

University of Arkansas at  
Monticello

# Weevil Wisdom

2011-2012

Compliments of Academic Affairs  
870-460-1032  
[www.uamont.edu](http://www.uamont.edu)



# UAM is a Smoke-Free Campus



STAMP OUT SMOKING

[stampoutsmoking.com](http://stampoutsmoking.com)

**For information on available tobacco cessation resources contact:**

**Carrie Johnson**  
**(870) 367-6234 ext. 232 or**  
**[johnsonc@uamont.edu](mailto:johnsonc@uamont.edu)**

## 2011 Calendar

S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
JANUARY 1							FEBRUARY							MARCH							APRIL								
2	3	4	5	6	7	8	1	2	3	4	5	1	2	3	4	5							1	2					
9	10	11	12	13	14	15	6	7	8	9	10	11	12	6	7	8	9	10	11	12	3	4	5	6	7	8	9		
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23	24	25	26	27	28	29	20	21	22	23	24	25	26	20	21	22	23	24	25	26	17	18	19	20	21	22	23		
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MAY							JUNE							JULY 1 2							AUGUST								
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SEPTEMBER							OCTOBER 1							NOVEMBER							DECEMBER								
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11	12	13	14	15	16	17	16	17	18	19	20	21	22	13	14	15	16	17	18	19	11	12	13	14	15	16	17		
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25	26	27	28	29	30	30	31	27	28	29	30	25	26	27	28	29	30	31											

### University Holidays

**January 17 (Mon)** – Martin Luther King Holiday. Offices and classes closed.  
**March 21-25 (Mon-Fri)** – Spring Break.  
**July 4 (Mon)** – Observance of Independence Day Holiday. Offices and classes closed.  
**September 5 (Mon)** – Labor Day Holiday. Offices and classes closed.  
**September 17 (Sat)** – Parent/Family Appreciation Day.  
**October 29 (Sat)** – Homecoming.  
**November 24-25 (Thurs-Fri)** – Thanksgiving Holiday. Offices and classes closed.

## 2012 Calendar

S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
JANUARY							FEBRUARY							MARCH							APRIL						
1	2	3	4	5	6	7	1	2	3	4	1	2	3	1	2	3	4	5	6	7							
8	9	10	11	12	13	14	5	6	7	8	9	10	11	4	5	6	7	8	9	10	8	9	10	11	12	13	14
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22	23	24	25	26	27	28	19	20	21	22	23	24	25	18	19	20	21	22	23	24	22	23	24	25	26	27	28
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MAY							JUNE							JULY							AUGUST						
			1	2	3	4	5				1	2	1	2	3	4	5	6	7				1	2	3	4	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
27	28	29	30	31	24	25	26	27	28	29	30	29	30	31	26	27	28	29	30	31							
SEPTEMBER 1							OCTOBER							NOVEMBER							DECEMBER 1						
2	3	4	5	6	7	8	1	2	3	4	5	6				1	2	3	2	3	4	5	6	7	8		
9	10	11	12	13	14	15	7	8	9	10	11	12	13	4	5	6	7	8	9	10	9	10	11	12	13	14	15
16	17	18	19	20	21	22	14	15	16	17	18	19	20	11	12	13	14	15	16	17	16	17	18	19	20	21	22
23	24	25	26	27	28	29	21	22	23	24	25	26	27	18	19	20	21	22	23	24	23	24	25	26	27	28	29
30	28	29	30	31	25	26	27	28	29	30	25	26	27	28	29	30	30	31									

### University Holidays

**January 16 (Mon)** – Martin Luther King Holiday. Offices and classes closed.  
**March 19-23 (Mon-Fri)** – Spring Break.  
**July 4 (Wed)** – Observance of Independence Day Holiday. Offices and classes closed.  
**September 3 (Mon)** – Labor Day Holiday. Offices and classes closed.  
**November 22-23 (Thurs-Fri)** – Thanksgiving Holiday. Offices and classes closed.

## Could you use a discount?

The following businesses located in Monticello offer all UAM students special discounted rates. You must present your UAM ID to receive a discount.

	<u>Discount</u>	<u>Telephone</u>
<b>City Drug</b>	10%	(870) 367-5301
*The discount does not apply to medications or perfumes.		
<b>LaTerraza</b>	10%	(870) 460-0055
<b>Larry's Pizza</b>	15%	(879) 367-3290
<b>Mazzios</b>	10%	(870) 367-6100
<b>Popeye's</b>	10%	(870) 367-7393
<b>Topp's Pizza</b>	10%	(870) 367-6877
<b>Western Sizzlin</b>	10%	(870) 367-8282

**Marquee Lanes, (870) 367-5393**

\*see website: <http://marqueelanes.com/prices/>

Dear Student,

Welcome to the UAM family!

We want to see you succeed and are continually looking for ways to make your college experience the best possible.

“Weevil Wisdom” is just one way that UAM has found to make you more knowledgeable and confident in your studies.

The information in this booklet is designed to give you answers to questions you may not know to ask.

Please take advantage of this valuable booklet of wisdom, and if you have any questions, feel free to email, call or come see me.

Good luck with your studies!

Sincerely,  
Crystal Ratliff  
Director of Academic Advising  
Administration Building 106-C  
(870) 460-1032  
[ratliff@uamont.edu](mailto:ratliff@uamont.edu)



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**Financial Aid Probation** - Your ability to receive and continue receiving financial aid is directly linked to your academic success. You must maintain a 2.0 GPA. A student who ends one semester with below a 2.0 is placed on financial aid probation, meaning he/she may continue to attend classes but must bring his/her GPA up to a 2.0 or face financial aid denial.

**Financial Aid Denial** - A student who has been placed on financial aid probation and does not make a 2.0 GPA may face denial of all financial aid benefits. A student who makes all “Fs” during a semester will be placed on financial aid denial.

**Full-time Student** - During the fall or spring semesters, a student enrolled in 12 or more hours. During the summer, a student enrolled in 6 or more hours during one or both terms. **Note:** Some scholarships require you to take 15 hours.

**General Studies** - Area of study chosen by a student who is unsure of a major.

**GPA** - Grade Point Average = Total Quality Points / Total Hours

**Grade Report** - A list of your grades awarded for a specific semester or term. UAM does not automatically mail grade reports. You must make a special request to the Registrar’s Office.

**Major** - The area of study in which a student wishes to receive a degree.

**MCB** - The Memorial Classroom Building is home to the School of Arts and Humanities and the School of Social and Behavioral Sciences.

**Plan** - You will see “plan” instead of major and/or minor in your WeevilNet account.

**Prerequisite** - A course you must take before the course you are considering.

**Preregistration** - An early registration period for courses offered in a future term.

**Program** - WeevilNet term for school offering your major.

**Provost** - The Provost is second in command under the Chancellor.

**Registration** - The process of determining a class schedule and enrolling into the chosen classes.

**Scantron** - A slender bubble sheet used on exams to answer true/false or multiple-choice questions. Scantrons may be purchased in the bookstore or picked up for free on the second floor of Harris Hall in Counseling and Testing Services.

