership workshops, campus traditions, community service, and fiscal advising for all UMKC student organizations. Questions, including those regarding organizational conduct issues, can be directed to the Student Life Office.

STUDENT ORGANIZATIONS

With over 300 active student groups, there are a variety of activities and organizations that students can get involved with while attending UMKC. Membership responsibilities, time commitments and benefits vary with each organization. The key is to learn as much as possible about all the different

organizations and then select those that meet your personal needs and interest. For an updated list of student organizations, stop by the Student Life Office in G-6 University Center or visit www.umkc.edu/stulife. The Student Life Office provides all the necessary information and guidelines for students wishing to form a new organization. Feel free to call us at 816-235-1407 or stop in between 8 a.m. and 6 p.m. Monday - Thursday, and 8 a.m. and 5 p.m. Friday or visit our website, www.umkc.edu/stulife.

STUDENT RECORDS

(See UMKC General Catalog, Appendices and Policy on Student Records or on the Web site at <http://www.umkc.edu/catalog>.)

STUDENTS' RIGHT-TO-KNOW STATEMENT

In accordance with Public Law 101-542, UMKC reports 72 percent of its first-time full-time degree-seeking freshmen students return the second year. The UMKC Police Department publishes an annual campus report on personal safety and crime. The report is available at the UMKC Police Department Office, Room 213, 4825 Troost Building or via the web site at umkc.edu/safetyreport.

STUDENT SERVICES AND RESOURCES

As a student you can take advantage of the multitude of University services and resources. You may visit University offices during standard business hours, 8 a.m. to 5 p.m. Monday through Friday, but it's usually a good idea to call ahead and schedule an appointment.

STUDY ABROAD

816-235-5759

5325 Rockhill Road
www.umkc.edu/international

Studying abroad allows students to travel outside the United States and experience new cultures and environments while earning academic credit and completing their degrees. By studying abroad, students embark on experiences that have the potential to change their lives, expand their knowledge, create long-lasting friendships, and establish connections all around the globe. UMKC students have a world of options available to them through the Center for International Academic Programs (CIAP).

CIAP helps with all aspects of planning for study abroad, including preparing for departure, overseas stay and return to the United States. For a detailed listing of available study abroad programs, deadlines and related scholarships, please visit our Web site. When planning to study abroad, it is important to start the process early in order to choose a suitable program, speak with academic and financial aid advisors, and apply for study abroad scholarships. *Fellowships*

CENTER FOR INTERNATIONAL ACADEMIC PROGRAMS

5325 Rockhill Road
<http://www.umkc.edu/international>

816-235-5759

UMKC's Center for International Academic Programs (CIAP) serves as a resource for students who are interested in adding international experiences to their education. CIAP helps to connect students, faculty and staff to organizations and resources that enhance international education through study abroad and prestigious fellowships. It also serves as a liaison for the University with groups within Kansas City and Missouri connected with international affairs.

SWINNEY RECREATION CENTER

816-235-2712

5030 Holmes, www.umkc.edu/src

The Swinney Recreation Center offers a wide variety of fitness and recreational facilities. SRC facilities include a 1/8-mile indoor track; a fitness training center with a variety of MedEx equipment, free weights and aerobic machines; a 1/4-mile outdoor track; a 25-meter indoor/outdoor pool; steam and sauna rooms; four racquetball and one squash court, and more. SRC also offers a wide variety of recreational activities and intramural sports, including land and water aerobics, basketball, volleyball and more. (See Intramurals and Campus Recreation under Activities and Enrichment for more information on available activities.)

General Building Rules

Swinney Recreation Center is a CELL PHONE FREE ZONE.

Cell phones may be used in the vending area only.

Student IDs are required to enter Swinney Recreation Center.

No spitting is allowed, except in proper receptacles.

Non-marking gym shoes and appropriate gym clothing are required; shirts must be worn at all times.

Glass containers, food and drink are not allowed in the facility.

UMKC is not responsible for lost or stolen items.

Failure to comply with SRC rules and regulations will result in suspension or expulsion from the facility.

