

# General Information

**T**he University of Hartford offers a variety of academic programs available at few universities of its size yet strives to foster individual attention. With more than 500 full-time and 1,100 part-time graduate students, the campus is large enough to achieve the goals of a university without becoming a massive, impersonal institution. Many opportunities for career preparation can be realized within 30 graduate degrees and several post-baccalaureate certificates or diplomas offered by the University.

Bachelor's degree programs are offered in the College of Arts and Sciences; the Barney School of Business; the College of Education, Nursing and Health Professions; the College of Engineering, Technology, and Architecture; and in the professional schools of art (Hartford Art School) and performing arts (The Hartt School), and University Studies. Two-year associate's degree programs are offered in the College of Arts and Sciences, Hillyer College, and the College of Engineering, Technology, and Architecture. Associate's degree programs are also provided in most of the other schools. Transfer opportunities to the baccalaureate programs are available for associate's degree graduates. Non-credit programs are offered by the Center for Professional Development and The Hartt School Community Division.

In addition to the graduate degree programs available in six of the schools, Sixth-Year Certificate programs are offered by the College of Education, Nursing and Health Professions and The Hartt School. The Barney School of Business also offers certificate programs in the major business disciplines.

The Doctoral Program in Clinical Psychology is offered by the College of Arts and Sciences; the degrees of Doctor of Educational Leadership and Doctor of Physical Therapy are offered by the College of Education, Nursing and Health Professions; and the degrees of Doctor of Musical Arts and Doctor of Philosophy are offered by The Hartt School.

All degree programs of the University of Hartford carry regional and state accreditation or licensure.

Students who are highly motivated to seek advanced degree work are welcome. Student opinions are respected. In turn, students are ex-

pected to respect the rights of other members of the college community. The University is committed to the concept of a free, democratic spirit of inquiry and discussion on campus. Close student-faculty contacts are encouraged by keeping the average class size small and by stressing the importance of teaching.

Students may pursue research that cuts across departmental lines and involves more than one school.

All faculty and staff at the University of Hartford are keenly aware of the challenges facing students and alumni as a consequence of the rapid evolution of today's global economy. The University aims to produce graduates who possess the skills and credentials to achieve satisfying careers, and to this end, there is close cooperation between the Office of Career Services and faculty academic advisors and internship coordinators. Students are encouraged to make an appointment early in their course of graduate study with a career counselor in the Office of Career Services to begin exploring potential occupational outcomes.

The University combines the vitality of youth with a rich heritage of the past. It was founded in 1877, when the first of its three original schools was established. The Hartford Art School (1877), Hillyer College (1879), and The Hartt School (1920), all well-recognized institutions of higher education, joined in 1957 to form the University of Hartford. The University is an independent, coeducational, nonsectarian institution. The variety of its programs attracts a diverse student body from the urban and general metropolitan area, from about three-fourths of the states of the Union, and currently, from 66 foreign countries.

The University of Hartford, an independent institution, is supported by its fees and by the gifts of alumni, friends, corporations, and foundations.

It is governed by a self-perpetuating board of regents, of which the president of the University is a member. Faculty, students, and alumni are represented on the board of regents.

## **Mission of the University of Hartford**

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At the University of Hartford we provide a learning environment in which students may transform themselves intellectually, personally, and socially. We provide students with distinctive educational experiences that blend the feel of a small, residential college with an array of academic programs and opportunities characteristic of a large university. Through relationships

with faculty and staff dedicated to teaching, scholarship, research, the arts, and civic engagement, every student may prepare for a lifetime of learning and for personal and professional success.

## Accreditation and Memberships

The University of Hartford is accredited by the Board of Higher Education of the state of Connecticut and by the New England Association of Schools and Colleges, which accredits schools and colleges in the six New England states. Membership in the association indicates that the institution has been carefully evaluated and found to meet standards agreed upon by qualified educators.

The two graduate health professions programs in the College of Education, Nursing and Health Professions are accredited by the following agencies: the **Physical Therapy** program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association, 111 North Fairfax St., Alexandria, VA 22314, tel. 703.7063245. The **Nursing** program in the College of Education, Nursing and Health Professions through the master's degree is accredited by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, D.C. 20036-1120, tel. 202.887.6971. The Nursing program is a member of the American Association of Colleges of Nursing, the National League for Nursing, and Connecticut League for Nursing.

The **teacher education** programs, through the Sixth-Year Certificate programs, including teacher education in music, are accredited by the National Council for the Accreditation of Teacher Education and by the Connecticut State Department of Education.

The **Educational Leadership** program is approved by the National Council for Accreditation of Teacher Education (NCATE) and the Educational Leadership Consortium (ELCC). The Connecticut State Department of Education has approved the Connecticut certification programs in Intermediate Administration or Supervision and Superintendent of Schools.

In the College of Arts and Sciences, the Doctor of Psychology program leading to the **Doctor of Psychology (Psy.D.) in Clinical Psychology** is fully accredited by the American Psychological Association. Any questions regarding the program's accreditation may be directed to Office of Program Consultation and Accreditation, American Psychological

Association, 750 First St., NE, Washington, DC 20002-4242; 202.336.5979. The **School Psychology** program is nationally accredited through the National Association of School Psychologists and National Council for the Accreditation of Teacher Education partnership (NASP/NCATE).

The **Hartford Art School** is accredited by and holds membership in the National Association of Schools of Art and Design.

The **Hartt School** is accredited by, and holds membership in, the National Association of Schools of Music, the National Association of Schools of Dance, and the National Association of Schools of Theater.

The College of Engineering, Technology, and Architecture's undergraduate programs in **electrical, civil, and mechanical engineering**, both day and evening, are accredited by the Engineering Accreditation Commission (EAC) of the Accreditation Board for Engineering and Technology (ABET). Contact ABET at 111 Market Place, Suite 1050, Baltimore, MD 21202-4012; 410.347.7700; www.abet.org.

The **Master of Architecture** program is accredited by the National Architectural Accrediting Board (NAAB) 1735 New York Avenue, NW, Washington, DC 20006; www.naab.org.

The Board of Higher Education of the State of Connecticut accredits the **College of Engineering, Technology, and Architecture's Master of Engineering** program. According to ABET regulations, ABET does not accredit both undergraduate and graduate programs at the same institution.

The University is a member of the American Society for Engineering Education (ASEE) and the Association of Collegiate Schools of Architecture (ACSA). The **Barney School of Business** holds membership in, and is accredited by, AACSB International—The Association to Advance Collegiate Schools of Business. AACSB International accreditation represents the highest standard of achievement for business schools worldwide. Institutions that earn accreditation confirm their commitment to quality and continuous improvement through a rigorous and comprehensive peer review. AACSB International accreditation is the hallmark of excellence in management education.

AACSB International accreditation assures stakeholders that business schools

- manage resources to achieve a vibrant and relevant mission,
- advance business and management knowledge through faculty scholarship,

- provide high-caliber teaching of quality and current curricula,
- cultivate meaningful interaction between students and a qualified faculty, and
- produce graduates who have achieved specified learning goals.

The University is an institutional member of the Council of Graduate Schools in the United States.

### **Statement of Nondiscriminatory Policies**

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Consistent with the requirements of Title IX of the Education Amendments of 1972, as amended, the University does not discriminate on the basis of gender in the conduct or operation of its educational programs or activities, including employment therein and admission thereto. The University admits students without regard to race, gender, creed, color, age, physical ability, sexual orientation, or national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the University. It complies with Title VI of the Civil Rights Act of 1964, as amended, and does not discriminate on the basis of race, gender, creed, color, age, physical ability, sexual orientation, or national or ethnic origin in the administration of its educational policies, admission policies, scholarship and loan programs, and athletics and other University-administered programs. The University of Hartford hereby provides notice to its students, employees, applicants, and others that it supports the language and intent of Section 504 of the Rehabilitation Act of 1973 (and regulations issued pursuant thereto), which prohibits discrimination on the basis of disability in its educational programs and activities, including admission and access to the University.