**SC** - Science Center is home to the School of Mathematics and Natural Sciences.

**Summer Class** - UAM offers classes during the months of June and July. These classes normally meet every day for two hours.

**UC** - University Center is home to the Office of Student Affairs, cafeteria, Patio Café, Exercise Center, and multiple meeting rooms.

**“W” Deadline** - The “W” deadline is the last day a student may drop a class and opt to receive a “W” on his/her transcript. Students may still receive a “W” after this date, but it will be up to their professor to assign the grade.

**WeevilNet** - The system you may access to look at all of your academic information.

**Work-study** - Some students are eligible to work on campus and be paid through state or federal funding. You must complete the FAFSA form to determine your eligibility.

# Glossary of Terms

**Academic Suspension** - A student whose term GPA and cumulative GPA falls below a 2.0 will not be permitted to attend classes for a specified period of time.

**Associate's Degree** - Degree awarded upon completion of required courses amounting to at least 62 hours. Some associate's programs require completion of more than 62 hours, and all require at least a 2.0 cumulative GPA.

**Bachelor's Degree** - Degree awarded upon completion of required courses amounting to at least 124 hours. Some bachelor's programs require completion of more than 124 hours, and all require at least a 2.0 cumulative GPA.

**BBC** - The Babin Business Center is home to the School of Business and the Division of Computer Information Systems.

**Bluebook** - A small book with a blue cover used to record exam essay answers. Bluebooks may be purchased in the bookstore or picked up for free on the second floor of Harris Hall in Counseling and Testing Services.

**“Campo”** - Slang for campus police officer.

**Course Catalog** - The “Google” for academic questions. It includes all graduation requirements, programs of study, course descriptions, academic regulations, etc. The catalog is available on the UAM website. <http://www.uamont.edu/catalogs06.html>

**Chancellor** - The Chancellor is the “head honcho” or President of the University.

**CIS** - Computer Information Systems

**Commuter** - A student that does not live on campus.

**Concurrent Course** - A course taken for both high school and college credit.

**Conditional Academic Standing** - A student whose term GPA or cumulative GPA falls below 2.0 will be placed on conditional academic standing. **Hint:** Conditional academic standing is a warning! If you do not make a 2.0 in your next semester, you will be suspended!

**Co-requisite** - A course you must take before or at the same time as the course you are considering.

**Dean/Unit Head** - The person responsible for running each school, division or unit. For instance, you would report any issues with a math instructor to the Dean for Math and Natural Sciences.

**FAFSA** - The “Free Application for Federal Student Aid” must be completed by students wishing to receive certain scholarships, pell grants, student loans, work-study positions, etc. May be completed online: <http://www.fafsa.ed.gov/index.htm>

**Finalize** - The process of paying your bill and verifying your class schedule. Students with a \$0 balance on their account must finalize their bill. A Student who does not finalize his/her bill will be dropped from classes. **Hint:** Finalize your bill to avoid losing your preferred classes!

**FERPA** - The Family Education and Rights to Privacy Act gives a student privacy rights concerning his or her student records. For more information, contact the Registrar's Office.

# University Calendar

## Fall 2011

August 15 (Mon) - Application deadline for regular registration. Tuition and fees due for preregistered students. Schedule changes for preregistered students.

August 16-19 (Tues-Fri) - Professional Development for faculty and staff.

August 22 (Mon) - Schedule changes. New student orientation. Night registration.

August 23 (Tues) - Open registration.

August 24 (Wed) - First day of classes (regular and first 8-week fast-track\* classes).

August 30 (Tues) - Last day to register or add classes.

September 5 (Mon) - Labor Day Holiday. Offices and classes closed.

October 3 (Mon) - Last day to drop with a W in first 8-week fast-track\* classes.

October 7 (Fri) - Deadline to apply for May graduation.

October 12 (Wed) - Last day to withdraw from first 8-week fast-track\* classes.

October 17 (Mon) - Last day of first 8-week fast-track\* classes.

October 18 (Tues) - First day of second 8-week fast-track\* classes.

November 7 (Mon) - Preregistration for Spring 2012 begins.

November 9 (Wed) - Last day to drop with a W in regular classes; not applicable to fast-track\* classes.

November 18 (Fri) - Preregistration for Spring 2012 ends.

November 23 (Wed) - Classes closed.

November 24-25 (Thurs-Fri) - Thanksgiving Holiday. Offices and classes closed.

November 28 (Mon) - Last day to drop with a W in second 8-week fast-track\* classes.

December 6 (Tues) - Last day to withdraw from class (regular and second 8-week fast-track\* classes).

December 9 (Fri) - Last day of classes.

December 12-16 (Mon-Fri) - Final exam period.

December 21 (Wed) - Fall conferral of degrees.

## Spring 2012

January 3 (Tues) - Application deadline for regular registration. Tuition and fees due for preregistered students.

January 9 (Mon) - Schedule changes. New student orientation. Night registration.

January 10 (Tues) - Open registration.

January 11 (Wed) - First day of classes (regular and first 8-week fast-track\* classes).

January 16 (Mon) - Martin Luther King Holiday. Offices and classes closed.

January 18 (Wed) - Last day to register or add classes.

February 20 (Mon) - Last day to drop with a W in first 8-week fast-track\* classes.

February 24 (Fri) - Deadline to apply for August and December graduation.

February 29 (Wed) - Last day to withdraw from first 8-week fast-track\* classes.

March 5 (Mon) - Last day of first 8-week fast-track\* classes.

March 6 (Tues) - First day of second 8-week fast-track\* classes.

March 19-23 (Mon-Fri) - Spring Break.

April 2 (Mon) - Preregistration for Summer and Fall 2012 begins.

April 4 (Wed) - Last day to drop with a W in regular classes; not applicable to fast-track\* classes.

April 13 (Fri) - Preregistration for Summer and Fall 2012 ends.

April 19 (Thurs) - Last day to drop with a W in second 8-week fast-track\* classes.

April 26 (Thurs) - Last day to withdraw from class (regular and second 8-week fast-track\* classes).

May 1 (Tues) - Last day of classes.

May 2-8 (Wed-Tues) - Final exam period.

May 11 (Fri) - Commencement.

## Summer I 2012 Intersession

May 14 (Mon) - Registration and first day of two-week intersession classes. Last day to register for intersession classes.

May 22 (Tues) - Last day to withdraw from intersession class. Grade will be W.

May 25 (Fri) - Last day of intersession classes. Final exams in those classes.

