

Student Affairs and Support Areas

Continuing Education	25
Library Resources	25
Food Service	25
Campus Police	25
Athletics	25
Student Affairs	26
RSU Child Development Center	26
Student Conduct	26
Student Activities and Organizations	27
Students with Disabilities	28
TRiO Department	28
Vocational Rehabilitation	29
Rogers State University Bookstore	29
Student Success and Retention	30
Adult Basic Education	30
Hillcamp	30

Continuing Education

Linking the community and the University, Continuing Education is designed to meet the ongoing educational and occupational expectations of the citizens of Oklahoma by providing life-long learning opportunities. Continuing Education creates opportunities for students to learn skills for current or new jobs, update knowledge, explore new fields, or enrich their lives with cultural and personal development training. Courses are designed to fulfill the needs of students of every age, economic status, and educational level. Short courses, workshops, seminars, and special offerings benefit students professionally, culturally, socially, and vocationally. Courses are easily accessible through the RSU main campus, satellite campuses, and online at www.rsu.edu. To obtain information about Continuing Education courses or to discuss your continuing educational needs, call the Dean of the School of the respective area of interest.

Library Resources

Stratton Taylor Library

Stratton Taylor Library provides collections and services for all full-time and part-time students, faculty, and staff in the education programs of Rogers State University.

The library is open 85.5 hours a week during fall and spring semesters.

Hours:

Monday - Thursday:	7:30 a.m. – 10:00 p.m.
Friday:	7:30 a.m. – 6:00 p.m.
Saturday:	12:00 p.m. – 8:30 p.m.
Sunday:	1:30 p.m. – 10:00 p.m.



Food Service

Serving hours for all food service facilities will be displayed at the Hillcat Hut at the RSU Centennial Center and will be distributed to each resident student. Hours also are posted at each residence hall. Students requesting a meal plan are encouraged to put whatever denomination they choose on the “Hillcat” card. This card can be used throughout the year at the Hillcat Hut. Money can be added at any time according to the needs of the student. Meals consist of breakfast, lunch, and dinner, Monday through Thursdays; and breakfast or lunch on Fridays.

Hillcat Hut Hours:

Monday - Thursday:	7:30 a.m. – 7:00 p.m.
Friday:	7:30 a.m. – 3:00 p.m.

Food service is available in the Hillcat Hut on a cash and credit card basis to all students, faculty, staff, and the public. The Food Service main number is (918) 343-7843. The Hillcat Hut main number is (918) 343-7846.

Summer hours will be posted at the end of the school year.

Campus Police

The Rogers State University Campus Police enforce federal and state laws along with traffic and parking regulations. They maintain crime records, accident information, and issues of student conduct for the campus. The Campus Police Station is located behind the Foundation Alumni Center at the north entrance of the RSU campus. Policies and regulations have been developed for the safety and convenience of everyone on the Rogers State University campus. A complete guide for student conduct policies can be found in the *Student Code*. For more information, contact the Campus Police Department at (918) 343-7624.

Athletics

In 2005, RSU added intercollegiate athletics to campus programs. The RSU athletics program is dedicated to developing student athletes who are successful not only on the field, but also in the classroom. Through athletic competition, our student athletes will develop skills necessary to succeed in life – teamwork, leadership, character, integrity, and discipline.

The University currently competes as a member of the National Association of Intercollegiate Athletics (NAIA) in baseball, softball, men’s and women’s basketball, and men’s and women’s soccer. RSU also has a cheerleading squad. Men’s and women’s golf will begin competition in fall 2009.

In addition, RSU fields a competitive rodeo team, which participates as a member of the Central Plains region of the National Intercollegiate Rodeo Association.

In 2006, the University named its first athletic director and men's basketball coach. RSU recently unveiled its new mascot – the Hillcat, a unique blue and crimson animal that is a source of campus pride and spirit and provides a visual identity for the University. The Hillcat serves as a brand and visual rallying point for the University as a whole, including its academic, alumni, and athletic programs. The Hillcat is a fictitious cousin of the bobcat, which is indigenous to northeast Oklahoma. The Hillcat also draws its name from “College Hill,” a traditional nickname for RSU. The University sits atop a hill overlooking the city of Claremore.