The dean of students (Gengras Student Union, 860.768.4260) is the individual designated to coordinate efforts by the University to comply with and carry out requirements under Title IX and Section 504.

Inquiries concerning the application of Title IX, Section 504, and Title VI may be referred to the Regional Director, Office of Civil Rights, U.S. Department of Education, Boston, MA 02109.

### **Drug and Alcohol Policy Statement**

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The University complies with the requirements of the Federal Drug-Free Workplace Act of

1988, and the Federal Drug-Free Schools and Communities Amendments of 1989. The University subscribes to the guidelines recommended by the State of Connecticut Department of Higher Education for the elimination of drug and alcohol abuse in the educational environment.

The manufacture, distribution, dispensing, possession or use of controlled substances is prohibited on the campus of the University of Hartford. The Connecticut General Statutes impose severe penalties for violations. Under Section 21a-277, the illegal manufacture, distribution, sale, prescription, and/or dispensing of any controlled substance, for a first offense, could result in imprisonment for not more than 15 years and a fine of not more than \$50,000. Subsequent offenses carry even harsher penalties. Section 21a-278 carries additional penalties, including the possibility of life imprisonment.

The manufacture, unsanctioned/unlawful distribution, dispensing, possession, or use of alcoholic beverages is prohibited on the campus of the University of Hartford. University employees, students, and guests are expected to comply with all laws and regulations governing alcoholic beverages, including laws prohibiting the furnishing or serving of alcoholic beverages to minors. The sale of alcoholic beverages, except as permitted by law, is prohibited by the state of Connecticut. Penalties for violating this law could include, for each offense, a fine of up to \$1,000 and/or imprisonment for up to one year. Sale to minors is also prohibited and carries penalties of up to \$15,000 and/or imprisonment of up to 18 months. Relevant sections of the Connecticut General Statutes include Sections 30-74, 30-77, 30-86, 30-87, 30-88a, 30-89, and 30-113.

### **University Statement on Diversity**

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As an institution of higher learning, the University of Hartford strives to be more than merely a mirror of the larger society: it fosters learning and encourages the personal growth of students in an environment that promotes and celebrates diversity. Accordingly, our goals are

- to become an open, honest, disciplined, and caring community where the unique qualities of each person are fully appreciated to create on the campus a community reasonably reflective of the racial and other diversity of the larger society, but in which that diversity is managed and supported for the benefit of all; and

- to balance the rights of individuals and the concerns of the institution, so that all of our members are treated with respect and the larger goals of the University are fully understood.

Each student, faculty member, and member of the staff deserves the full respect and courteous treatment of other members of the University family, regardless of race, gender, age, religion, national origin, disability, or sexual orientation.

Institutional efforts to promote community imply certain expectations regarding the behavior of members of the community. We do not tolerate acts of incivility, bigotry, violence, racial or sexual harassment, or substance abuse. Conduct counter to these expectations is considered to be a serious offense against our community and the rights of its members and will be dealt with severely.

### **The Family Educational Rights and Privacy Act of 1974**

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The University complies with the Family Educational Rights and Privacy Act (FERPA), which affords students certain rights with respect to their education records:

1. The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

Students should submit to the registrar, dean, head of the academic department, or other appropriate official, written requests that identify the record(s) they wish to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the official to whom the request was submitted, that official shall advise the student of the correct person to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Addi-

tional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception that permits disclosure without consent is disclosure to University officials with legitimate educational interests. A University official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position, including law enforcement unit personnel and health staff); a person or company with whom the University has contracted, such as an attorney, auditor, or collection agent; a person serving on the board of regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her task.

A University official has a legitimate educational interest if he/she needs to review an education record in order to fulfill his or her professional responsibility.

The Act allows the University to issue directory information. This would include name, address, telephone number, dates of attendance, degrees and awards received, major field of study, and similar information. Any student objecting to the release of directory information should bring this to the attention of the registrar. Upon written notification, the directory information will be withheld.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA are Family Policy Compliance Office, U.S. Department of Education, 600 Independence Ave., SW, Washington, DC 20202-4605.

### **Life at the University**

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The University emphasizes three cardinal elements: superior teaching by a strong, well-trained faculty; a personal interest in total development of the individual student; and a warm-hearted spirit among students, staff, and faculty. Students pursue their studies in an atmosphere that is conducive to growth, both academic and personal. Classes are intellectually free and stimulating; most are small enough to permit a close relationship between student and teacher.

The academic program is paramount. In addition, opportunities are provided for the broadening of interests and social relationships, for leadership and service, for participation in a constructive sports and recreation program, and for the building of lasting friendships.

**Cultural Opportunities.** The University of Hartford has gained a wide reputation for the quality of cultural activities and fine arts exhibitions that take place on campus. More than 400 performances in the form of student and faculty concerts and recitals are presented at The Hart School for the enjoyment of the Greater Hartford public and the University community. The Joseloff Gallery of the Hartford Art School exhibits works by student, faculty, and guest artists; conducts a visiting artist program; and presents films, workshops, and other special events.

University Players, the student theatre group, presents stage productions in the fall and spring. Outstanding films are screened frequently during the academic year. In addition, the University offers lecture series, debates, seminars, and special exhibitions. A growing African American music program has made it possible for the entire campus to become better acquainted with this music form that has uniquely enriched the offerings of American musicians.

The many fine resources of Connecticut's capital region are available for the development of the students' cultural and intellectual interests. These include excellent libraries, museums, theaters, and symphony orchestras. A progressive and rapidly growing urban center, Hartford also provides students with many opportunities to participate in community services.

**Code of Student Conduct.** All University of Hartford students possess certain rights and privileges together with corresponding duties and responsibilities. Every student is entitled to freedom of action as a necessary expression of scholarly activity. Each individual is due respect of his/her personal dignity and property. In turn, he/she is responsible for maintaining standards of conduct that do not interfere with the rights of others or with the effective functioning of the University as a center of inquiry and learning.

Students are admitted to the University with the understanding that they accept the University's basic principles and Code of Student Conduct. Violations of University regulations will result in appropriate penalties, including suspension or expulsion from the University. The student handbook, *The Source*, is issued by the Student Affairs Office and contains both the

Academic Honesty Policy and the University Code of Student Conduct.

**Student Conduct.** The University Student Code of Conduct addresses conduct violations that are not academic. Through this code students are held accountable for their behavior. The code provides for boards that hear appeals concerning parking tickets issued by the Public Safety Office and violations of the University's code of punishable misconduct. The code also clearly states judicial policies and procedures.

**Academic Honesty.** The purpose of the academic honesty policy is to provide a clear statement to students and faculty of the University's expectations regarding academic honesty and to set forth procedures for the enforcement of this policy.

### **Office of Student Affairs**

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A professional staff headed by the vice president for student affairs directs a variety of services and programs designed to complement the academic experience and to provide personalized support toward the student's individual development. Included are the following:

**Health Services** (<http://uhaweb.hartford.edu/health>). The University of Hartford and Connecticut state law require that *all* matriculating students enrolled who were born after 12/31/56 must be protected against measles, mumps, and rubella (MMR). Immunization records showing proof of two doses of measles (the first administered on/after 1/1/69 and on/after the first birthday and the second on/after 1/1/80), one dose of rubella (administered after the first birthday), and one dose of mumps (administered after the first birthday) are *required* to be sent to Health Services. (Those students born after 1980 still must show proof of two doses.) The disease history is *not* acceptable. Laboratory evidence of an immune titer is acceptable. MMR vaccines are available at Health Services. In addition, residential students are required to submit documentation of immunization against meningococcal infection.

Students remaining out of compliance by October 1 for the current academic year with state of Connecticut regulations concerning MMR will be charged a \$50 semester late fee for each semester their records are not complete.

