Undergraduate

Bulletin

2011–2012

Mission and Values of the University of Hartford

As a private university with a public purpose, the University of Hartford engages students in acquiring the knowledge, skills, and values necessary to thrive in, and contribute to, a pluralistic, complex world.

At the University of Hartford we are committed to community. We are an academic community that values integrity, curiosity, creativity, excellence, responsibility, and accomplishment. Enriched by our diversity and our engagement with one another, we take pride in our shared traditions and experiences. We are dedicated to building a culture that respects all of its members and celebrates their contributions as we work together to strengthen our community.
The University of Hartford admits students without regard to race, gender, color, creed, sexual orientation, age, physical ability, national or ethnic origin, or disability status to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, gender, color, creed, sexual orientation, age, physical ability, national or ethnic origin, or disability status in the administration of its educational policies, admission policies, scholarship and loan programs, and athletics and other school-administered programs.

Undergraduate and Graduate Bulletins are published separately. All colleges of the University are covered in the Undergraduate Bulletin; only those colleges offering graduate degrees are listed in the Graduate Bulletin.

When requesting a Bulletin, please indicate colleges for which information is desired. It is imperative to give your ZIP code.

Admission requirements, fees, rules and regulations, and academic programs are presented in official Bulletins of the University. The right, at any time, to make whatever changes may be deemed necessary is specifically reserved.

The information contained in this Bulletin is subject to change at any time. It is intended to serve only as a general source of information about the University and is in no way intended to state contractual terms.

For information on admission, write to the Office of Admission and Student Financial Assistance, University of Hartford, 200 Bloomfield Ave., West Hartford, CT 06117-1599; or e-mail admission@hartford.edu.

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# Degree and Certificate Programs

## Undergraduate Study

### College of Arts and Sciences
- Associate in Arts
- Associate in Science
- Bachelor of Arts
- Bachelor of Science
- Certificate Programs

### Barney School of Business
- Bachelor of Science in Business Administration

### College of Education, Nursing and Health Professions
- Associate in Science
- Bachelor of Arts
- Bachelor of Science
- Bachelor of Science in Nursing
- Certificate Programs

### College of Engineering, Technology, and Architecture
- Associate in Science
- Bachelor of Science

### Hartford Art School
- Bachelor of Fine Arts

### The Hartt School
- Bachelor of Arts
- Bachelor of Fine Arts
- Bachelor of Music
- Music Education Certification
- Diploma

### Hillyer College
- Associate in Arts

### University Studies
- Associate in Arts in Liberal Arts
- Associate in Science in Paralegal Studies
- Bachelor of Arts
- Bachelor of Science in Paralegal Studies

## Graduate Study

### College of Arts and Sciences
- Master of Arts
- Master of Science
- Doctoral Program in Clinical Psychology

### Barney School of Business
- Master of Business Administration
- Accelerated Master of Business Administration
- Master of Science in Accounting and Taxation
- Certificate Programs in Graduate Studies

### College of Education, Nursing and Health Professions
- Master of Education
- Master of Science
- Master of Science in Nursing
- Master of Science in Prosthetics and Orthotics
- Sixth-Year Certificate
  - (Certificate of Advanced Graduate Study)
- Doctor of Education
- Doctor of Physical Therapy

### College of Engineering, Technology, and Architecture
- Master of Architecture
- Master of Engineering

### Hartford Art School
- Master of Fine Arts

### The Hartt School
- Master of Music
- Master of Music Education
- Certificate of Advanced Graduate Study
- Graduate Professional Diploma
- Artist Diploma
- Doctor of Musical Arts
- Doctor of Philosophy
Academic Calendar 2011–2012

Fall 2011

August
Preview Session 5 ....... Friday–Saturday 26–27
Residence halls open for
new students only........... 10 a.m. Saturday 27
First-year student Orientation:
Lift off ........ 12 p.m. Saturday–Monday 27–29
University Convocation .... 5:30 p.m. Saturday 27
Residence halls open for
returning students .......... 12 p.m. Sunday 28
Final registration ......... 9 a.m.–4 p.m. Monday 29
Classes begin............... 8 a.m. Tuesday 30

September
Labor Day—University holiday .....Monday 5
Last day to withdraw from a class
and receive 60% tuition credit.......Monday 12
Last day to change from audit to
credit status .................. .Monday 12
Academic performance warning
notification period begins ........ Tuesday 13
Last day to withdraw from a class
and receive 40% tuition credit......Monday 19
Last day to drop a course and have
it deleted from your record .........Monday 19
Degrees awarded to those completing
requirements in summer .......... Saturday 24
Last day to withdraw from a class
and receive 20% tuition credit—
no further tuition credit after
this date.......................... Monday 26
University Enrollment
Census .......................... 4:30 p.m. Friday 30