### Summer I 2012 Regular Session

May 21 (Mon) – Application deadline for regular registration.  
May 25 (Fri) – Self registration for Summer I.  
May 28 (Mon) – Memorial Day Holiday. Offices and classes closed.  
May 29 (Tues) – Registration for undergraduate classes and graduate forestry classes. First day of classes.  
May 30 (Wed) – Last day to register or add undergraduate classes and graduate forestry classes.  
June 4 (Mon) – Registration and first day of 3-week graduate education classes.  
June 18 (Mon) – Last day to drop a 3-week graduate education class. Grade will be W.  
June 21 (Thurs) – Commencement for College of Technology-Crossett.  
June 21 (Thurs) – Last day of 3-week graduate education classes. Final exams for those classes. June 22 (Fri) - Last day to drop other Summer I classes. Grade will be W.  
June 22 (Fri) – Commencement for College of Technology-McGehee.  
June 27 (Wed) – Last day of classes. Final exams.  
June 27-29 (Wed-Fri) – Self registration for Summer II.

### Summer II 2012

June 25 (Mon) - Application deadline for regular registration.  
June 27-29 (Wed-Fri) - Self registration for Summer II.  
July 2 (Mon) - Registration for undergraduate and graduate classes. First day of classes.  
July 3 (Tues) - Last day to register or add classes.  
July 4 (Wed) - Independence Day Holiday. Offices and classes closed.  
July 17 (Tues) - Last day to drop a 3-week graduate class. Grade will be W.  
July 23 (Mon) - Last day of 3-week graduate classes. Final exams for those classes.  
July 27 (Fri) - Last day to drop any remaining Summer II class. Grade will be W.  
August 1 (Wed) - Last day of classes. Final exams.  
August 6 (Mon) - Summer conferral of degrees.

### Fall 2012

August 13 (Mon) - Application deadline for regular registration. Tuition and fees due for preregistered students. Schedule changes for preregistered students.  
August 14-17 (Tues-Fri) - Professional Development for faculty and staff.  
August 20 (Mon) - Schedule changes. New student orientation. Night registration.  
August 21 (Tues) - Open registration.  
August 22 (Wed) - First day of classes (regular and first 8-week fast-track\* classes).  
August 28 (Tues) - Last day to register or add classes.  
September 3 (Mon) - Labor Day Holiday. Offices and classes closed.  
October 1 (Mon) – Last day to drop with a W in first 8-week fast-track\* classes.  
October 5 (Fri) - Deadline to apply for May graduation.  
October 10 (Wed) – Last day to withdraw from first 8-week fast-track\* classes.  
October 15 (Mon) – Last day of first 8-week fast-track\* classes.  
October 16 (Tues) – First day of second 8-week fast-track\* classes.  
November 5 (Mon) - Preregistration for Spring 2013 begins.  
November 7 (Wed) - Last day to drop with a W in regular classes; not applicable to fast-track\* classes.  
November 16 (Fri) - Preregistration for Spring 2013 ends.  
November 21 (Wed) - Classes closed.  
November 22-23 (Thurs-Fri) - Thanksgiving Holiday. Offices and classes closed.  
November 26 (Mon) – Last day to drop with a W in second 8-week fast-track\* classes.  
December 4 (Tues) - Last day to withdraw from class (regular and second 8-week fast-track\* classes).  
December 7 (Fri) - Last day of classes.  
December 10-14 (Mon-Fri) - Final exam period.  
December 19 (Wed) - Fall conferral of degrees.

The University calendar is subject to change.

Still have questions ...

Get your answers on Facebook. The following offices have Facebook pages! Click the facebook option on the bottom right of the UAM main page.



*The Office of Admissions*



*Academic Advising  
& Mentoring*



*UAM Alumni & Friends*



*School of Education*



*School of Forest Resources*



*Office of Financial Aid*

## Still have questions? UAM has answers:

### **EMERGENCY! I won't be able to attend any of my classes.**

Office of Academic Affairs, (870) 460-1033



### **How much does college cost?**

Cashier's Office, (870) 460-1043, Monticello

Cashier's Office, (866) 323-3384 or 870-364-6414, Crossett

Cashier's Office, (800) 747-5360 or (870) 222-5360, McGehee

### **What are the different types of aid? Who can help me with my FAFSA?**

#### **Do I qualify for work-study?**

Office of Financial Aid, (800) 226-2643 or (870) 460-1050, Monticello

Office of Student Services, (866) 323-3384 or (870) 364-6414, Crossett

Office of Student Services, (800) 747-5360 or (870) 222-5360, McGehee

### **Does UAM offer any scholarships?**

Office of Admissions, (800) 844-1826 or (870) 460-1026

### **I'm a Veterans Affairs (VA) student, who can answer my questions about VA funding?**

Office of the Registrar, (870) 460-1034

### **I want to live on campus. Where do I start?**

The Office of Residence Life, (870) 460-1045



### **Will someone help me with my schedule?**

Office of Academic Affairs, (870) 460-1033, Monticello

Office of Student Services, (866) 323-3384 or (870) 364-6414, Crossett

Office of Student Services, (800) 747-5360 or (870) 222-5360, McGehee

### **Help! I've been dropped from classes. I'm transferring, graduating, or just confused.**

Office of the Registrar, (870) 460-1034, Monticello

Office of Student Services, (866) 323-3384 or (870) 364-6414, Crossett

Office of Student Services, (800) 747-5360 or (870) 222-5360, McGehee

### **I've been locked out of my UAM email account!**

Information Technology, (870) 460-1036

### **Who can help me with Blackboard?**

Academic Computing, (870) 460-1663



### **I need WeevilNet help.**

Information Technology (870) 460-1820

## Every Student Needs To Know

### **You Are Not in High School Anymore**

The most important concept you need to grasp is that you should go to class.

- Expect to be challenged.
- Expect to study.
- Expect that you cannot wait until the last minute.

Unfortunately, this lesson is not one that all students easily grasp. Many students enroll their first semester and fail. One failed semester may lead to many destructive results:

- scholarship denial
- conditional academic standing
- financial aid probation
- semester behind in studies

### **Mom Does Not Work at UAM**

No one can take care of you like a parent, but UAM does care. UAM offers tutoring services, mentoring, academic advising, counseling, health services, and much more!

While UAM offers help, you must be responsible enough to seek it. Students often need help but wait until it is too late. Ask for help as soon as you realize you are struggling. For specific information, see "Campus Resources" beginning on page 22.

### **Professors Have Expectations Too**

If you cannot read your handwriting, neither can your professor. Professors *expect* written assignments to be easily readable (often word processed) or you may have points deducted from your grade. Professors *expect* you to exhibit classroom courtesies.

- Be on time.
- Dress appropriately.
- Turn your cell phone off or on silent.
- Don't interrupt while someone else is speaking.
- Use appropriate language.

Professors *expect* you to contact them if you are having trouble with your class. However, you must contact your professor ASAP! Your professor cannot give you help if you wait until the end of the semester to ask for it.

## Strategies for Success

First define your goals. You **do not** have to choose a major to do this. Setting a goal can be as simple as deciding you will try to make an “A” in a class or making a passing grade on an exam. Setting small goals allows you to see your progress and keeps your mind on target.

Attending class, taking notes and studying are keys to being successful. Even if your professor does not require attendance, you should go to class because professors present information in class that may not be in the textbook.