Fitness Center Rules

Equipment training sessions are available from SRC personnel.

Personal items such as bags and coats are not allowed in the fitness center.

Personal free weights are not allowed in the fitness center.

Persons using free weights must stand 3 feet away from mirrors.

Towels are required.

Personal Trainers must be arranged through SRC staff.

Basketball Court Rules

Dunking, grabbing or hanging on hoop rims is prohibited.

Soccer balls, baseballs, footballs and Frisbees are prohibited on SRC courts.

Do not lean on, pull or sit on the divider curtains.

During high use times, the courts will be broken down to accommodate other activities.

Shirts must be worn at all times.

Swimming Pool Rules

A complete shower is required before entering the natatorium.

Appropriate swim attire is required (no cut-off jeans).

Persons using the sun deck are to shower before entering the pool.

Air mattresses and personal throwing items are prohibited.

Persons with open sores or contagious infections are not permitted in the pool.

Indoor Track Rules

The inside lane is reserved for walkers.

No hanging or sitting on track railing.

Shirts and shoes are required at all times.

Service Center Rules

Equipment may be checked out for daily use with a valid student ID.

A late fee will be charged for equipment not turned in by closing on the check-out day.

Persons who damage or lose SRC equipment will incur the replacement cost of the item.

A complete information guide and listing of rules may be picked up in the SRC Membership Office, 226 Swinney Recreation Center.

TRAFFIC VIOLATIONS

Tickets or traffic-violation notices are issued whenever someone fails to abide by UMKC's traffic regulations. Detailed information on exact regulations is available on the Parking Operations website and in at the Parking Operations office. Traffic violation fees should be paid at the Cashier's Office in person or by mail within 10 days of receiving violation notification. A \$5 penalty will be assessed 10 days from notification. Records and transcripts will be encumbered until all fees are paid. To appeal a traffic violation notice, students file a written exception to the assessment within ten days of receiving the violation notice. Appeals can be filed by email, fax, US mail, or by coming in to the Parking Operations Office.

TRANSCRIPTS (REGISTRARS OFFICE)

816-235-1122

115 Administrative Center

There are three options when it comes to ordering transcripts. You may come in person to 5115 Oak Street, Room 115; or mail your request to UMKC Transcripts, 5100 Rockhill Road, KCMO 64110; or send your request by Fax to (816) 235-5513. The key to transcript requests is your signature. It is this one point that prevents us from accepting either e-mail or telephone transcript requests.

Additional details are available at

<http://www.umkc.edu/registrar/transcripts.asp>

TUTORS

Free tutoring in selected mathematics courses is offered through the Mathematics Resource Center, which is located in the Center for Academic Development, room 205 in the SASS building. Writing tutors are available through the Writing Center located at 5201 Rockhill Road. Contact your academic unit for information regarding tutors in other areas.

UMKC HISTORY AND TRADITIONS

If it weren't for William Volker, a local philanthropist who still had some money left during the Great Depression, UMKC might not be here today. In 1930, Volker donated a 40-acre site near 51st and Rockhill Road to establish a university in Kansas City. In the fall of 1933, the University of Kansas City (our original name) opened its doors with 17 faculty members and 264 students. Classes were held in the old Dickey mansion, which is still used as office space and classrooms. In 1963, the University of Kansas City became a part of the four-campus University of Missouri System. Today, UMKC is home to over 14,000 students and more than 1,300 faculty members.

The Kangaroo The idea for having a kangaroo as the mascot for the University of Kansas City (UMKC's predecessor) began more than a year before the marsupial actually appeared on the scene. An article, "Kangaroo may go to KCU ... Student Editors Believe University Should Have a Symbol," appeared in a September 1936 edition of The Kansas City Star. Will Mansfield, feature writer for the KCU yearbook, was quoted as saying, "The Kangaroo would be a good name for the debate squad, since there (was) no university athletic team." Interest continued to grow when the Kansas City Zoo purchased two baby kangaroos. Soon after, the University News suggested a contest for a school song rhyming kangaroo with KCU. The first known drawing of the kangaroo appeared on the cover of the November 1937 issue of a KCU humor magazine. It was followed six months later by another cover showing Mickey Mouse and the kangaroo. The artist for this second kangaroo cover was Walt Disney. During the spring 1987 campus elections, an overwhelming majority of students voted to retain the kangaroo as the UMKC mascot. **Gold and Blue** The University's colors were determined in March 1934 by a student council decree as "old gold and royal blue."