Payment of the health fee, which includes accident insurance coverage in addition to the health and counseling services, is required for any graduate student who expects to engage in intercollegiate or intramural sports, or lives on campus. Students electing the health fee must

have a completed health form in addition to the immunization records. These medical health forms are essential.

All full-time international graduate students are urged to have both accident and sickness insurance during their stay at the University.

The University's physicians see those patients who have elected health coverage by appointment on campus and are on call at all times that Health Services is open during the fall and spring semesters while classes are in session. During these times, Health Services is also staffed on site by nurse practitioners and staff nurses to handle medical problems. The University has excellent arrangements with nearby hospitals and physicians to provide for more serious emergencies and extended care.

**University Physical Therapy, LLC**, a private-practice corporation, located in the Health Services area, is open to the public and the University community for referrals. The clinic is also used by degree candidates in physical therapy for their integrated clinical experiences.

**Health Insurance.** For further information about the Accident Insurance Policy, please contact the current agent, Hilb, Rogal & Hobbs, at 860.278.1320 or 800.624.4184. Insurance claim forms are available at Health Services. It is the student's responsibility to submit all claims. A health insurance policy covering medical and surgical hospitalization is available to students on an optional basis. It is strongly urged that students not fully covered provide themselves with this coverage at the low student rate. Details are available in the Office of Student Affairs.

**Counseling and Psychological Services** (<http://uhaweb.hartford.edu/caps>) offers a variety of psychological services to students at the University of Hartford. Short-term individual, couples, and group counseling is available for students who need and want help with personal, social, academic, and emotional problems. For those students who require specialized or long-term services, the Counseling and Psychological Services staff can arrange appropriate referrals to other professional agencies off campus.

All counseling is confidential. Appointments are made by calling or stopping by the Counseling and Psychological Services office in Gengras Student Union, room 313.

**Career Services.** Career advising and assistance in finding professional work, internships, and student employment are available to all full-time and part-time matriculated students, with

many services also available to alumni. Early exploration of career fields is encouraged through a wide range of workshops and programs, internships, a career resource library, self-assessment tools, and individual sessions with professional counselors. Students may also meet with volunteers from our Career Mentor Network, a group of alumni, parents, and friends of the University who have volunteered to meet with students seeking career advice and information.

Various programs and services assist students in obtaining employment after graduation. These programs include on-campus and off-campus interviews for graduating students, career fairs, professional job and internship databases, and seminars and workshops on practical topics, such as résumé writing, interviewing skills, and job-search strategies. Many informational and employment resources are available through the Career Services website at [www.hartford.edu/career](http://www.hartford.edu/career). The Office of Career Services is located in Gengras Student Union, room 309.

**Experiential Education.** Internships and cooperative education opportunities assist students in integrating academic study with related professional training. Supervised by faculty advisors, such experiences enable students to explore career possibilities and to make informed career decisions by applying classroom learning in a workplace environment. In addition, many internships offer a stipend or salary, enabling students to help defray the cost of a college education. Experiential education always involves three parties: the student, the employer, and the student's academic advisor. It is the student's responsibility to ensure that academic credit for such experiences is approved by the appropriate academic advisor.

The Career Services office assists students and their academic advisors in finding internships and cooperative education opportunities that meet the requirements of participating academic programs. An online database of identified experiential education or internship opportunities may be found at the Career Services website, [www.hartford.edu/career](http://www.hartford.edu/career).

For more information, contact Career Services at 860.768.4287, GSU 309.

**Student Employment.** Career Services also provides assistance to enrolled undergraduate and graduate students seeking part-time, summer, or temporary employment to help meet their educational expenses and to gain work experience. Available opportunities are listed on

the University's *CareerBridge* service, which may be found at [www.hartford.edu/career](http://www.hartford.edu/career).

**International Center.** The International Center provides specialized services to international students and scholars. It is also an information resource for American students.

The primary role of the International Center is to assist international students in their successful adjustment to living in a new culture. Assistance is provided through interpreting U.S. social customs, explaining the educational system, and addressing personal concerns (e.g., finances, health, schooling for dependents, housing, language, academic skills) directly or by referral to the appropriate office. The center sponsors social events; assists in organizing an annual, campuswide, international culture program; advises a number of international student groups; and provides a special section of the orientation program for international students.

The center also provides immigration advising and referral to our international community.

Programs that strengthen international understanding are organized by the International Center. In addition, the center directly assists international student groups wishing to present programs that will help the University community better understand other lands and cultures. The center also organizes workshops and training sessions to help international students and Americans in the University community learn from one another.

The center is located in Gengras Student Union, rooms 327 and 330. Its website is <http://uhaweb.hartford.edu/intcenter>.

**Office of Multicultural Programs.** The Office of Multicultural Programs has a commitment to promote understanding, appreciation, and respect for diversity on campus and in the community at large. It provides services and programs to help students of color realize their full academic potential. The Office of Multicultural Programs actively reaches out to African American, Asian American, Native American, West Indian, Puerto Rican, and Latino students through programs and activities that assist in their transition to the campus.

The Office of Multicultural Programs provides a variety of supportive services designed to help students of color adjust socially and academically to the University. These services include (a) support and general assistance in adjustment to campus life; (b) sponsoring/cosponsoring seminars and workshops covering topics pertinent to today's university student;

(c) information regarding scholarship resources available to assist in financing a student's education; (d) ongoing contact with students and assessment of needs and concerns, with referrals made to appropriate campus resources. Students are also encouraged to form study groups and utilize tutoring services as needed.

In order to foster cross-cultural awareness, interaction, and dialogue, the office sponsors a variety of educational/cultural programs during the academic year. These programs involve faculty, students, and staff. The office advises Brothers and Sisters United, Naciones Hispanas Unidas, Caribbean American Student Association, the University of Hartford Gospel Choir, Men of Color Alliance, WSAM Radio, and the Spirit Squad. For more information, call 860.768.5122.

**Women's Center.** The University of Hartford Women's Center is a department within the division of Student Affairs, located in Gengras Student Union, room 213. The mission of the Women's Center is to promote an atmosphere of empowerment through education, activism, and advocacy, as well as to foster a community equitable for all people. This mission is accomplished through campus and community outreach, educational programming and resources, and providing a safe, supportive, and accessible space for both women and men.

In addition to sponsoring a variety of educational programs and workshops for the campus, the Women's Center encourages and facilitates student involvement with the local community. These local programs provide students an opportunity to supplement their academic knowledge with practical experience and to develop a sense of civic responsibility.

Housed in the Women's Center is a resource library with a collection of books, periodicals, and computer equipment designed to provide access to current information on a variety of issues relevant to student life.

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## Student Services and Programs

**Center for Graduate and Adult Academic Services.** Graduate admissions, open houses, and admission advising for all schools are services coordinated through the Center for Graduate and Adult Academic Services in the Auerbach Computer and Administrative Services Building, room 231. The hours of operation for the center are Monday through Thursday, 8:30 a.m. to 7 p.m., and Friday, 8:30 a.m. to 4:30 p.m. Call 860.768.4371 for more information.

**Student Administrative Services Center.**

The Student Administrative Services Center (SASC) provides a “one-stop shopping” service for student-related administrative processes that include registration, payment, enrollment verification, access to academic records, and basic financial aid information.

The SASC unit offers the following features:

- an express transaction window for simple registration and payment activity, including rush transcript requests
- consultation with a specialist to assist with more complex issues
- student access to online services at computer kiosks

SASC provides enhanced service to students through its case-management approach. Students work with a well-trained client-service specialist who is responsible for navigating students through the various stages of enrollment and financial services. If there are unresolved issues, the SASC specialist is responsible for following up on them until they are resolved.

The unit is located on the second floor of the Administration and Computer Center building.

Hours: Monday–Thursday 8:30 a.m.–6 p.m.  
 Friday 8:30 a.m.–3 p.m.  
 During peak registration periods, hours may be extended.