The Hillcats are on the prowl, creating a tradition for tomorrow.

Student Affairs

The mission of the Rogers State University Student Affairs division is to provide students with the opportunity to meet their academic goals by fostering an environment that is conducive to the learning process. Part of this mission is to enable and encourage each student to participate in accessible co-curricular learning experiences. These experiences can help provide avenues for personal enhancement, leadership development, civic engagement, community service, critical thinking, social expression, organizational involvement, health and wellness programming, and cultural enrichment.

Career Services

Rogers State University Career Services, located in the Centennial Center, assists students in setting and achieving career goals. Career Services offers guidance in the areas of career exploration, career preparation, resume and cover letter writing, interviewing techniques, graduate school admissions and job search strategies. Online career assessments, literature, and career resources are available for student use. Students can upload their resumes and search for current full- and part-time job openings on RSU's career site, hirehillcats.rsu.edu. In addition, Career Services builds relationships with employers and helps them maximize their recruitment efforts by hosting career fairs, information sessions, and on-campus interviews. All services are available to current and graduating students as well as alumni. For more information, please contact Career Services at (918) 343-7864.

Student Health Center

The Student Health Center (SHC) provides services to students, faculty, and staff for consultation, assessment, and treatment of minor injuries and illnesses, with physician availability 12 hours per week. All immunization records are to be submitted to the Student Health Center upon enroll-

ment. Student Health Center hours are 8:00 a.m. - 5:00 p.m., Monday through Friday. Appointments may be made by calling (918) 343-7614.

Student Counseling Services

On-campus counseling services are provided to currently enrolled RSU students at no cost through the Office of Student Affairs. Services provided include confidential individual and group counseling. Additionally, Counseling Services offers a variety of proactive campus events and presentations designed to help students with topics ranging from stress management to study skill development. Referrals to off-campus community agencies are provided if/when the presenting problem is beyond the scope of the University's counseling center practice. Referrals to community agencies are based upon the nature of the student's referral need and the student's financial resources. For an appointment or to schedule a presentation, contact Counseling Services at (918) 343-7845.

Health Insurance

Health and accident brochures may be obtained that provide many options for coverage and premium fees through the Student Health Center.

RSU Child Development Center

The Child Development Center, for children of students, faculty, staff, and the general public, is conveniently located on the RSU campus. The structured preschool curriculum is age appropriate and designed to help developing children learn a variety of cognitive and social/emotional, physical, and fine motor skills while having fun. The Center is DHS licensed and a two-star facility. Preregistration is necessary as space is limited. A \$25.00 registration fee is charged annually. There is also a \$10.00 summer registration fee, which includes a t-shirt. The Center accepts DHS and Tribal assistance with monthly copays. Otherwise, tuition is collected weekly. The Center is open Monday through Friday, 7:00 a.m. to 6:00 p.m. The Center is closed in accordance with the RSU calendar. For more information about enrollment and tuition rates, call (918) 343-7863.

Student Conduct

Rogers State University is committed to fostering an educational environment where students can freely engage in the learning process and pursue opportunities for personal and social development. Admission to RSU constitutes a student's acceptance of the terms and conditions stated in the *Student Code*. The *Student Code* describes the obligations and responsibilities that govern student behavior and conduct as an RSU student. The *Student Code* also explains the rights and the privileges that are afforded to students attending this University. RSU offers a variety of programs and services to our students to ensure that they have the resources and the information they need to succeed. The *Student Code* can be found on the RSU website, and questions regarding its content may be addressed through the Office of Student Affairs.

Identification Cards and Parking Permits

Students are required to have an identification card and a parking permit. Parking permits enable students to park their vehicles on University property. Parking permits are available in the Campus Police Department. Student identification cards are necessary for admittance to all college-sponsored functions and are used for identification in the Bookstore, Library, Bursar and Registrar's offices, in student elections, and by Campus Police. Student identification cards are made in the Office of Student Affairs located on the second floor of the Centennial Center.

Residential Life

The Residential Life program at Rogers State University is designed to be a challenging, respectful, and positive experience for college students. To serve the needs of the student body, there are two distinct living facilities: student apartments and family apartments. The luxury student apartments for traditional residential living are conveniently located, affordably priced, and community oriented. The family apartments combine the convenience and security of on-campus living with the family-friendly setting our students desire.