UNDERGRADUATE ASSESSMENT EXAMS

All undergraduates at UMKC are required to participate in assessment activities to help determine the effectiveness of University programs. All students after completing 80 credit hours are eligible to take the required Academic Profile exam and graduating seniors take the major-field exit exam in their last semester. Such testing is required by the University's governing bodies and accrediting agencies. Other components of assessment include the Written English Proficiency Test and surveys of alumni and undergraduates. This information provides a basis for reviewing and evaluating UMKC's programs and services.

UNIVERSITY ARCHIVES **816-235-1539**
302 Newcomb Hall, www.umkc.edu/university_archives
E-mail: UMKCArchives@umkc.edu

University Archives is the official repository for the records of the University. These materials include administrative files, faculty publications and papers, photographs, student materials, University publications, scrapbooks and an array of interesting and unusual items relating to the history of our University.

UNIVERSITY CENTER **816-235-1411**
5000 Rockhill Road
www.umkc.edu/ucenter, E-mail: ucenter@umkc.edu

The University Center is the center for co-curricular activities on campus. It is a multi-service facility open to the University community as well as University guests. The University Center provides a central location for many student services. The center contains meeting rooms and administrative offices as well as the Campus Information Center. Three dining venues, the University Bookstore, the Student Life Office, the Activity and Program Council Office and the Student Government Association Office are located in the University Center. The University Center also houses the Office of Services for Students with Disabilities and the Year 1 and 2 Medical Advising Offices, as well as offices for several student organizations, the barbershop and a student computer lab.

UNIVERSITY COMMUNICATIONS **816-235-1576**
300C Administrative Center, www.umkc.edu/ucomm

University Communications offers the following services: creation and production of materials from print to Web to radio/TV; maintenance of UMKC's central Web pages; consultation with UMKC departments, divisions, academic units and student groups on marketing, communications and promotional needs; alignment of communications and marketing with UMKC brand standards; publicity to media outlets and other venues; connecting media to experts in academic disciplines as sources of research; crisis communications. KCUR Radio 89.3, is your "station for NPR news" and broadcasts from a 90-mile radius of Kansas City and on the Web at kcur.org.

VETERANS CERTIFICATION **816-235-1112**
115 Administrative Center

The veterans certifying official represents UMKC in certifying veteran enrollment. This person should be contacted at the beginning of each semester and again during the semester if the veteran's enrollment or degree program changes.

VOLUNTEER INCOME TAX ASSISTANCE (VITA) PROGRAM

UMKC Law Students formed a VITA site to help prepare BASIC income tax returns for taxpayers who are low-income wage earners or who may have special needs such as elderly taxpayers. VITA offers free tax assistance on Saturdays, and some evenings during tax season for people who meet certain qualifications.

VOTER REGISTRATION**816-235-1231**

Voter registration for residents of Jackson, Clay and Platte counties is available on campus throughout the year. You can register at the office of the Associated Students of the University of Missouri (ASUM) which is located in the lower level of the University Center. Those who are registering for the first time or who are registering address changes should present either a driver's license or picture ID.

WELCOME CENTER**816-235-UMKC (8652)**

Administrative Center, First Floor - <http://www.umkc.edu/welcome/>

Whether you're wanting to schedule a campus visit, looking for a place to live while you're in school, or just have a question you would like answered, the Welcome Center is the place to go. The Center was created to provide an inviting place to greet visitors and students when they first arrive on campus. We also have information about hotels in the area and info about on and off campus housing.