Phone: 860.768.4999

E-mail: [SASC@hartford.edu](mailto:SASC@hartford.edu)

Website: [uhaweb.hartford.edu/sasc](http://uhaweb.hartford.edu/sasc)

**Bursar.** For information regarding tuition, fees, loan disbursements, and financial arrangements, students should contact the Bursar’s Office, room 218, Computer and Administration Center. Normal business hours are from 8:30 a.m. to 4:30 p.m., Monday through Friday. Detailed information is available at [www.hartford.edu](http://www.hartford.edu), quicklink “Bursar.” For billing and payment inquiries, please contact the Student Administrative Services Center.

**Registrar.** All official academic records and grades are held in the Registrar’s Office, located on the second floor of the Computer and Administration Center. The office is open from 8:30 a.m. to 4:30 p.m., Monday through Friday.

**Note:** The following services and programs are primarily sponsored and financed by the undergraduate Student Government Association. Priority for services and the holding of elected positions, therefore, is reserved for undergraduate students. Wherever possible, however, assistance will be extended also to graduate students.

*Graduate student participation in the group programs and activities will be welcomed.*

**Peer Advocate.** The student peer advocate acts as an advocate for students on both academic and judicial matters. The office receives, reviews, and recommends action on grievances pertaining to any area of University life. The office is located in Gengras Student Union, room 307.

In addition to solving immediate problems, the student peer advocate is charged with the responsibility of reducing the number and degree of student problems by detecting patterns of complaints and recommending desirable changes in policies and procedures.

**University Physical Therapy, LLC,** a private-practice corporation, is available for referrals. The clinic is used by degree candidates in physical therapy for integrated clinical experiences.

**Campus Ministry.** Protestant, Roman Catholic, and Jewish clergy, who currently form the Department of Chaplains (located in Gengras Student Union, room 153), are available for personal counseling and conversation with interested individuals and to assist students in worship, study, and discussion groups, service and action projects, events, and other religious activities. The clergy help students to serve in various capacities through churches, synagogues, and other religious institutions in Greater Hartford.

**Hillel Foundation.** Hillel’s mission is to bring Jewish students together in a welcoming, supportive environment. Hillel actively seeks to engage uninvolved Jewish students on their own terms, to provide them with opportunities to experience the Jewish culture in a way that is meaningful and appealing to them. Students are empowered to take responsibility for their Jewish identity, whether they wish to participate in a community service project or social event, express themselves artistically, engage in informal Jewish learning, or attend religious services. Any student may participate in Hillel; no membership is required. Hillel is committed to a pluralistic vision of Judaism that embraces all movements.

**Newman Club.** The Newman Club provides a foundation for Catholic students to live and grow in their faith through social, educational, spiritual, and community service activities. Programming is student-led and -planned. Meetings are open to all who have interest in Catholic life on campus. A Catholic priest serves as the

advisor to the Newman Club. He also is available for spiritual direction and counseling. Mass is celebrated every Sunday and holy day on campus during the academic year.

**Protestant Student Organization.** The Protestant Student Organization (PSO) brings together students with diverse Christian backgrounds who seek a spiritual dimension in their lives. Activities include service, worship, prayer, and discussion, with an annual weekend retreat. A fellowship supper and worship service is offered every Sunday evening. PSO activities are focused on value and identity formation, mutual support, and adapting a practical Christianity.

**Contemporary Christian Fellowship.** The Contemporary Christian Fellowship is a non-denominational Christian organization that provides a variety of weekly meetings: large-group praise/worship/social/teaching meetings twice a week, men's and women's Bible studies, and weekly group prayer meetings. It is the goal of the organization to provide a comfortable Christian worship and learning environment where all are welcome.

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## Campus Media

**The Informer**, a weekly student newspaper at the University of Hartford, is published Thursdays during the academic year. With its offices located on the lower level of Gengras Student Union, the newspaper offers students, regardless of major or class standing, the opportunity to gain valuable hands-on experience in the areas of writing, editing, layout, photography, and advertising. The newspaper's major sections include campus news, features, and sports. *The Informer's* phone number is 860.768.4723.

**WWUH Radio**, a noncommercial FM station broadcasting at 91.3 FM, operates as a community service of the University of Hartford. Managed by students and community volunteers, its objective is to enable the University to extend its educational and cultural communications to the Greater Hartford area. The station offers students valuable hands-on experience in the fields of broadcasting, music/arts management, engineering, and promotions. WWUH operates year-round from studios and offices located in the lower level of the east wing of the Harry Jack Gray Center. WWUH presents programming not readily available in the area, including the finest in jazz, folk, urban, alternative rock, classical, and ethnic music programs, in addition to award-winning public affairs

and news programming. Students are invited to call 860.7684703 or to stop by the studios to get more information on how to join the staff. WWUH maintains a listener line (860.768.5913) where students can request a copy of the current Program Guide. Our website, <http://wwuh.org>, includes Realaudio allowing WWUH programming to be heard throughout the world.

**WSAM Radio** is operated entirely by University of Hartford students. WSAM's signal is broadcast at 610 on the AM band, 106.3 on the FM band, and on the University's cable system channel 4. WSAM's signal is also piped into the residential dining hall in University Commons. Besides providing practical on-air experience, WSAM offers hands-on experience in the operation and management of a radio station. WSAM provides alternative music, news, sports (including live coverage of Hartford Hawks basketball, baseball, lacrosse, and soccer), and campus affairs programming. Located in the lower level of the University Commons, WSAM's phone number is 860.768.4238.

**Channel 2 News**, with offices in GSU 151 and studios in the Harry Jack Gray Center, produces one of the few live student-run television newscasts in the country. The newscast is aired live each Friday afternoon at 4 p.m. on the University's cable system and rebroadcast several times the following week. Produced totally by students, Channel 2 News covers campus events, the weather, and Hartford Hawks sports. Working on the weekly telecast provides students with an opportunity to learn about all aspects of television news production, including reporting, writing, video photography, editing, and directing. Channel 2 News may be reached by calling 860.768.5213.

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## The Campus

The 320-acre main campus of the University is located at 200 Bloomfield Avenue in an attractive residential area, situated partly in Hartford, West Hartford, and Bloomfield, overlooking the city of Hartford four miles away. It is easily accessible to the major highways and to air, rail, and bus transportation.

The University's Asylum Avenue branch campus, a mile from the main campus, is home to the **Center for Professional Development**. The center's programs, open to the community, include career planning assistance for adults, the Entrepreneurial Center, the Institute for Leader-

ship & Talent Management, the Child Care Aide Training Program, the IT Community Support Project, and other continuing education programs.

The main campus houses these facilities:

**Bates House**, a large, white frame building, the original structure on the campus, contains the Office of Admission and Student Financial Assistance. **Alumni House**, a short distance from the campus, houses the development and Alumni Affairs offices.

**Beatrice Fox Auerbach Computer and Administration Center**. The University of Hartford's commitment to the education of students in the multitude of areas related to computing is demonstrated by the construction in 1983 of the Beatrice Fox Auerbach Computer and Administration Center.

The center houses Information Technology Services (ITS), which supports both academic and administrative computing functions; the Computer Support Center, where students and faculty can get basic computer support and obtain information and documentation on services and software available; and the Computer Learning Center, where students have access to PCs, scanners, and printers for personal or academic use.

ITS maintains dozens of computer and network servers providing e-mail and Web-page accounts, Web-based access to mail, Web access to grades and registration information, and streaming audio and video services. The University's administrative computing systems are also housed and maintained by ITS. ITS's computer lab PCs provide Web browsers; e-mail access; Web-page creation software; access to specialized software, such as SAS, SPSS, and Discrete Math; and the Microsoft Office Professional software suite. The general-access computer labs are located in Auerbach Hall (room AH113), Dana Hall (room D412), the main floor of Mortensen Library, and the Computer Learning Center (room CC114). All of the University's residences are connected to the servers, the campuswide network, and the Internet via the "port-per-pillow" Residential Network (3,200 ports). Dial-up access to the network and the Internet is provided for commuter students via 72 high-speed, dial-up modems. The entire academic side of campus, along with the Asylum Avenue campus, also offers wireless access.