October
Last day to file January degree
applications.......................... Friday 14
Hawktober Weekend ....... Friday–Sunday 21–23
(Parents and Homecoming)

November
Advance registration for full-time
undergraduates begins .... 8:30 a.m. Tuesday 1
Advance registration for part-time
and graduate students ...... 8:30 a.m. Tuesday 1
Last day to drop a course
and receive a grade of W ........... Monday 7
Last day to change to Pass/No Pass
or from Pass/No Pass to
to letter grade ...................... Monday 7
Last day to change from credit to
audit status* ....................... Monday 7
Thanksgiving recess
begins ......................... 10 p.m. Tuesday 22
All residence halls will remain open.
Classes resume .................. 8 a.m. Monday 28

December
Fall Commencement Ceremony .......... Sunday 4
Academic performance warning
notification period ends ........... Monday 12
Last day to resolve I grades from
preceding term to avoid change
from I to F (undergraduates
only) ................................ 10 p.m. Monday 12
Classes end ..................... 10 p.m. Monday 12
Final examinations begin .... 8 a.m. Tuesday 13
Note: Final exam schedule includes
Saturday as a scheduled exam day.
Final examinations end ...... 10 p.m. Monday 19
Residence halls close.......... 8 a.m. Tuesday 20

Winterterm 2012

January
Winterterm begins .............. 9 a.m. Monday 3
Winterterm ends ............. 10 p.m. Monday 17

*Students are not eligible to take advantage of special audit
fees at this time. In order to have a special audit fee, students
must declare audit status when they first register for the
course.
Spring 2012*

January
Residence halls open .......... 12 p.m. Sunday 22
Final registration........ 9 a.m.–4 p.m. Monday 23
Classes begin............... 8 a.m. Tuesday 24
Degrees awarded to those completing requirements in fall .... Saturday 28

February
Recommended date for new incoming students (freshmen and transfer) to submit 2012–13 FAFSA to U.S. Department of Education to ensure adequate time for processing ...... Wednesday 1
Last day to withdraw from a class and receive 60% tuition credit .... Monday 6
Last day to change from audit to credit status ------------------ Monday 6
Academic performance warning notification period begins .............. Tuesday 7
Last day to file May degree applications ------------------------ Friday 10
Last day to withdraw from a class and receive 40% tuition credit .... Monday 13
Last day to drop a course and have it deleted from your record ... Monday 13
Last day to withdraw from a class and receive 20% tuition credit—no further tuition credit after this date --------------- Monday 20
University Enrollment Census ---------------------- 4:30 p.m. Friday 24

March
Required date for returning students applying for financial aid to submit 2012–13 FAFSA and all other documents to U.S. Department of Education to ensure adequate time for processing------------------------ Thursday 1
Academic performance warning notification period ends .............. Friday 16
Spring recess begins .......... 5 p.m. Saturday 17
All residence halls will remain open.
Classes resume ................ 8 a.m. Monday 26

April
Advance registration for full-time undergraduates begins----------------------------- 8:30 a.m. Monday 2
Advance registration for part-time and graduate students----------------------------- 8:30 a.m. Monday 2
Last day to drop a course and receive a grade of W .................. Monday 9
Last day to change to Pass/No Pass or from Pass/No Pass to letter grade---------------- Monday 9
Last day to change from credit to audit status** ----------------------------- Monday 9

May
Academic performance warning notification period ends.................. Monday 7
Last day to resolve I grades from preceding term to avoid change from I to F (undergraduates only) --------------------- 10 p.m. Monday 7
Classes end .................. 10 p.m. Monday 7
Reading Day ........... 8 a.m.–10 p.m. Tuesday 8
Final examinations begin...8 a.m. Wednesday 9
Note: Final exam schedule includes Saturday as a scheduled exam day.
Final examinations end......10 p.m. Tuesday 15
Residence halls close for students not receiving May degrees .......... 1 p.m. Wednesday 16
Commencement .................. Sunday 20
Residence halls close ........... 5 p.m. Sunday 20

Summerterm 2012

May
Summer
Session I May 21–July 2 (6-week session)
May 21–July 16 (8-week session)

July
Summer
Session II July 9–August 16 (6-week session)

*Arrangements must be made by each faculty member to make up instructional time that may be lost because of emergency closing.

**Students are not eligible to take advantage of special audit fees at this time. In order to have a special audit fee, students must declare audit status when they first register for the course.
# Religious Observance Calendar 2011–2012

**Policy regarding religious holidays:** Classes are held. Students observing these days will be granted excused absences from all classes and an opportunity to make up any tests or exams given on these days.