### Good Study Habits

- Design a study schedule for each class.
- Turn off your cell phone, television, and radio!
- Do your homework assignments in a timely manner. Don't wait until 10 minutes before class!
- Review your notes daily.
- You may want to study with other students in your class.
- Don't wait until the day of the test to study.

### Note-taking Tips



- Go to class prepared. Read textbook information before class.
- Don't write everything the professor says. Stick to the main ideas.
- Use abbreviations or text language when possible.
- Follow along in your textbook and write page numbers next to your notes.
- Immediately after class, review your notes to add or clarify information while the lecture is still fresh.
- If you are absent, get the notes from a classmate.

**For more tips like these, visit the Academic Advising website:**

<http://www.uamont.edu/AcademicAdvising/current.htm>

## THE WRITING CENTER

Location: Memorial Classroom Building, Room 113, Monticello

Telephone: (870) 460-1378

Home Page: [http://www.uamont.edu/Arts\\_and\\_Humanities/writingcenter.htm](http://www.uamont.edu/Arts_and_Humanities/writingcenter.htm)

E-mail: [writing@uamont.edu](mailto:writing@uamont.edu)

Mailing Address: P. O. Box 3460, Monticello, AR 71656

Senior-level English majors are available to assist students during all stages of the writing process including prewriting, drafting, revising, proofreading, and publishing at the Writing Center. Writing Center tutors help generate ideas, develop a thesis, organize material, and revise early drafts. The Center's staff and tutors work one-on-one with students on a variety of writing projects: compositions, reports, outlines, business letters, research and fiction. The Writing Center has 25 networked computers with Internet capability to assist students with World Wide Web Research and word processing. Services of the center are free to registered UAM Students.

## OFFICE OF THE CHANCELLOR

870-460-1020

## OFFICE OF THE PROVOST

870-460-1032

## DEANS, CHAIRS AND UNIT HEADS OFFICE NUMBERS

School of Agriculture: 870-460-1091

School of Arts and Humanities: 870-460-1078

School of Business: 870-460-1041

School of Computer Information Systems: 870-460-1538

School of Education: 870-460-1062

School of Forest Resources: 870-460-1049

School of Math and Natural Sciences: 870-460-1016

School of Nursing: 870-460-1069

School of Social and Behavioral: 870-460-1047

Division of General Studies: 870-460-1032

Crossett Campus: 870-364-6414

McGehee Campus: 870-222-5360



## **PUBLIC SAFETY**

(870) 460-1083

The UAM Department of Public Safety is committed to providing quality service and protection to students, faculty, staff and visitors of the University of Arkansas at Monticello. University police officers are law enforcement officers of the State of Arkansas and are professionally trained and certified by the Arkansas Commission of Law Enforcement Standards and Training.

Persons needing **EMERGENCY assistance** at any time should call the Public Safety Office at **460-1000**. General assistance can be obtained by calling 460-1083.

Assistance can also be summoned by pushing the call button on any blue light emergency phone located on the campus.

## **SPECIAL STUDENT SERVICES**

*Monticello Campus*

Harris Hall 120, (870) 460-1026

*Crossett Campus*

College of Technology , (870) 364-6414

*McGehee Campus*

College of Technology , (870) 222-5360

The University ensures that students with special circumstances and/or disabilities are given the same rights and services as other student at the University. Classrooms, administrative, and recreational facilities are accessible. Students with documented disabilities may receive a variety of accommodations, including preadmission planning, adaptive test taking, readers, scribes, classroom accommodations, faculty consultation/notification, taped textbooks, and others.

## **STUDENT PROGRAMS AND ACTIVITIES**

University Center, (870) 460-1396

The office of Student Programs and Activities provides UAM students cultural and entertainment events such as films, lectures, and educational programming. Special events such as Spirit Week, Holiday Festival Week, Black History Month, New Student Weekend, Spring Fling, Greek Week and many others are sponsored through this office as well.

In addition, the Student Government Association (SGA) and the Student Activities Board (SAB) are sponsored through the office.

## **STUDENT HEALTH SERVICES**

University Center, (870) 460-1051

UAM maintains a full-time registered nurse to serve all members of the University community, with primary emphasis upon students. The nurse treats minor ailments, gives general health advice (diet, exercise, etc.), administers prescribed doctor's care, assists in emergencies, and acts as a knowledgeable referral agent. The Office of Student Health Services, located in the University Center, maintains all student health records (460-1051).

## **How to Read a Textbook**

- Step One:** Scan the material for important terms. You will become familiar with the assigned topic.
- Step Two:** Scan the material for answers to the review questions at the end of the chapter. The review questions will give you a general ideal of the lesson's goals.
- Step Three:** Thoroughly read the entire assignment.
- Step Four:** Review what you have read before class. Now that you have scanned, more closely scanned, and then read the materials, a quick re-scanning should prepare you for class.

\*Do **NOT** stop after Step One! Reading and reviewing your entire assignment should give you the knowledge you need to survive a question and answer session with your professor. (Adapted from "How To Get Good Grades in College" by Linda O'Brien.)

## **Coping with Test Anxiety**

Test anxiety effects thinking ability; it can cause you to blank out or have racing thoughts that are difficult to control. Control test anxiety:

- Be well prepared.
- Self-test while reviewing for the exam.
- Maintain a healthy lifestyle.
- Think positively.
- Don't compare yourself to your peers.
- Gather everything you need the night before the exam.
- Get a good night's sleep.
- Get to the exam on time—not too late but not too early.
- Don't talk to your friends about exam material before the exam.
- Sit in an area where you will be least distracted.
- Calm yourself by taking slow deep breaths.
- Read exam instructions carefully.
- Focus only on the exam.
- Don't panic if your peers finish faster than you.
- After the exam, don't talk to your peers about the exam and don't start searching your test materials for the answers.
- Treat yourself!

## **Student Classification**

Determined by credit hours:

0 - 29 hours = Freshman

30 - 59 hours = Sophomore

60 - 89 hours = Junior

90+ hours = Senior

## **Course Levels**

Determined by course number:

1000-level course = Freshman

2000-level course = Sophomore

3000-level course = Junior

4000-level course = Senior

## Required Grade Point Average

To remain in good academic standing, you must maintain a 2.0 GPA. However, if you receive a scholarship you may be required to maintain higher than a 2.0 in order to keep your scholarship. If you are receiving a scholarship and are not sure of your required GPA, please contact the Office of Admissions at (800) 844-1826 or (870) 460-1026.

Students who took concurrent enrollment credit but withdrew or failed may be admitted on conditional academic standing. To check your status, please call the Office of Academic Affairs at (870) 460-1033.

## UAM Email

UAM's primary form of communication with our students is the UAM email server. **Every UAM student automatically gets a free email account.** To set-up your account, go to the UAM website, click "student life," and then click the email icon (pictured at the top of this section). You must check your email frequently to get important updates from offices, such as Admissions, Registrar, Financial Aid, Cashier, etc.