On the center's second floor are the offices of the Registrar, the Bursar, the Student Administrative Services Center, the coordinator of Vet-

erans' Affairs, the Perkins Loan Program, the Director of Planning and Institutional Research, the Office of Summer and Winter Programs, the Center for Graduate and Adult Academic Services, and the All-University Curriculum office.

The third floor provides space for the executive officers of the University, including the president, the provost, and the dean of graduate studies. The University secretary and general counsel and the head of the Faculty Senate also have offices on the third floor.

**Beatrice Fox Auerbach Hall**. This building houses the Barney School of Business; the College of Education, Nursing and Health Professions' Department of Nursing and Department of Educational Leadership; the departments of English and of Rhetoric and Professional Writing; and the English Language Institute.

**East Hall**. In addition to classrooms, this building houses the College of Arts and Sciences' Department of Psychology and the Graduate Institute of Professional Psychology.

**Alfred C. Fuller Music Center**. Consisting of Paranov Hall, Millard Auditorium, and O'Connell Hall, the Alfred C. Fuller Music Center, which houses The Hartt School, contains modern facilities for the study of music and other performing arts.

**Hillyer Hall**. Offices of the College of Arts and Sciences (humanities and social sciences), the College of Education, Nursing and Health Professions' dean's office and Department of Education and Human Services, and Hillyer College are in Hillyer Hall, which also houses classrooms, the Educational Technology Laboratory, the Gilman Family Center for Communication Technology, the English language laboratory, Auerbach Auditorium, and the Esphyr Slobodkina Urquhart Children's Reading Room.

The **Integrated Science, Engineering, and Technology (ISET) Complex** interconnects the *Charles A. Dana Hall*, *United Technologies Hall*, and a new *Biology-Chemistry Building*. The complex is designed to create a synergism among engineering, engineering technology, science, mathematics, computer programs, and health profession disciplines. For a listing of departments and programs in each of the buildings, please see the descriptions below.

**Biology-Chemistry Building**. Opened in 2005, this ISET building is approximately 40,000 square feet in total size and contains the College of Arts and Sciences' Chemistry and Biology departments. The building has modern laborato-

ries and research facilities for biology and chemistry, and also houses the Environmental Engineering Laboratory and the College of Education, Nursing and Health Professions' Clinical Laboratory Science Laboratory.

**Charles A. Dana Hall** houses the College of Arts and Sciences' Department of Mathematics and its Physics and Computer Science programs; the College of Education, Nursing and Health Professions' departments of Physical Therapy and Health Sciences; the College of Engineering, Technology, and Architecture's engineering and technology laboratories and research facilities; University Studies' Interactive Information Technology program; and classrooms.

**United Technologies Hall.** This ISET building contains the dean's office of the College of Engineering, Technology, and Architecture; the engineering and technology faculty and laboratories; the college's Engineering Application Center; and classrooms.

**Visual Arts Complex.** The Hartford Art School occupies several facilities for visual arts instruction centrally located on the University campus. All art school facilities offer barrier-free access for the handicapped.

**Gengras Student Union.** The Gengras Student Union (GSU) is the hub of the University of Hartford campus. It serves as a gathering place for students, faculty, staff, alumni, parents, and guests of the University, who take advantage of its many services. These services include the Office of Student Centers and Activities, a Campus Concierge booth, North and South Cafeteria dining areas, meeting rooms, and Suisman Lounge. GSU is the focal point for many of the social, cultural, and recreational activities of the University and is frequently used for events scheduled by the Greater Hartford community.

The Gengras Student Union provides office space for many student organizations, including Brothers and Sisters United, Naciones Hispanas Unidas, University Commuter Association, Greek Life, *Icon* yearbook, *The Informer* newspaper, Channel 2 News, the Muslim Student Association, Orientation, Program Council, the Student Government Association, Spectrum, and Peer Advocate.

It also provides a number of services to assist student organizations in program planning and organizational effectiveness. Student organiza-

tions receive assistance from the GSU to schedule meeting rooms or programs in GSU or other campus facilities, as well as information about community service, volunteering, leadership opportunities, and other services available on campus.

Also located in GSU are offices of the Dean of Students, ARAMARK campus dining service, Career Services, Campus Chaplains, Counseling and Psychological Services, a Fleet Bank branch and an ATM, GSU and Konover Campus Center facilities scheduling and Administrative Office, the International Center, Mail Services, and Multicultural Programs.

The operating hours of Gengras Student Union *during the academic year* are

Monday–Friday	7:30 a.m.–11 p.m.
Saturday–Sunday	12 noon–11 p.m.

**Konover Campus Center.** The Konover Campus Center, adjacent to a small pond, provides a large hall for lectures, movies, concerts, dances, and other events; and also houses the Java City Coffee Shop. It is managed and reserved through the Gengras Student Union Office in GSU 205. Operating hours of the Konover Campus Center *during the academic year* are

Monday–Friday	7:30 a.m.–11 p.m.
Saturday–Sunday	12 noon–11 p.m.

**Lincoln Theater** provides Greater Hartford with a performing arts center of great flexibility. Adaptable staging and seating, with a capacity of 716 to 1,100, and advanced technical-production capabilities ensure the most effective showcasing. Hartt School performances, films, popular student acts, corporate events, and other community use of the theater make it a vital and highly visible part of the University of Hartford. Lincoln Theater also houses the University of Hartford Box Office, which handles ticket sales for the majority of events sponsored by the University.

**The Mort and Irma Handel Performing Arts Center,** on the University's Albany Avenue campus, houses The Hartt School Theatre, Dance, and Community Division dance programs. It contains two theatres, five dance studios, four rehearsal halls, and a complement of office and instructional space.

**Hartford Courant Arts Center.** This is the home of The Hartt School's Dance Division, Community Division, and graduate vocal program. It contains rehearsal spaces, classrooms, and studios.

**Harry Jack Gray Center.** In addition to the William H. Mortensen Library and the Mildred P. Allen Memorial Library, Harry Jack Gray Center contains the Gray Conference Center, including Wilde Auditorium; the Joseloff Gallery; the University bookstore; studios for art, radio, and television; the School of Communication; the College of Engineering, Technology, and Architecture's programs, faculty, and facilities in architecture; and the 1877 Club Restaurant, the University's upscale buffet-menu restaurant. The Gray Center is a great attraction for business and civic conferences, special student events, and provides a setting for multidisciplinary learning.

The **Sports Center** is a comprehensive athletics complex that not only showcases the University's intercollegiate programs but also provides recreational resources for the entire campus community. It encompasses 130,000 square feet of space and provides a home for intercollegiate, intramural and club sports, fitness and health-related activities, and recreation and socializing for students, faculty, staff, and alumni.

Highlighting the Sports Center is a 4,977-seat main arena, the Chase Family Arena, home to the University's basketball teams and other intercollegiate programs. The arena is also used for a variety of special events throughout the year.

The facility features an NCAA competition-size swimming pool; courts for volleyball, badminton, squash, and racquetball; and two fitness and weight rooms (a free-weight room and a 2,800-square-foot area with Eagle Cybex equipment). Six lighted tennis courts are located behind the Sports Center, adjacent to the soccer fields. The Sports Center offers such amenities as a pro shop, meeting rooms, concession areas, locker rooms with saunas, classrooms for sports and leisure classes, athletics staff offices, and a study hall for student-athletes.

The *Yousuf Al-Marzook Athletic Fields* behind the Sports Center are used for intercollegiate competition and practices, fitness and leisure classes, and intramurals. The area is equipped with lights that allow for night play.

The *Mary Baker Stanley Pool*, a 25-meter outdoor swimming facility for warm-weather use, is located directly behind the Sports Center.