## Fall 2011

### August

*Eid-al-Fitr .......... Begins sundown Tuesday*  
**Note:** This Muslim holy day begins at sundown on Tuesday, August 30, and continues until darkness on Wednesday, August 31. The Islamic calendar is lunar and depends on the actual sighting of the new moon; therefore, the actual dates may differ by a day or two.

### September

*Ramadan ............. Begins sundown Friday*  
**Note:** First day of the Muslim fasting month begins at sundown on Friday, September 23, and continues until darkness on Sunday, October 23. The Islamic calendar is lunar and depends on the actual sighting of the new moon; therefore, the actual dates may differ by a day or two.

*Rosh Hashanah*  
**Note:** This holiday officially begins at sundown on Wednesday, September 28, and continues until darkness on Friday, September 30.

## October

*Yom Kippur .......... Begins sundown Friday*  
**Note:** This holiday officially begins at sundown on Friday, October 7, and continues through darkness on Saturday, October 8.

*Sukkot ............. Begins sundown Wednesday*  
**Note:** This holiday officially begins at sundown on Wednesday, October 12, and continues through darkness on Wednesday, October 19.

*Shmini Atzeret*  
**Note:** This holiday officially begins at sundown on Wednesday, October 19, and continues through darkness on Friday, October 21.

## November

*Eid-al-Adah .......... Begins sundown Sunday*  
**Note:** This Muslim holy day begins at sundown on Sunday, November 6, and continues until darkness on Monday, November 7. The Islamic calendar is lunar and depends on the actual sighting of the new moon; therefore, the actual dates may differ by a day or two.

## Spring 2012

### February

*Ash Wednesday ............... Wednesday*  
**Note:** Student’s class may conflict with scheduled on-campus mass.

### April

*Passover .......... Begins sundown Friday*  
**Note:** The first two days of this holiday are celebrated from sundown on Friday, April 6, until darkness on Sunday, April 8; the last two days of the holiday are celebrated from sundown on Thursday, April 12, until darkness on Saturday, April 14.

*Good Friday ................. Friday*  
**Note:**

### May

*Shavuot .......... Begins sundown Saturday*  
**Note:** This holiday officially begins at sundown on Saturday, May 26, and continues until darkness on Monday, May 28.
Resources

Detailed information may be obtained from the resources listed below. For information in categories other than these, write to the Office of Admission and Student Financial Assistance.

The mailing address for all University of Hartford offices is University of Hartford, 200 Bloomfield Ave., West Hartford, CT 06117-1599.

For numbers not listed below, call the University’s main number, 860.768.4100.