## What is an Academic Advisor?

An academic advisor is someone to guide you through your college experience. Academic advisors are available to discuss your academic expectations, show you what courses your degree requires, and help you decide your best course of action. You should always meet with your advisor before making any important academic decisions.

If you do not know your advisor's name, please check your WeevilNet account. If you do not have an advisor assigned, call the Office of Academic Affairs at (870) 460-1033.

## What is a Student Mentor?

Student mentors are available to help any current UAM student. Mentors understand the demands of college life and will give valuable academic advice to anyone who visits. If you are interested in meeting with a student mentor, please call 870-460-1833 or email Crystal Ratliff at [ratliff@uamont.edu](mailto:ratliff@uamont.edu).

Ways a mentor can help:

- A mentor will listen to your academic problems.
- A mentor will answer questions about your classes, professors, email accounts, etc.
- A mentor will show you around campus.
- A mentor will help you study for exams.
- A mentor will help you design a study schedule to better manage your time.
- A mentor will show you what it takes to be successful at UAM.

## **EXERCISE CENTER**

University Center, (870) 460-1095 or (870) 460-1051

The Exercise Center is a drop-in recreation facility open to all UAM students, faculty, and staff at no charge with a current UAM ID. Available equipment includes treadmills, a Stair Master, Health Riders, upright bikes, recumbent bikes, weight stations and an elliptical machine. The Exercise Center is located on the lower level of the University Center.

## **GENERAL EDUCATION, AND MATH/SCIENCE ASSISTANCE/TUTORIAL LAB**

Any student who desires to be successful in his/her general education classes such as history, microcomputer applications, psychology, mathematics, science, and others, can receive assistance through tutoring services available on the 3rd floor of Harris Hall. Student assistants are available to help with specific assignments as well as helping students develop better study habits and note-taking skills. Assistants will also set up a routine tutoring schedule if needed for any student. Tutoring is offered at no charge.

## **INTRAMURALS**

University Center, (870) 460-1046

A comprehensive quality Intramural and Recreational program offers a wide variety of sports competition, which fosters personal, educational, ethical and physical development. Organizations, residence halls, independent teams and individuals may compete in flag football, volleyball, ping-pong, soccer, tennis, basketball, racquetball, softball, and sand volleyball, etc. Other recreational opportunities include the use of the following outdoor activity areas: sand volleyball courts, four outdoor basketball goals, two horseshoe pits, and three lighted tennis courts. Information on intramural and recreational activities can be obtained from the Director of Intramurals.

## **THE LIBRARY**

Taylor Library and Technology Center, Campus Quadrangle

Telephone: (870) 460-1080

Home Page: <http://www.uamont.edu/library>

Mailing Address: P. O. Box 3599, Monticello, AR 71656

The UAM – Monticello Library and Technology Center is centrally located on the campus and affords a quiet and comfortable environment for study and research. It houses a collection of approximately 170,000 items including monographs, periodicals and microfilms. Students must have a valid UAM Identification Card (ID) to borrow materials from the UAM Library. The UAM Library also has branches at the Crossett and McGehee campuses.

## **HOUSING AND RESIDENCE LIFE**

Harris Hall, (870) 460-1045

The University maintains various housing for faculty, staff, and students. Student housing is available for both single students and students with families. Information concerning rental rates and housing availability can be obtained by contacting the Office of Residence Life.

# Campus Resources, Programs, and Facilities

## ADVISING CENTER

Administration Building, (870) 460-1032

The Advising Center has advisors available to answer your academic questions. Students are welcome to come in and discuss academic policies and procedures, degree programs, class schedules, etc. Pretty much any topic of discussion. Advisors are available from 8:00 a.m. to 4:30 p.m. Monday - Friday. If possible, you should call to make an appointment.

Mentors are also available to help. Mentors understand where you are coming from because they have been in the same position. Mentors are available on a rotating schedule. Please call to make an appointment.

## BOOKSTORE

(870) 460-1655

The University Bookstore sells all required textbooks, supplies, and materials needed for academic studies at UAM. In addition, the bookstore provides other merchandise based on student, faculty and staff needs, such as: computer accessories, UAM T-shirts, fraternity and sorority supplies, UAM logo items, cards, posters, gifts, snacks, and much more. The bookstore sponsors a textbook buyback at the end of each semester.

## CAREER SERVICES

Harris Hall, (870) 460-1453

The Career Services Center, located on the second floor of Harris Hall, provides services to assist students determining career and educational choices. Through both group and individual counseling, the Center tries to help students better understand themselves, their interests, and abilities.

Appointments are generally necessary for individualized assistance, while the Career Library, Employment Listings, and FOCUS programs are available on a drop-in basis from 8:00 a.m. to 4:30 p.m. Monday through Friday.

## COUNSELING AND TESTING

*Monticello Campus,*

Harris Hall 201, (870) 460-1454

*Crossett Campus*

College of Technology, (870) 364-6414

*McGehee Campus*

College of Technology, (870) 222-5360

The Counseling and Testing Services office provides a wide variety of specialized counseling and testing services to prospective and current UAM students. All services are free and confidential in nature.

Appointments can be made in person during the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday or by telephone. Walk-in counseling is also generally available to accommodate students in crisis or emergency situations or consultations.

## General Education Requirements

The following General Education requirements apply to all baccalaureate degrees. It is expected that students will complete the General Education requirements within their first 60 hours. These are not all of your required classes. Your major and minor areas will specify additional course requirements. To graduate with a baccalaureate degree, you must have at least 124 hours (some degrees require more).

**Students must be continuously enrolled in math and English until the General Education requirements have been met.**

### Composition (6 hours)

ENGL 1013 Composition I or ENGL 1033 Honors Composition I  
and  
ENGL 1023 Composition II or ENGL 1043 Honors Composition II

### Fine Arts (3 hours)

One of the following:  
ART 1053 Art Appreciation  
MUS 1113 Music Appreciation

### Speech (3 hours)

One of the following:  
COMM 1023 Public Speaking  
COMM 1043 Honors Speech Communication  
COMM 2203 Interpersonal Communication  
COMM 2283 Business and Professional Speech

### Humanities Cluster (6 hours)

HIST 1013 Survey of Civilization I or HIST 1023 Survey of Civilization II  
and  
ENGL 2283 Survey of World Literature I or ENGL 2293 Survey of World Literature II

### Humanities Elective (3 hours)

To be chosen from the disciplines of Art, Music, Foreign Language, English, or Philosophy

### U.S. History or Government (3 hours)

One of the following:  
HIST 2213 American History I  
HIST 2223 American History II  
PSCI 2213 American National Government

### Psychology or Sociology (3 hours)

One of the following:  
PSY 1013 Introduction to Psychology  
SOC 2213 Introduction to Sociology

### Social Science Elective (3 hours)

To be chosen from the disciplines of Anthropology, Criminal Justice, Economics, Geography, Political Science, Psychology, Social Work, or Sociology

### Mathematics (3 hours)

All students must pass a mathematics course at the 1000-level or above. No math course less sophisticated than College Algebra may be applied toward a baccalaureate degree.