For a housing application, as well as information on contract terms, living arrangements, eligibility, and activities/organizations for residential students, visit the Office of Residential Life or call (918) 343-7789.

Student Activities and Organizations

Rogers State University supports and encourages participation in campus organizations and student activities. These activities and organizations enhance student life socially, physically, spiritually, and intellectually. Student Activity programming is intended to provide opportunities for personal growth and development, opportunities to become involved in the Rogers State University campus community, and opportunities for academic growth and enrichment through such activities as lectures, films, and fine arts events.

The Centennial Center is the focal point for student activity on the RSU campus. A recreational room with game tables and televisions, 24-hour OMA student lounge, and computer lab are located in the Centennial Center. The Hillcat Hut and University Bookstore are also located in the Centennial Center. For more information, please contact the Student Activities Office at (918) 343-7579.

RSU Clubs and Organizations

- ABC (Association of Black Collegians)
- Accounting Society
- Alpha Chi National Honor Society
- Alpha Sigma Alpha Sorority
- Alpha Sigma Tau Sorority
- American Red Cross
- AMSA (American Medical Student Association)
- BCM (Baptist Collegiate Ministries)
- Biology Club
- Campus Crusade for Christ
- Campus Crusade for Christ (Bartlesville)
- Campus Civitan (Bartlesville)
- C.A.T. (Campus Activities Team)
- College Democrats
- College Republicans
- Criminal Justice Society
- EMSSA (Emergency Medical Services Student Association)
- Gaming Association
- Gay/Straight Alliance
- International Student Union
- NASA (Native American Student Association)
- Objectivist Club
- OIL (Oklahoma Intercollegiate Legislation)
- OLD (Omega Lambda Delta)
- Pi Kappa Alpha Fraternity
- PLC (President's Leadership Class)
- Psi Chi (Psychology Honor Society)
- Psychology Club
- RSU Public Television Production Club
- SBA (Student Broadcasting Association)
- SGA (Student Government Association)
- SIFE (Students in Free Enterprise)
- Sigma Beta Delta (Business and Technology Honor Society)
- Sigma Tau Gamma
- SNA (Student Nurse Association)
- SNO (Student Newspaper Organization)
- Spanish Club
- SPOR (Spartan Quixotic Republic)
- Student Art Association
- Student Theatre Drama Association

For more information, call Student Affairs at (918) 343-7579. The Calendar of Events is located at www.rsu.edu

Students with Disabilities

Rogers State University is committed to providing services and support for all students that facilitate the attainment of academic and personal goals. In accordance with federal and state laws, students who appropriately document their disabilities with the University are entitled to reasonable and appropriate educational accommodations. They are also ensured equality of opportunity in regard to University-based or sponsored employment, activities, programs, or other educational opportunities. The University does not alter or modify an academic course in any manner that would fundamentally alter the nature or rigor of the course. The Office of Student Affairs is designated to register and assist any student with a “qualified” cognitive, physical, health-related, or psychological disability. It is the responsibility of any student who requires a disability-related accommodation to initiate that request and to follow the procedures summarized here:

1. Self-identify to the Office of Student Affairs. Students receiving services are instructed to identify themselves to their respective faculty if their academic needs will directly affect the classroom environment.
2. Provide appropriate documentation* of disability(ies) for which the student is requesting educational accommodation.

**Appropriate documentation is information that is reasonably current, on letterhead, provided and signed by a person with relevant licensing or credentials, clearly states the nature and extent of the disability(ies), describes the diagnostic procedures used, and makes recommendations for assistance.*

3. Make an official request for specific accommodation(s) in writing. A written request must be made each semester.
4. A determination is then made concerning the request using the standard of “reasonable accommodation” and, if applicable, “undue hardship.”
5. The Office of Student Affairs then coordinates the approved services with the appropriate offices and persons, informs the student of his or her status, and outlines any additional instructions the student should follow.
6. Students who are denied a particular accommodation and/or provided an alternative can request within a certain time frame the opportunity to appeal that determination.