<table>
<thead>
<tr>
<th>Resource and Location*</th>
<th>Department</th>
<th>Phone</th>
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</thead>
<tbody>
<tr>
<td>Admission—Graduate Services (C&amp;AC)</td>
<td>860.768.4317</td>
<td></td>
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<tr>
<td>Admission—Undergraduate (BH) Richard Zeiser</td>
<td>860.768.4296</td>
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<tr>
<td>Bursar (C&amp;AC)</td>
<td>860.768.4999</td>
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<tr>
<td>Billing Inquiries—Student Administrative Services Center</td>
<td>860.768.4717</td>
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<tr>
<td>Collections Department</td>
<td>860.768.4360</td>
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<tr>
<td>FFEL Loan Disbursements</td>
<td>860.768.4440</td>
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<tr>
<td>Perkins Loan Processing</td>
<td>860.768.5226</td>
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<tr>
<td>Third-Party Billing</td>
<td>860.768.4287</td>
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<tr>
<td>Career Center (GSU)</td>
<td>860.768.4388</td>
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<tr>
<td>Cooperative Education</td>
<td>860.768.4352</td>
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<td>Student Employment</td>
<td>860.906.5016</td>
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<tr>
<td>Consortium for Higher Education, Hartford</td>
<td>860.768.4482</td>
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<tr>
<td>Disabled, Counselor to c/o Student Affairs (GSU)</td>
<td>860.768.5129</td>
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<th>Emergency Calls</th>
<th>From Residence Halls</th>
<th>Intercampus</th>
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<tr>
<td>Financial Assistance (BH)</td>
<td>860.768.4296</td>
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<tr>
<td>Foreign Student Advisor for Immigration Concerns</td>
<td>Richard Lazzerini</td>
<td>860.768.4873</td>
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<tr>
<td>Health Services (Sports Center)</td>
<td>860.768.6601</td>
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<tr>
<td>Information Desk and Campus Events Hotline (GSU)</td>
<td>860.768.4806</td>
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<td>International Center (GSU)</td>
<td>860.768.5100</td>
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<tr>
<td>Judicial Office (GSU)</td>
<td>860.768.4413</td>
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<tr>
<td>Libraries (GC)</td>
<td>Randi Ashton-Pritting</td>
<td>860.768.4268</td>
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<tr>
<td>Mortensen, Reference</td>
<td>860.768.4142</td>
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<td>Art</td>
<td>860.768.4397</td>
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<td>Circulation</td>
<td>860.768.4264</td>
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<td>Interlibrary Loan</td>
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<td>Periodicals</td>
<td>860.768.4811</td>
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<tr>
<td>Music</td>
<td>Linda Blotner</td>
<td>860.768.4491</td>
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<tr>
<td>LINCS (Learning in Noncredit Settings) (C&amp;AC)</td>
<td>860.768.4371</td>
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<tr>
<td>Media Relations (University Commons)</td>
<td>David Isgur</td>
<td>860.768.4340</td>
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<tr>
<td>Multicultural Programs (GSU)</td>
<td>860.768.5122</td>
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<td>Newspaper, Student (GSU)</td>
<td>860.768.4723</td>
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<tr>
<td>Notary Public</td>
<td>860.768.4206</td>
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<tr>
<td>Bursar’s Office</td>
<td>860.768.7985</td>
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<tr>
<td>Public Safety</td>
<td>860.768.4775</td>
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<td><strong>Resource and Location</strong>*</td>
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<tr>
<td>Off-Campus Housing (GSU)</td>
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<td>Orientation (GSU)</td>
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<td>Parking</td>
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<tr>
<td>Permit (Facilities Building)</td>
<td>Public Safety</td>
<td>860.768.7985</td>
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<tr>
<td>Ticket payment (C&amp;AC)</td>
<td>Business Office</td>
<td>860.768.4205</td>
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<tr>
<td>President (C&amp;AC)</td>
<td>Walter Harrison</td>
<td>860.768.4417</td>
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<tr>
<td>Publications (University Commons)</td>
<td>Trish Charles</td>
<td>860.768.4379</td>
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<tr>
<td>Public Safety (Facilities Building)</td>
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<td>Radio Stations</td>
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<td>WSAM-AM (University Commons)</td>
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<td>WWUH-FM (GC)</td>
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<td>860.768.4703</td>
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<tr>
<td>Registrar (C&amp;AC)</td>
<td>Doreen Lay</td>
<td>860.768.5565</td>
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<tr>
<td>Grades</td>
<td></td>
<td>860.768.4460</td>
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<tr>
<td>Registration Inquiries</td>
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<td>860.768.4999</td>
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<td>Transcripts</td>
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<td>860.768.4588</td>
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<td>Religious Cultural Center (GSU)</td>
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<td>Religious Counselors (GSU)</td>
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<td>860.768.4899</td>
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<tr>
<td>Residential Life, Office of (F complex)</td>
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<td>860.768.7792</td>
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<td>ROTC (BH)</td>
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<td>860.768.4296</td>
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<td>Sports Center</td>
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<td>860.768.5070</td>
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<tr>
<td>Sports Hotline</td>
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<td>860.768.5555</td>
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<tr>
<td>Student Affairs</td>
<td></td>
<td>860.768.4260</td>
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<tr>
<td>Student Government Association (GSU)</td>
<td></td>
<td>860.768.4775</td>
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<tr>
<td>Summer and Winter Programs (C&amp;AC)</td>
<td>R. J. McGivney</td>
<td>860.768.4401</td>
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<tr>
<td>Television News, Channel 2 (Student) (GSU)</td>
<td></td>
<td>860.768.5213</td>
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<tr>
<td>Television Studio (Division of Media Technology Services) (GC)</td>
<td></td>
<td>860.768.4776</td>
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<tr>
<td>University Physical Therapy, LLC</td>
<td></td>
<td>860.768.5335</td>
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<tr>
<td>Work-Study Program (BH)</td>
<td></td>
<td>860.768.4296</td>
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<tr>
<td>Yearbook (GSU)</td>
<td></td>
<td>860.768.4724</td>
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***Locations***

<table>
<thead>
<tr>
<th>Dept</th>
<th>Location</th>
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<tbody>
<tr>
<td>BH</td>
<td>Bates House</td>
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<tr>
<td>C&amp;AC</td>
<td>Auerbach Computer and Administration Center</td>
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<td>GSU</td>
<td>Gengras Student Union</td>
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<td>GC</td>
<td>Harry Jack Gray Center</td>
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<tr>
<td>UTH</td>
<td>United Technologies Hall</td>
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**Web Resources**

- Bursar: [http://uhaweb.hartford.edu/bursar](http://uhaweb.hartford.edu/bursar)
- Registrar: [http://uhaweb.hartford.edu/registrar](http://uhaweb.hartford.edu/registrar)
- Student Administrative Services Center: [http://uhaweb.hartford.edu/sasc](http://uhaweb.hartford.edu/sasc)