### Basic Sciences (8 hours)

Eight hours from two 3-hour lecture courses with associated 1-hour labs, or two 4-hour courses with integrated labs chosen from two of the following groups:

- (1) Earth Science
- (2) Biology
- (3) Chemistry
- (4) Physics

### Mathematics, Science, or Technology Elective (3 hours)

To be chosen from the disciplines of Biology, Chemistry, Computer Information Systems, Computer Science, Earth Science, Mathematics, Physics, or Physical Science

**Total Hours = 44 hours**

## Registering for Classes

1. Review the class schedule: <http://www.uamont.edu/Schedules/>
2. See instructions for how to read the class schedule below.
3. Choose the classes you would need or would like to take. You get to choose times and days for your classes. However, be prepared, some courses are offered only once each semester.
4. Schedule an appointment with your advisor to discuss your choices. Remember to take your proposed schedule and student ID number with you to the appointment.
5. Your advisor can enter your schedule on specified registration dates.
6. Always preregister! If you wait too long, you may not get the classes you want.
7. Finalize your bill. Students who have a \$0 balance must still finalize.

## Dropping a Class

You **cannot** drop a course simply by not going to class or by checking out of the residence hall.

Pay close attention to the University Calendar on page 5 when deciding to drop a class. If you drop by the “W” deadline (last day to drop with a “W”), you will receive an automatic “W” in the course you are dropping. If you miss the “W” deadline, then you will receive an “F” if you are failing the course or a “W” if you have a “D” or better in the course. To drop a course, you must get a drop slip from the Registrar’s Office and visit with your academic advisor. If you cannot reach your academic advisor, meet with the dean for your major. There is a \$10.00 fee to drop a course.

**UAM IS A SMOKE-FREE CAMPUS**

**and all UAM facilities are tobacco-free.**

**Any person (student, visitor, faculty or staff)  
violating the smoke-free campus policy can be assessed  
a municipal fine ranging from \$100—\$500.**

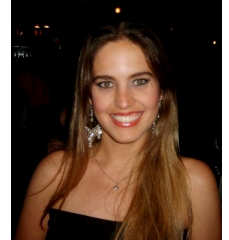
**For information on available tobacco  
cessation resources, contact:**

**Carrie Johnson  
870-367-6234 ext 232  
[johnsonc@uamont.edu](mailto:johnsonc@uamont.edu)**



## **International Students**

**Meet Belle** - Belle is from Curitiba, Paraná in Brazil. Belle came to the United States first as an exchange student in Lake Village, AR. When she decided to continue her education in the United States, she began researching colleges with good nursing programs. She discovered that there was a very good nursing program at UAM.



## About My Country:

Almost 200 million people live in Brazil. This makes it the fifth largest country in the world in terms of population. The official language of Brazil is Portuguese. We are famous for our soccer team and carnival. Our people are very friendly. We love to make friends and always welcome tourists in our country!!!!

## Tips from Belle:

1. Join the International Club. It is a great way of meeting people that are going through the same difficulties as you.
2. UAM has an international week. You will need items from home, such as native dress and things to make a table or display about your home.
  - You may also submit a recipe for the cafeteria to serve during this week.
2. One problem that many international students face is homesickness. Definitely talk to Ms. Mary Whiting because she will help.
3. Ms. Mary also needs to know when you are leaving town. If there is anything you need to do or anywhere you need to go, talk to her first.
4. Try to take in the local culture. The locals are very friendly and hospitable; they will most likely try adapt to your religious or cultural needs.
5. “I’m foreign” is an excuse that will only work for your first few days of class.

# Athletes

Meet Jessica - Jessica is from Woodlawn, AR. She graduated from Woodlawn High School in 2009. She chose UAM because it is close to home, and she loves the small campus environment.



Jessica is a Biology major and a member of the UAM softball program. Jessica said, "My all time favorite thing is UAM softball. The program is outstanding! Secondly, I really like the faculty at UAM. I have found the faculty to be extremely supportive and willing to help out any way possible."

## Tips from Jessica

### Athletes:

You will often miss classes during the semester during which your sport is in season. So tell your professors at the beginning of the semester that you are an athlete and that you will occasionally miss class due to your athletic responsibilities. Your professors will respect you more for being upfront with them.

### Freshmen:

1. Attend all of your classes.
  - Attendance is so important that some professors give you a grade on attendance.
2. It is a good idea to study for a test at least a couple of days before test day.
  - In high school, it was very easy to make A's cramming the night before the test. However, most college exams cover multiple chapters, and it is simply too overwhelming to learn them all in one night.
3. Get to know your fellow classmates.
  - You can form study groups or borrow notes.
  - Also when you begin taking classes for your major, many of the people will be the same faces you see until you graduate.

## NCAA Requirements-

All incoming freshman interested in participating in athletics must register with the NCAA Eligibility Center prior to enrollment at UAM. Students will be required to submit a final official high school transcript from each high school attended and official ACT/SAT scores. The Eligibility Center will determine your academic eligibility, as well as your amateurism certification. For more information on the Eligibility Center, visit [www.eligibilitycenter.org](http://www.eligibilitycenter.org).

Student-athletes must be enrolled in a minimum of 12 hours throughout the entire semester. Once a student-athlete falls below 12 hours, he/she is no longer eligible and allowed to participate with the team.

Student-athletes must pass at least 24 credit hours a year of which 18 must be earned during the fall and spring semesters. Please note courses that are repeated to improve a grade or raise the GPA will not be counted towards eligibility.

Remedial/Developmental Courses (0-level classes) will only count towards eligibility during the student-athlete's freshman year—the first two full-time semesters.

Starting the fifth semester (junior year), student-athletes must designate a major. All courses taken from that point on must count towards their degree and must be passed with a grade that is acceptable for that degree.

GPA requirements for eligibility:

- After a student-athlete's first year and earning 24 hours, he/she must have a GPA of at least a 1.8.
- After earning 48 hours, a 1.9 GPA is required, and
- After earning 72+ hours, a 2.0 GPA is required.

## Healthy Lifestyle Choices

The following is a list of 10 tips for staying healthy while at college.

### 1. Know Your Medical History

Keep a written list that includes dates of immunizations, hospitalizations, allergies, and diseases. Keep a list of current medications taken. Get extra prescriptions and identify a pharmacy near UAM for refills. Make sure you have an insurance card and understand when and how to use it.

### 2. Eat Sensibly

College students often gain weight due to late night eating and overindulgence of junk food. Others lose weight due to stress or skipped meals. Proper nutrition is important for your overall health. Try to eat a balanced diet of whole grains, fruits, vegetables, and adequate amounts of protein. This can help give you the energy to be successful in the classroom and prevent illness.

### 3. Drink Water

Most people do not get nearly enough water. Resist the lure of soda machines and the unlimited soda at the dining hall and get into the habit of drinking water.