For more information, please contact the Office of Student Affairs at (918) 343-7579.

TRiO Department

Student Support Services (RSU-SSS)

RSU Student Support Services (SSS) is a federally funded program committed to meeting the needs of targeted degree-seeking students. The program's objectives are to improve the retention and graduation of student participants. SSS provides a supportive environment in which participating students will have their academic, career, and personal needs addressed.

To qualify for Student Support Services, a student must be enrolled at Rogers State University in at least 6 hours of 1000-level courses on the Claremore campus. Students who need academic support and who belong to one of the following groups may be eligible to participate:

- First-generation college student (neither parent has obtained a four-year college degree by the time the student reaches the age of 18).
- Financially disadvantaged as determined by federal guidelines. A current application for Federal Student Aid must be on file in the RSU Office of Financial Aid.
- Documented disability, as determined through the RSU campus Office of Disability Services.

To receive assistance from Student Support Services, a student must have academic need (as defined in Department of Education 34 CFR Part 646) and:

1. Complete a Student Support Services application and interview with SSS professional staff;
2. Provide current income verification (a current, complete FAFSA must be on file in the RSU Office of Financial Aid);
3. Provide appropriate disability documentation as required by the RSU Office of Disability Services;
4. Meet with an SSS staff member to discuss appropriate services and mutual program/student benefit.

The following Student Support Services are FREE to eligible, participating students:

- Academic advisement, degree planning, enrollment assistance
- Peer mentoring
- Career Counseling ACT & EDISCOVER
- Professional tutorial assistance - weekday tutoring available
- Assistance with electronic filing of financial aid forms and documentation
- Cultural events and field trips
- Referrals to campus and community resources
- Internet access

- Workshops on:
 - › Stress management
 - › Note taking
 - › Test-taking skills
 - › Career information
 - › Study skills
 - › Goal setting
 - › Computer skills
 - › Other helpful topics
- Computer lab
- Assistance with identification of student learning styles
- Reference library
- Scholarship information
- Assistance with planning and pursuit of associate or baccalaureate programs at institutions of higher education.

Applicants must be U.S. citizens and/or have permanent alien resident cards to be eligible to apply to participate in Student Support Services. Student Support Services staff reserves the right to determine eligibility and mutual benefit of participation from all applicants per 34CFR Part 646.

Upward Bound (RSU-UB)

RSU Upward Bound is a federally funded program designed to assist eligible high school students who exhibit academic potential in completion of their secondary education and in the successful pursuit of a post-secondary education. Students receive tutoring, mentoring, and academic counseling throughout the academic year and attend a six-week intensive summer session at Rogers State University. To obtain information about the RSU Upward Bound Program, please phone (918) 343-7572.

Educational Opportunity Center (RSU-EOC)

The RSU-Educational Opportunity Center is a federally funded program providing counseling and information on college admissions to qualified adults wanting to enter or continue a program of postsecondary education. An important objective of RSU-EOC is counseling participants on financial aid options and assisting in the application process. The goal of RSU-EOC is to increase the number of adult participants enrolling in postsecondary education. All services are free to eligible participants. The RSU-EOC office is located on the RSU-Claremore campus with additional outreach centers located on the RSU-Bartlesville and RSU-Pryor campuses and throughout Oklahoma. To obtain information about the RSU-EOC, please phone (918) 343-7761.

Educational Talent Search (RSU-ETS)

Funded by the U.S. Department of Education, the RSU-ETS program is designed to provide dropout intervention services for students in grades 6-12 and to encourage students to pursue post-secondary education upon graduation. The program provides tutoring, career development, guidance and counseling, educational and financial aid information, study skills seminars, and mentoring opportunities. The RSU-ETS program is funded to serve 750 students at selected, targeted schools in Rogers, Tulsa, and Osage counties. For additional information, please phone (918) 343-7823.

Vocational Rehabilitation

The Office of Vocational Rehabilitation Services is located at 24797 S. Highway 66, Suite 5, Claremore, OK, 74019, (918) 341-8122. Any student who has a physical or developmental impairment may submit an application for services offered by this state agency.