**Operations Building.** Located in the northeast corner of the campus, the building houses the Public Safety and Purchasing departments as well as facilities for Operations and Maintenance.

**Parking.** In order to park a motor vehicle in any University parking area, all students must register the vehicle with the Department of Public Safety and obtain a current parking permit. This is done through the University of Hartford self-service portal or from the Public Safety website, <http://publicsafety.hartford.edu>. The permit must be purchased prior to or *immediately upon bringing the vehicle to campus*. Students will be billed for the parking permit. Permits are not transferable to another person or vehicle.

If, for any reason, students must operate a motor vehicle not displaying a University of Hartford parking permit, they must post the vehicle online through the University of Hartford's self-service portal or the Public Safety website, or visit the Department of Public Safety office immediately upon arrival on campus and give the vehicle registration number, state, location parked, and other required information so the vehicle will not be ticketed. Commuters who alternate the use of two vehicles may obtain a permit for the second vehicle at a reduced rate upon verification of ownership.

Prior to 4:30 p.m., commuter students may park in lots B, K Commuter, A Annex (at the rear of A lot), and in unrestricted red spaces of lot D, as well as areas of lots C and F. After 4:30 p.m., commuter parking is allowed in the above-noted areas and in nonreserved spaces in lots A, H, Gengras staff lot, and K Faculty/Staff. Commuters may also park in the front lot of the Sports Center during the hours the facility is open and in front of the residence complexes, University Commons, and Regents Park from 7 a.m. to midnight. Parking in lot M is allowed from 7 a.m. to 2 a.m. Refer to the pamphlet "Your Car on Campus" for more detailed information.

Resident students are assigned to resident parking lots on a first-come, first-served basis. Students must follow the procedure for registration of resident vehicles. This information is posted on the parking page of the Department of Public Safety website.

Students and others registering vehicles online are directed to an electronic version of "Your Car on Campus," a brochure of the rules and regulations governing parking and operating a vehicle on campus. It is recommended that a copy of the brochure be printed for reference when the parking agreement is signed electronically.

*Please note that the University of Hartford is primarily a pedestrian community, and Connecticut state law dictates that pedestrians have the right of way.*

## University Libraries

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**University Libraries** comprises the William H. Mortensen and Mildred P. Allen Memorial libraries. Mortensen and Allen libraries, located in the Harry Jack Gray Center, are convenient both to residential halls and to academic facilities.

Collections in Mortensen Library, which is located in the center of the Harry Jack Gray Center, include the arts, sciences, humanities, the University archives, and a special collection in Judaica. The Allen Library is located on the upper level of the east wing of the Gray Center, adjacent to The Hartt School, and houses music, dance, and performing arts resources. Both libraries offer self-service photocopying and printing machines.

The Mortensen Library collection has holdings of more than 600,000 books, journals, microforms, videos, DVDs, and art plates. Approximately 3,400 scholarly journal subscriptions in electronic and paper form are maintained and supplemented by numerous databases. More than 100 PCs, iMacs, and laptops, as well as four collaborative computer pods (cPods), are available in Mortensen Library. Academically appropriate Internet subject resources may be accessed through the library network. (The extensive University Libraries Web pages may be accessed at <http://library.hartford.edu>). The library catalog provides Web access to all scholarly resources managed by University Libraries. Additionally, University community members with University of Hartford e-mail accounts (available from Information Technology Services) may access restricted databases and electronic journals from outside the campus network.

The Mortensen Library serves the general University community, offering reference and instructional programs. Formal instruction is conducted in the Woods Family Classroom, located on the main level. The library is open Monday through Thursday from 8 a.m. until midnight, Friday from 8 a.m. until 6 p.m., Saturday from 10 a.m. until 6 p.m., and Sunday from noon until midnight. Special hours are observed during the summer and holidays. There are videotape and DVD workstations in Mortensen Library for viewing the growing collection of more than 2,500 videotapes and DVDs. Group study areas are available. The Mortensen Library also offers the Dorothy Goodwin Café, a welcoming space for the entire community.

The Mildred P. Allen Memorial Library, located adjacent to The Hartt School on the second floor of the east wing of the Harry Jack Gray Center, provides reference and circulating materials in the fields of music, dance, music theatre, and related arts. In the collection of more than 80,000 items are more than 22,000 recordings, including Hartt School performances. The 37,000-volume music collection includes standard works in study score and performing editions, as well as historical sets and scholarly editions. The library houses a 22,000-volume book and journal collection. Subscriptions to more than 400 online and print journals allow students and faculty to remain abreast of current research. In addition, the Allen Library website presents extensive resources in music, dance, theatre, and the performing arts (<http://library.hartford.edu/allen>). The library catalog provides Web access to all of the scholarly resources managed by University Libraries. Members of the University community with University of Hartford e-mail accounts (available from Information Technology Services) may access restricted databases and electronic journals from outside the campus network.

The Allen Library's facilities include 25 public iMacs that provide desktop and laptop access to online resources. CD players, turntables, cassette decks, and DVD players, installed at eight carrels and in three listening rooms, are available for listening to and viewing items in the collection. There are two seminar rooms: one is scheduled for official classes; the other is used for group study.

The Allen Library is open Monday through Thursday from 8:30 a.m. until 11 p.m., Friday from 8:30 a.m. until 6 p.m., Saturday from 11 a.m. until 5 p.m., and Sunday from noon until 11 p.m. Special hours are observed during the summer and holidays.

Interlibrary resource-sharing services are supplemented by the libraries of the 10 colleges and universities in the Hartford Consortium for Higher Education; all consortium libraries are open to University of Hartford students and faculty for research and reference. Faculty, staff, and doctoral students at 31 Connecticut institutions of higher education may also borrow resources from Council of Connecticut Academic Library Directors participating institutions. Ask at the Mortensen Library Circulation Desk for information. Students who obtain a borrowing card from a Connecticut public library may borrow from all public libraries in the state.

## Food Services

**University Commons** is centrally located to all residence halls. This all-you-care-to-eat facility offers a variety of cutting-edge American entrees, ethnically inspired foods, vegetarian selections, and more.

**Gengras Café\*** is a walk-through bistro located in the Gengras Student Union. Visit the Food Court for favorites like Grille Works and Pan Geos Pasta. Bene Pizza serves great pizza specialties, calzones, and its signature Asiago rolls. Also enjoy homemade soups, fresh salads, and sushi to go.

**1877 Club Restaurant**, in the Harry Jack Gray Center, offers an upscale buffet menu in a restaurant-style setting. Dining Dollars and HawkCASH are accepted.

**Village Market** is centrally located in the heart of the campus. Village Market offers a vast array of products, from fresh-baked breads and bulk candy to a full line of dairy products, health and beauty aids, kosher and organic food sections, and more.

**Market City Deli** offers fresh-made soups, hot sandwiches, grinders, and panini. Grab-and-go items as well as premade sandwiches are available.

**Hawk's Nest,\*** our late-night restaurant, is a popular place for students to socialize with their friends, watch large-screen TV, and enjoy live entertainment. It features Pizza Hut, burgers, chicken sandwiches, fresh salads, Colombo frozen yogurt, and a variety of snacks.

**Java Jr.**, conveniently located in Auerbach Hall on the third floor, offers fresh coffees, juices, pastries, and sandwiches ready to go.

**Asylum Avenue Campus\*** is located at 1265 Asylum Ave., Hartford. It offers traditional hot entrees and rotating food themes, soups, salads, Green Mountain coffee, and a variety of snacks.

### **Dorothy Goodwin Café**

This new and exciting venue in the Mortensen Library features New England's Finest Coffee and espressos.

### **Backstage Café\***

Located in the Handel Performing Arts Center on our Albany Avenue campus, this café serves sandwiches and coffee in a pleasant, comfortable atmosphere.