### 4. Get Plenty of Sleep!

Many illnesses in college are directly related to lack of sleep. Pulling "all-nighters" and not getting enough sleep aren't helpful to good health or good grades. Headaches are often a signal of too much stress. The recommended amount of sleep for optimal health and well-being is 7-8 hours per night, yet many students sleep fewer than 6 hours.

### 5. Sleep on a regular schedule.

This can be hard for a college student. You may find yourself getting up early three days a week for your morning class and sleeping in until noon on the weekends. As much as possible, though, try to stick to a regular sleeping pattern.

### 6. Exercise Regularly

Improved cardiovascular health, strength and muscle building, and stress relief are among the numerous benefits to regular exercise. Current guidelines recommend 30 minutes of exercise at least three times a week. An easy way to insure that you get in your exercise for the week is to walk to classes every day. Also, all students are eligible to access the UAM University Center recreation facilities. We have a free weight room, gymnasium, racquetball courts and the UAM Exercise Center which has Nautilus weight machines, treadmills, stationary bikes, elliptical machines, water rowers, and stair stepping machines. The university also offers tennis courts, sand volleyball courts, and intramural sports to provide students with a variety of ways to get the exercise they need for healthful lifestyles.

### 7. No Smoking—EVER!

UAM has a non-smoking policy. Smoking is prohibited at all times in all University facilities.

### 8. Abstain from Sexual Activity or Practice Safer Sexual Behavior

In the United States, approximately 1 in 4 college students are infected with a sexually transmitted disease. Taking responsibility, whether through abstinence (the best option) or safer sexual practices, is the key for prevention of sexually transmitted diseases and unplanned pregnancy.

### 9. Develop Good Stress and Time Management Skills!

In order to maintain a healthy balance as a college student, it is critical that good stress and time management skills be developed. You can be quickly overwhelmed with the competing demands of academics, friends and family, and extracurricular activities. By choosing activities wisely and maintaining a consistent and reasonable schedule, you may avoid stress and burnout. If you sense that you are overburdened with tasks and activities, visit the UAM Counseling Center.

### 10. Know Where to Go for Health-Related Assistance

Visit the UAM Student Health Services on the Lower Level of the University Center or the UAM Counseling Center on the 2<sup>nd</sup> floor of Harris Hall whenever you feel sick, physically or emotionally.

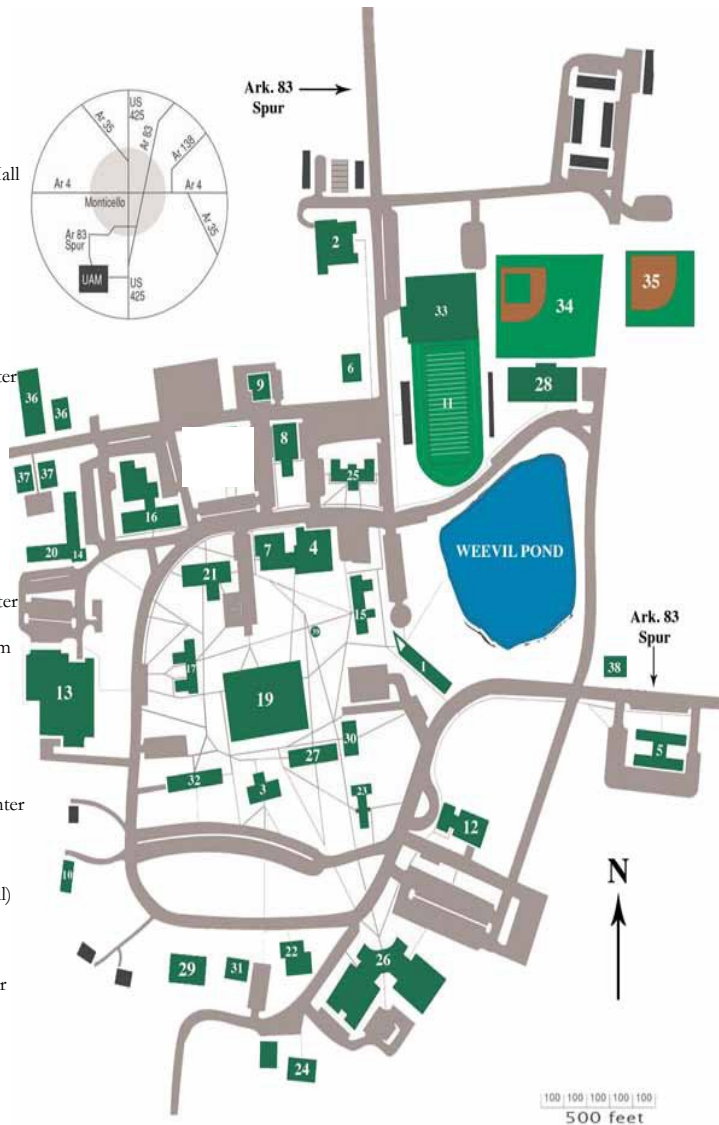
## Where Am I?

It is always a good idea to walk through your schedule before classes actually begin. Doing so will ease some of the tension associated with your first day of class. To locate your classes, use the map below.

# CAMPUS MAP

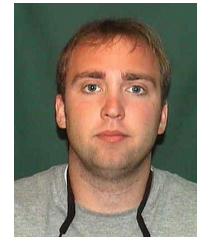
## Legend

- 1 Administration Building
- 2 Agriculture & SEREC
- 3 Babin Business Center
- 4 Band/Choir Rehearsal Hall
- 5 Bankston Hall
- 6 Baptist College Ministry
- 7 Book Store
- 8 Central Heating Plant
- 9 Central Warehouse
- 10 Chancellor's Home
- 11 Cotton Boll Stadium
- 12 Fine Arts Center
- 13 Gibson University Center
- 14 Graphic Design Center
- 15 Harris Hall
- 16 Chamberlin Forest Resources Complex
- 17 Horsfall Hall
- 19 Taylor Library
- 20 Maxwell Hall
- 21 Memorial Classroom Building
- 22 Missionary Baptist Center
- 23 Music Building
- 24 Natural History Museum
- 25 Royer Hall
- 26 Science Center
- 27 Sorrells Hall
- 28 Steelman Fieldhouse
- 29 Tennis Courts
- 30 Wells Hall
- 31 Wesley Foundation Center
- 32 Willard Hall
- 33 Athletic Facility
- 34 Weevil Field (Baseball)
- 35 Blossoms Field (Softball)
- 36 Recycling Center
- 37 University Apartments
- 38 Campus Security
- 39 Centennial Clock Tower



# Transfer Students

Meet James - James is from Osceola, AR. Before coming to UAM,



James attended Arkansas Northeastern College. After completing several of his general education requirements, James decided UAM was the next step. UAM offered James one of the best wildlife programs in the Southeastern United States at a very affordable price. He transferred to UAM in the fall of 2009.