WESTERN HISTORICAL MANUSCRIPT COLLECTION 816-235-1543

302 Newcomb Hall

www.umkc.edu/whmckc, E-mail: whmckc@umkc.edu

The Western Historical Manuscript Collection obtains, preserves and makes available for research, documents relating to the history and culture of Kansas City, western Missouri and the Midwest. Holdings include papers of important civic and political leaders; the records of local organizations, businesses and industries; and a variety of other collections dealing with such diverse topics as labor unions, music and the cultural arts, civil rights and local architectural records. A networking system allows for the use of the holdings of all four branches of the collection, located on each of the University of Missouri System campuses.

WHO'S WHO ON CAMPUS

Knowing who's who on campus is a good thing - below is a guide to University faculty and staff, here to assist you anytime. University offices are generally available during standard business hours, 8 a.m. to 5 p.m. Monday through Friday, but it's usually a good idea to call ahead and schedule an appointment.

ADMINISTRATION

President, University of Missouri System

Gary D. Forsee

Chancellor, University of Missouri-Kansas City

816-235-1101

Guy H. Bailey <i>Provost/Vice Chancellor, Academic Affairs</i>	816-235-1107
Gail Hackett <i>Interim Vice Chancellor, Administrative Affairs</i>	816-235-2650
Richard L. Anderson <i>Vice Chancellor, Student Affairs & Enrollment Management</i>	816-235-1141
Melvin C. Tyler <i>Interim Vice Chancellor, University Advancement</i>	816-235-1561
Curt Crespino <i>Student Government Association President</i>	816-235-1426
Bridgett Johnson <i>Board of Curators</i>	

The Constitution of Missouri established a nine-member Board of Curators responsible for governing the University of Missouri system. Each member is appointed by the governor for a six-year term. The board meets routinely and meets at least once annually on each campus of the University.

WOMEN’S CENTER **816-235-1638**

105 Haag Hall, www.umkc.edu/womenc

E-mail: umkc-womens-center@umkc.edu

The mission of the Women’s Center at the University of Missouri-Kansas City is to advocate, educate, and provide support services for the achievement of women’s equity on campus and within the community at large.

In support of this mission, the Women’s Center:

- Facilitates student development through co-curricular experiences that affirm students’ identities and foster leadership opportunities;
- Assists the University in achieving its retention goals by offering programming and services that promote student success;
- Recognizes, celebrates, and promotes awareness of the multicultural realities of women’s lives, particularly across race, sexual orientation, gender expression and identity, class, age, and abilities;
- Develops women leaders by providing mentoring opportunities and leadership development programs;
- Develops and sponsors programming that enhances the skills of women and assists in their development as students, scholars, and professionals;
- Offers support services, referrals, advocacy, and education around issues of gender violence;
- Builds alliances and promotes collaboration among University departments and community organizations to utilize existing resources to effectively serve a diverse community of women;
- Promotes the effective and constructive feminist activism of UMKC students, staff, faculty and community members;
- Serves as a resource for the campus and Greater Kansas City communities on issues related to women’s lives.

WRITER'S HOTLINE**816-235-2244**

The Writer's Hotline is a free community service offered by the English Department and the Writing Center. Staff members help with questions concerning grammar, punctuation, spelling and usage. The writer's hotline is in service whenever the Writing Center is open.

WRITING CENTER**816-235-1146**

5201 Rockhill Road

<http://cas.umkc.edu/writingcenter>, Email: umkcwritingcenter@umkc.edu

The Writing Center is a free service available to all UMKC students. Writing Center tutors work with students of all levels, first year through graduate, and from all the schools and divisions of the University. Whether it's developing ideas, organizing essays, or honing grammar skills, the Writing Center can help. Tutors generally work on an appointment basis, so it's a good idea to call ahead or drop by to schedule a time. Tutoring hours during the fall and winter semester are Monday through Wednesday, 8 a.m. to 8 p.m.; Thursday, 8 a.m. to 5 p.m.; Friday, 8 a.m. to 12 p.m.; and Saturday, 9 a.m. to 3 p.m.