## Special Educational Opportunities

**Center for Graduate and Adult Academic Services—Credit Courses.** The University offers qualified individuals an opportunity to enroll in day or evening courses as part-time students at the undergraduate level. Enrollment is open to graduates of approved secondary schools, to holders of Connecticut equivalency certificates, and to persons who give other evidence of ability and previous educational preparation adequate for the successful completion of studies.

Nonmatriculated graduate students may register for certain courses with permission of the graduate program director, but only a limited number of credits earned as a non matriculated student may be counted for the degree. The number varies by program.

**Adult Guest Audit Program.** The Adult Guest Audit program provides opportunities for retired people, 65 years of age or older, to become acquainted with the University's academic offerings.

Qualified adults who participate in this program may audit one credit course per semester by paying only the applicable fees. Registration is on a space-available basis; noncredit courses are not available for audit.

**President's College.** This innovative program is designed for intellectually curious adults, mature men and women who want to experience again the kind of educational adventure best pursued in a university setting. These specially designed classes are open to any adult with an interest in the humanities. There is no age requirement, just the desire to learn. The President's College courses are serious and challenging yet entirely enjoyable for anyone who finds learning one of life's great pleasures.

**Engineering Applications Center.** The College of Engineering, Technology, and Architecture at the University of Hartford believes that industry is an important partner in the University's ability to sustain excellence in engineering through education and applied research. The Engineering Applications Center is a vehicle for collaboration between industry and the Univer-

\*These locations accept cash equivalencies for meals.

sity. The center provides the opportunity for local business and industry to apply new technologies to their products and processes through application projects, demonstrations, consulting, short courses, symposia, and forums in a wide range of current interest areas. The center not only provides a resource to industry for technology transfers, it also contributes to the quality of engineering education at the college by involving students in various real-world projects.

The Engineering Applications Center is managed by the College of Engineering, Technology, and Architecture with support from the Barney School of Business and the College of Arts and Sciences. It is composed of the following: the Acoustics and Vibrations Laboratory, the Advanced Manufacturing Institute, the Biomechanics Institute, the Environmental Institute, the Clean Energy Institute, the Institute for Life Support and Sustainable Living, and the Signal Processing Institute.

For further information about the center's services and continuing engineering education activities, call 860.768.4629 or e-mail [shetty@hartford.edu](mailto:shetty@hartford.edu).

**Center for Integrated Design.** *Architecture, Engineering, Business, and Visual Communication Design Solutions for the Community.* The Center for Integrated Design (CID) provides Hartford and the surrounding communities with resources and solutions that address architectural, engineering, business, and visual communication design issues. It is committed to establishing interdisciplinary and educational dialogues between the community, the University's faculty, and its students. CID works on projects that intersect four disciplines: architecture, engineering, business, and visual communication design. Students and faculty work collaboratively with clients, providing direct interaction and experience for students. A project may include all four disciplines, any combination of disciplines, or only one of them. Governments, public entities, private entities, public K–12 schools, private K–12 schools, nonprofits, and other organizations submit projects for consideration. The projects have clearly defined goals and are typically completed during the academic year, allowing continuity of student involvement and experiential learning.

**Maurice Greenberg Center for Judaic Studies.** The Center for Judaic Studies is an integral academic program within the College of Arts and Sciences. Founded with a major endowment, the center promotes the scholarly and objective study of Judaism. The center's director holds the Greenberg Professorship of Judaic Studies and a dual appointment in the Department of History.

*Concentrations.* The center administers the major and minor in Judaic studies, which include courses in the history, culture, language, and law of Judaism. These concentrations are multidisciplinary and provide students with a firm historical foundation and an opportunity to specialize in a particular area of Judaic studies.

*Courses.* The center oversees all Judaic studies courses, including language courses offered at the University through the Hebrew College, Hartford Branch. The center also has a Trachtenberg Scholarship to the Hebrew University of Jerusalem and similar exchange programs at other Israeli universities.

*Public Offerings.* The Greenberg Center sponsors numerous public lectures and periodic symposia on the full range of Judaic studies. These presentations highlight internationally known scholars and are open to the University community and the public.

*Archaeological Excavation.* During Winterterm and Summerterm, the University of Hartford sponsors excavations in Israel, which yield 6 credits. Space is limited. For more information, call R. J. McGivney, Winterterm/Summerterm, at 860.768.4401.

Fuller descriptions of courses and concentrations are available under the Judaic studies listing in the *Undergraduate Bulletin*. For further information regarding these subjects, foreign study in Judaic studies, or to obtain a calendar of the Maurice Greenberg Center's events, call the center's office at 860.768.4964.

**Veterans' Affairs.** Veterans who enroll at the University of Hartford are encouraged to take advantage of the counseling and services of the Office of Veterans' Affairs (VA). Information concerning benefit claims and help in completing VA forms are provided to veterans and eligible persons through the veteran certification officer (located in the Registrar's Office in Beatrice Fox Auerbach Computer and Administration Center).

**Center for Professional Development.** For more than 40 years, the Center for Professional Development has been the community outreach arm of the University, providing career counseling services, skill development programs, continuing and professional education, and training programs for the Greater Hartford community. The center offers services that empower individuals to identify and explore fulfilling careers and prepares entrepreneurs to build successful businesses. The center's *Entrepreneurial Center* offers comprehensive training on self-employment for women and men. The Center for Professional Development's career development, training, education, and consulting services help organizations, businesses, and corporations develop strong leaders and create productive work environments. For further information about all of the center's programs, call 860.768.5619.

**Hartford Consortium for Higher Education.** The University is a founding member of the Hartford Consortium for Higher Education. Other current members are Capital Community College, Central Connecticut State University, Goodwin College, Hartford Seminary, Rensselaer at Hartford, Saint Joseph College, Trinity College, and the University of Connecticut. Associate and affiliate members include Charter Oak State College, Connecticut Public Television and Radio, and Saint Thomas Seminary. Founded in 1972, the consortium has been a vehicle for the development of joint programs that serve students, faculty, and the wider community.

Five of these colleges (University of Hartford, Hartford Seminary, Rensselaer at Hartford, Saint Joseph College, and Trinity College) have developed cooperative graduate programs that enable the graduate student to benefit from the academic resources of the other area institutions. These programs are jointly planned by the faculty from the cooperating colleges and provide a wider range of courses than normally are offered by a single institution. Currently, five such cooperative programs are in operation: American Studies, Chemistry, Philosophy, Neuroscience, and Biomedical Engineering.

Matriculated graduate students who take advantage of the consortium arrangement may cross-register into certain courses at one of the sister institutions on a space-available basis. They pay the tuition and fees to the institution offering the instruction, but by completing the proper forms and obtaining the approval of their

advisor, they may have the title and grade for the course listed directly on their transcript at their home institution.

In addition to this advantage, the consortium extends visiting privileges to all consortium college libraries to graduate students enrolled at any one of the colleges. The combined collection exceeds 1 million volumes. Borrowing privileges are available to graduate students through the interlibrary loan system. Also, many of the social and cultural activities sponsored by the consortium schools are open to students at other member colleges.

Further information about the various graduate programs available through the colleges involved in the Hartford Consortium for Higher Education may be obtained by calling the consortium office or the college that offers the program.

**Intercollege Cooperative Programs.** By special arrangement with the Hebrew College of Brookline, Mass., University students are eligible to take courses at the regional branch, located in the Jewish Federation building, 333 Bloomfield Ave., West Hartford. Arrangements for handling course registration and credits are similar for courses selected under the Greater Hartford Consortium program.

**R. C. Knox Center for Insurance Studies.** As part of the Barney School's graduate and undergraduate degree programs, the Center for Insurance Studies provides information and advice to all students interested in careers in the field of insurance. Special programs are also sponsored by the R. C. Knox Center on important issues currently facing the field.