In his free time, James enjoys hunting and fishing, but with studying and campus life, James does not get out as often as he would like. James is a student ambassador and a member of the UAM Wildlife Society.

How does James do it?

“Anything is possible if you are willing to work hard for it.”

## Coursework

1. Be familiar with your degree requirements. I visited with my academic advisor(s) often to discuss my plans.
2. UAM only transfers classes in which you make a “C” or better. However, ask your advisor about the “D” transfer rule during your first semester at UAM.

## Study Tips

1. Get to know your classmates. You may want to participate in a study group.
2. Get to know your professors. It will be easier for you to ask questions during and outside of class.

## Academic Standing

1. If you transfer to UAM with a below a 2.0, you will be admitted on conditional academic standing. You must make a 2.0 for the semester or you will be suspended.
  - Fortunately, I did not have to learn this one through experience.
2. If you keep your grades up, you will be recognized for it. UAM publishes a “Dean’s List” and “Chancellor’s List” after every semester. You could also receive a scholarship if you do well within your field of study.

# Technical Students

**Meet Joshua** - Joshua was born and raised in Crossett, Arkansas. After high school, he started a local lawn service, but after getting married and starting a family, Joshua decided to pursue a career in industrial technology. So the UAM College of Technology at Crossett was the best choice for him. Joshua became an official member of the UAM family in the Fall of 2010. He hopes to graduate in May 2012 with an Associate of Applied Science in Industrial Technology. In the mean time, he will continue to study, work hard, enjoy a little hunting, and spend time with his family.



## Tips from Joshua

1. Always stay ahead on your assignments.
2. Never let the atmosphere intimidate you.
3. Establish a relationship with your professors because they are here to help you succeed.

**Meet Nakia** - Nakia was born and raised in Watson, AR. He graduated with honors from Delta High School in 1993. Immediately following high school, he began college but decided to quit and go to work in order to provide for his family. However, Nakia discovered that you need a college education to get promoted. So he began UAM College of Technology - McGehee in August of 2009, where he declared Health Information Technology as his program of study. Nakia chose the College of Technology at McGehee because of the convenient location, the length of the programs, and the smaller campus size.



## Tips from Nakia

1. Ask for one-on-one help. It builds a strong relationship with your professors.
2. Education is the key to advancement; don't stop trying.
3. You are never too old to get an education.

## Where Can I Park?

1. Vehicles with **faculty/staff decals** shall park where the curb is painted **red**. Vehicles with **commuter decals** shall park where the curb is painted **white**. Vehicles with **resident decals** shall park where the curb is painted **green**. **Yellow curbs denote no parking or loading zones.**



### How to get your decal:

An auto registration fee for the school year must be paid at the UAM Cashier's Office. Receipt of payment, proof of state vehicle registration, and a valid drivers license must be provided to the Department of Public Safety. **The auto registration fee is not automatically added to your bill. You must tell the cashier that you need a decal and ask them to add the fee.**

2. Commuter lots are restricted to vehicles displaying Commuter student permits from 7:30 a.m. to 12:00 noon, Monday through Friday.
3. The University reserves the right to remove by impoundment any vehicle that is parked in such a way as to constitute a serious hazard. The owner of any vehicle that is parked in a designated "Tow Away Zone" or that impedes vehicular or pedestrian traffic movement; the operation of emergency equipment; or the making of essential repairs or services will be required to pay all costs for the removing, impounding and storing of such vehicles. An authorized commercial garage will carry out any towing action. The resulting charges will be paid directly to the towing company by the owner of such vehicles including removal, impounding and storage.
4. Visitors or persons with unregistered vehicles who park in violation, such as on yellow curb or lines, in the roadway, on the grass, on crosswalks, etc., may be issued a Uniform Traffic Parking Ticket which is payable at the Monticello Municipal Court. Other violations, such as parking in a restricted parking lot, will be cited on a University Traffic Citation.
5. Open parking is declared in lots from 5:00 p.m to 7:30 a.m. daily and from 5:00 p.m. Friday through 7:30 a.m. Monday. Most University holidays are considered as open parking days.
6. No parking is allowed on lawns, sidewalks, crosswalks, athletic areas or in areas designated as "Loading Zones" and "Service Entrance".
7. University Apartments A-B parking lots are restricted to residents only 24 hours a day - 7 days a week.

**For more parking regulations or information about Public Safety, try the following link.**

<http://www.uamont.edu/StudentAffairs/PublicSafety/PublicSafety.htm>

## Freshmen



**Meet Olivia** - Olivia is from Monticello, Arkansas. She graduated from Monticello High School in 2010. She enjoys spending time with family, hanging out with friends, shopping, and watching sports. She chose UAM because of its small campus. The professors can give more one-on-one time, and the office staff are very friendly.

Since she has been at UAM, Olivia has served as a UAM Ambassador, joined the Alpha Sigma Alpha sorority, and attended "Renown" at the MBSF on Thursday nights.

### Advice from Olivia

**"Get involved and enjoy college, but most importantly, make good grades by studying hard!"**

#### **Specific Tips:**

1. Time management is very important.
  - You cannot wait until the last minute to do something.
  - Do not put college on the backburner, so you can hang out with your friends.
1. Try not to worry about the small things in life. Focus on the bigger picture: graduation.
2. Your freshman year will either make you or break you.
  - If you do not do well, then you can spend the rest of your time in college trying to dig out of a big hole.

Jessica also gives  
freshman advice.\*

Read her highlight on  
page 20.\*

## Adult Learners (Non-traditional)

**Meet Carrie** - Carrie decided to return to UAM and complete her bachelor's degree after almost 20 years away from college. She has some tips to help returning and part-time students (especially those who commute and have families) get used to college life again.



### How does Carrie cope?

#### College and Family Life

1. Kids and family activities come first, but always find time to stay on top of your studies (even if this means late hours or early mornings). If you fall behind it's not easy to catch up. If you set certain study hours each day it helps you and your children.
2. Try to find some "me" time during the day. Even if that means during the drive to and from campus. You need time to decompress and keep school or work separate from home life.

#### Time Management

1. A calendar or planner is essential. Buy one and use it! Write in assignment due dates, exams, study groups and finals.
2. Always schedule additional time for studying, research and any assignments. I always add 30 minutes on to any time estimate so I don't feel rushed or behind. If you finish early you have "extra" time!

#### Tips and Tools

1. You have an advisor for a reason. Meet with him/her and ask questions. BUT, don't rely completely upon them. Get a copy of the school catalog (or use the one online) and READ IT.
2. Find a way to be involved on campus, even if you're a part-time student. Find an activity you're interested in or a club associated with your major or minor. You'll find a lot of support from other students and you may have more in common with them than you think.
3. Above all else ASK QUESTIONS!! I've found that the administration, faculty and staff are always willing to help and there are no dumb questions.
4. Separate binders, folders or notebooks for each class help with organization. Ones with pockets are great to organize handouts and keep materials together. I keep all my school books and paperwork in a book bag that travels with me from home to work then class.