Rogers State University Bookstore

The University Bookstore in the RSU Centennial Center provides textbooks and supplies for the courses offered, except for videos for online courses. General supplies, paperbacks, stationery, and gift items are also available. Students are urged to use their enrollment slips when buying textbooks. All textbook information is now available online at www.rsu.bncollege.com, including Author, Title, Edition, ISBN, Publisher, and new and used prices (although it does not guarantee that used books are available).

Bartlesville and Pryor Textbooks

Only textbooks explicitly for the classes being offered at the Bartlesville and Pryor campuses, respectively, are available for a limited time at the beginning of the fall and spring semesters. For information regarding hours and dates, please contact the Bartlesville campus at (918) 338-8000 or the Pryor campus at (918) 825-6117. All summer and online class textbook orders must be made at the Claremore location or online at www.rsu.bncollege.com.

Textbook Refund Policy

A full refund will be given the first week of class with receipt and books in original condition. After the first week of class, a full refund will be given with receipt, proof of schedule change, and books in original condition during the first 30 days of class. Original condition is the exact condition books were in when originally purchased. Shrinkwrapped books must be in original shrinkwrap; used books must be in resalable condition with all components. Refunds for summer and special course sections will be accepted for ONE WEEK ONLY after the start of class.

General Return Policy

All merchandise other than textbooks may be refunded any time with a valid receipt. Without a receipt, a merchandise credit will be issued at the current selling price. Cash back on merchandise credit will be issued at the current selling price. Cash back on merchandise credits will not exceed \$5.00. Refunds will be given in original form of payment.

Exceptions: Custom course materials, outlines, study guides, magazines, prepaid phone cards, and software.

Book Buy Back

The Bookstore is happy to buy students' used books back every day. This is called "buy back."

- The best time to sell your used books is during finals week.
- The bookstore will pay 50 percent of the book's selling price if it is requested by a professor for required use next term and the bookstore is not overstocked.
- If the book does not meet this criteria, the price paid is based on the current national demand.
- Study guides and workbooks must be "like new" without any writing on their pages.
- All books must be in good condition.
- Some books have little or no monetary value. Out of print books and old editions are not in demand and can't be bought back.

Please remember: For the protection of the students on campus, the bookstore always requires students selling books to show current student identification.

Student Success and Retention

Testing Center

Several forms of testing are available in the RSU Testing Center. Assessments required for course placement at RSU are offered. These assessment tests include the ACT residual test and the ACT Compass test. In addition, staff members provide proctoring services for distance learning, independent study, and online classes. Many instructors also utilize the Testing Center facilities for specialized testing situations.



Developmental Studies

Through the academic departments, but within the structure of its own program, Developmental Studies offers courses designed to assist students in building and incorporating skills needed to be successful in college-level coursework. Each course in the program provides individualized, multi-media approaches to improving the basic skills needed for academic success in reading, math, writing, and science.

Computerized Learning Laboratory

The RSU Learning Laboratory is available to all RSU students and is designed to provide a variety of computer-assisted instructional and tutorial materials that support academic instruction. Word processing software is also available in the learning lab, and students are invited to use this software for homework assignments. The Learning Laboratory computers also offer full Internet access. Tutors are on hand during lab hours to assist with computer problems as well as study questions.

Tutoring Services

RSU provides academic support to students who need assistance with developmental courses through individual and small group peer tutoring. Tutors are available during lab hours as well as by appointment to help with math, writing, reading, and science. A Developmental Studies tutoring lab is available in the Health Sciences Building, room 227.

Tutoring is also provided in the academic areas for specific classes. See the respective Department Head for details.

Adult Basic Education

Rogers State University, in cooperation with the Oklahoma State Department of Education, provides individuals 16 years of age and older the opportunity to increase their basic academic skills and/or prepare for the GED examination. Day and evening classes are available. Classes are free of charge to Oklahoma residents.

Hillcamp

Each fall before classes start, RSU hosts Hillcamp, a one-day orientation program designed to increase awareness of the opportunities and resources available on campus for students. Whether you are a first-time freshman or a transfer student, Hillcamp can provide you with the tools you need to get the most from your college experience at RSU. Using fun and interactive activities, students will not only begin polishing their potential leadership skills, but also develop a network of peers and build friendships that could last a lifetime.