**English Language Institute.** The University offers an intensive English as a Foreign Language program for persons whose primary language is not English. The program seeks to improve the student's overall educational experience by working toward a greater proficiency in understanding, reading, writing, and speaking English. The program is offered in both the fall and spring semesters to matriculated students only, as well as during the summer to all qualified students.

**International Students' English Proficiency.** International students for whom English is a second language will be examined for English proficiency upon arrival. Students who need improvement may have to complete English courses in the English Language Institute prior to beginning graduate studies.

**van Rooy Center for Complexity and Conflict Analysis** The University is home to the van Rooy Center for Complexity and Conflict Analysis. Established in 2008 through a generous gift from University of Hartford regent Jean-Pierre van Rooy and his wife, Marie-Claire, the center supports a wide range of activities related to the fields of complexity and conflict analysis. These include curricular initiatives and research, both on the graduate and undergraduate levels, and organizing conferences and seminars on complexity and conflict analysis. The center provides support for students and faculty from a wide range of disciplines across the University as they investigate problems and issues through the lens of complexity theory.

For further information about the van Rooy Center for Complexity and Conflict Analysis, call 860.768.4905 or e-mail [horvath@hartford.edu](mailto:horvath@hartford.edu).

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## International Programs

**International Center** (<http://uhaweb.hartford.edu/intcenter>). The International Center coordinates and facilitates activities promoting international education, awareness, and a culturally diverse learning environment. It is responsible for study abroad programs, faculty/staff exchanges, student exchanges, and for international education-related workshops, seminars, and conferences. The center also coordinates internationally related activities with various local, national, and international institutions, organizations, and agencies. It assists in the identification of external resources for the promotion of international education and language competency at the University.

**Study Abroad Programs.** The University encourages students to participate in overseas student exchanges and study abroad programs. Students may choose to study in University-approved semester and academic-year programs in a number of countries, including Argentina, Australia, Austria, Belgium, Chile, China, Czech Republic, France, Germany, Great Britain, Greece, Hungary, India, Ireland, Israel, Italy, Japan, the Netherlands, the Philippines, Poland, Russia, Scotland, South Africa, Spain, Switzerland, and Turkey. There are also short-term courses offered by University faculty during summer and winter terms. In addition, international internships are available through several of the University's approved study abroad providers. Information on study abroad or international internships may be obtained at

the International Center, Gengras 328, 860.768.5100.

Students may choose to study abroad in non-approved programs or to make independent arrangements to study abroad in approved programs. In this case, students make academic and financial arrangements directly with the study abroad program provider. Before going abroad, students should seek a leave of absence and go on active status for the period that they will be abroad. Students are responsible for ascertaining that the courses they take under such circumstances will transfer to the University and/or fulfill their degree requirements. Leaves of absence may also be granted for other reasons.

Students who participate as University students in semester-/yearlong approved programs continue to pay University of Hartford tuition and are considered continuing students. This enables students to apply all of their federal and state financial aid and most University grants or scholarships toward their study abroad. Students planning to study abroad are expected to obtain the appropriate University approvals for courses taken abroad and to register with the International Center prior to departure. For further information on study abroad, student exchanges, and scholarship opportunities, contact the International Center in Gengras 328 at 860.768.5100 or [www.hartford.edu/studyabroad](http://www.hartford.edu/studyabroad).

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## The Hartt School Community Division

A variety of noncredit activities is offered through the Community Division of The Hartt School. The Community Division not only provides music, dance, and theatre instruction for students preparing to enter the fields of the performing arts but also provides training and experiences for individuals of all ages who wish to enhance their abilities and knowledge. Study is offered in two 17-week semesters plus a summer session. Students at every age level from Connecticut and Western Massachusetts are engaged in diversified and comprehensive programs of study.

Private instruction is offered in all orchestral instruments, piano, organ, voice, and guitar. For precollege students, the Community Division offers large and small ensembles, musicianship, and theory. Two premier high school ensembles, the Connecticut Youth Symphony and the Greater Hartford Youth Wind Ensemble, are housed in the Community Division. The Con-

necticut Children's Chorus is also part of the Community Division. For exceptionally talented students, there is a certificate program involving a sequential curriculum in performance, musicianship, ensemble, and recital opportunities. The Community Division also offers an intensive program and general classes in dance for precollege students, non-dance majors, and adults. The Dance department is the legacy of the School of the Hartford Ballet, a now-defunct organization that merged with the University in 2004.

Hartt's Prelude Ensemble is the first orchestral/chamber ensemble experience afforded to all string, woodwind, brass, and percussion students at The Hartt School Community Division. The Prelude Ensemble provides musical experiences for young instrumentalists that complement their home school music programs.

The Community Division has a comprehensive program in the Suzuki method, including violin, viola, cello, piano, and guitar. In addition to private instruction, the Hartt Suzuki program includes group instruction, string orchestras, weekend workshops, and the weeklong Hartt Suzuki Institute in August of each year.

The Hartt Community Division offers First Steps in Music in collaboration with the Music Education Division. It is an early childhood program in music and movement for parents and their children. All programs of the Community Division are open as noncredit options to University of Hartford students. Students of the Community Division have the opportunity to use the Mildred P. Allen Memorial Library and to attend events presented at The Hartt School.

For further information, contact the Hartt Community Division at 860.768.7768, or visit the Community Division office in the Fuller Music Center.

### **Connecticut Space Grant College Consortium**

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The University's commitment to engineering and technology excellence is apparent as visitors enter the Integrated Science, Engineering, and Technology complex and note the office of the Connecticut Space Grant College Consortium. The Space Grant leadership is located in the College of Engineering, Technology, and Architecture. The partnership between the University of Hartford (lead institution); Central, Eastern, and Southern Connecticut State universities; Fairfield University; Trinity College; Wesleyan University; the universities of Bridge-

port, Connecticut, and New Haven; and the Connecticut College of Technology seek to further NASA's goals of increasing understanding, evaluation, development, and utilization of space resources.

Fellowships and grants are available to undergraduate and graduate students and faculty. Research enhancement activities include faculty forums, participation in design competitions, and access to NASA mentors at research and flight centers around the country. Public outreach programs target the involvement of traditionally underrepresented groups in science, engineering, and technology careers.

### **University of Hartford Construction Institute**

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The University of Hartford Construction Institute is a nonprofit, nonpartisan, professional association of building and construction industry decision makers working to improve the industry by sharing experience and knowledge and developing business leaders.

Institute members include all the professions, disciplines, and related industries that serve and supply the entire construction industry.

Through its affiliation with the University of Hartford, the Institute provides the construction industry with educational and professional training services to help practitioners improve their management skills, add to their technical knowledge, and improve productivity.

At the core of the Institute is its role of serving as a catalyst and neutral forum for bringing together industry professionals to examine current issues and seek solutions to major industry problems.

Further information may be found on the Institute's website at [www.construction.org](http://www.construction.org), by e-mail at [wcianci@construction.org](mailto:wcianci@construction.org), or by calling 860.768.4459.

### **Alumni Association of the University of Hartford**

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The Alumni Association welcomes the participation of all University of Hartford graduates. More than 75,000 members span the globe, reflecting the broad geographical diversity of the University community. The association helps alumni to stay in touch with one another and with the life of the University.

Alumni participate in a variety of events and activities sponsored by the association, both on and off campus. A calendar of these events is

published in the Alumni Association's e-newsletter, on the alumni website, and on the Online Community. The University's magazine, *Observer*, covers news about the University and updates from alumni.

There are multiple volunteer opportunities available to alumni who wish to share their time and talents by serving on the alumni board and advisory boards, supporting regional alumni activities, and providing career development assistance. Alumni volunteers also play a key role in encouraging their peers to support the University's educational mission through financial contributions.

For additional information on activities sponsored by the Alumni Association, please contact the Alumni Office locally at 860.768.2434 or toll free at 1.888.UH.ALUMS. You can also e-mail us at [alumni@hartford.edu](mailto:alumni@hartford.edu), or view the alumni section on the University's Web page.