Student Resources and Services

Academic Advising for Undergraduate Students

http://www.odu.edu/success/academic/advising

All degree-seeking undergraduate students must meet with an advisor each semester to discuss future academic and career goals as well as course selection for the next term. A degree planning hold is placed on each student’s account on April 1 and November 1 to prevent registration until the student and advisor meet. Students are encouraged to talk with their advisors frequently throughout the year, rather than only during registration time periods. The advisor may, at her or his discretion, remove the degree planning hold for several semesters after the student has developed a long range degree plan.

Acceptance of a student for advising purposes does not guarantee acceptance into the department as a major. In most instances, students begin their academic planning and advising by meeting with an advisor in the chosen college’s advising center (http://www.odu.edu/success/academic/advising/centers). Upon successful completion of prerequisite courses, students must officially declare the major and be accepted by the department as a major by submitting the appropriate application or meeting with the chief departmental advisor (http://www.odu.edu/success/academic/advising/advisors). (http://www.odu.edu/aos/registrars/graduation/candidates/advisors.shtml)

The executive director of the Center for Advising Administration and Academic Partnerships in Academic Affairs (located in the Student Success Center (http://www.odu.edu/advisingprograms)) directs the undergraduate advising system through the college advising center (http://www.odu.edu/success/academic/advising/centers) directors, associate deans, the chief departmental advisors (http://www.odu.edu/success/academic/advising/advisors) (CDAs), faculty advisors, the Center for Major Exploration (http://www.odu.edu/success/academic/majorexploration), and the director of advising services for distance learning, in coordination with Career Development Services (http://www.odu.edu/cmc).

Academic Advising Centers

All undergraduate, degree-seeking students are assigned to an advisor in a college advising center (http://www.odu.edu/success/academic/advising/centers) based on the planned academic program, or to the Center for Major Exploration (https://www.odu.edu/success/academic/majorexploration) during the initial term of enrollment, or to a Student Success Advisor for distance learning students. On-campus first year students will meet with the advisor during Preview Orientation (http://www.odu.edu/preview), which is required of all freshmen students and campus freshmen-level transfers. All Strome College of Business students, including on-campus transfer students, are required to attend Preview. All transfer students are encouraged to attend Preview, in addition to participating in the required online transfer orientation. Students who are undecided on a program of study or interested in exploring majors offered at Old Dominion University should schedule an appointment at the Center for Major Exploration (http://www.odu.edu/success/academic/majorexploration) (CME) in 1500 Webb Center. In addition, students who begin their studies in an academic college may become exploratory and utilize CME for major exploration advising.

All other on-campus students who have decided on a major should see an advisor in the academic college advising office during the first semester of enrollment. Students will be assigned to a faculty advisor after the freshman year or upon completion of prerequisite courses for the major. Distance learning students, regardless of major decision, and any off-campus students in online programs should consult with their ODU Online Student Success Advisor for advising purposes.

Academic advisors will make every effort to give effective guidance to students in academic matters and to refer students to those qualified to help them in other matters, but the final responsibility for meeting all academic requirements for a selected program rests with the student.

How to Prepare for an Advising Session

All undergraduate, degree-seeking students are expected to utilize the online Degree Works (https://www.odu.edu/academics/academic-records/degree-evaluation) program to make decisions about course registration. Prior to an advising appointment, students should review their Degree Works curriculum page and select courses for the next term. These selections may be indicated in the long range planning feature of Degree Works for record-keeping purposes. Students are encouraged to develop a complete long range plan prior to their sophomore year, knowing that the plan may change based on student elective choices and tracks within major programs. Printing out the long range plan and bringing it to the advising appointment will allow the student to have a more productive discussion with the advisor about elective choices and future goal planning. If a student requires assistance with utilizing the Degree Works system, the Student Success Center (http://www.odu.edu/ao/successcenter) offers individual and group tutorials on how to use the system and create a long range degree plan. Information about each major and the possible careers is available through video clips at http://www.odu.edu/success/programs/finishing4.

Early Alert/Progress Report Success Advising

Academic success assistance is available to students who have progress grades at midterm (fall or spring semesters in 100-200 level courses) of C- or below. Students are contacted through ODU email by the first-year advisor in their academic major or by their Residence Life staff for individual consultation and referral to support services. Any student in academic difficulty may also receive individual academic coaching services from the Student Success Center (http://www.odu.edu/ao/successcenter).

UNIV Coursework

Academic success programs are available for all freshmen, sophomores, and transfer students who end their first semester in academic warning. All freshmen and sophomore students are required to participate in an academic success program, sponsored by the Student Success Center, in accordance with the Undergraduate Continuance Policy (http://www.odu.edu/continuance).

The Academic Advising Mission Statement and Goals

In keeping with the University’s mission, the primary purpose of the Old Dominion University academic advising program is to empower students to explore, experience, and engage in educational activities that assist them in the development of meaningful educational and career plans to meet their full potential.

Academic Advisor Goals and Teaching Outcomes:

GOAL 1. To assist students in developing suitable educational plans and programs of study that promote academic success.

GOAL 2. To help students explore and clarify individual academic and career goals.

GOAL 3. To teach students how to select appropriate courses and other educational and co-curricular opportunities that provide the experiences needed to accomplish their academic and career goals.

GOAL 4. To teach students to review and evaluate progress toward established educational goals and completion of requirements within individual programs of study using the degree evaluation system and other University-provided technologies.

GOAL 5. To develop student awareness and understanding that decision-making in the advising process is based on student responsibility and to promote understanding of University values as articulated in the University’s mission statement.

GOAL 6. To encourage students to use University support services and related resources as needed (Undergraduate Catalog, Career Development Services, Counseling Services, Educational Accessibility, Writing Center,).
Student Goals and Learning Outcomes in the Academic Advising Process:

GOAL 1. To develop an education and career plan, in consultation with the advisor, that promotes academic success by exploring options through courses and other educational and co-curricular experiences.

GOAL 2. To take full responsibility for learning about opportunities and resources that help formulate academic and career plans and to gather the information needed for the successful completion of all graduation requirements, including, but not limited to, course scheduling, program planning, and understanding the academic advising process.

GOAL 3. To be engaged in the course selection process and to actively seek and participate in other educational and co-curricular opportunities that help in the achievement of academic and career goals.

GOAL 4. To read and understand the University’s policies and procedures in relation to meeting University, College, and Departmental graduation requirements.

GOAL 5. To use University-provided technologies and be responsible for new information provided through on-line resources.

GOAL 6. Be prepared with accurate information and relevant materials when contacting the academic advisor.

GOAL 7. To consult with the academic advisor on a mutually agreed upon schedule to review course choices, discuss academic and career goals, and assess progress towards degree completion.

Academic Testing and Placement

The University Testing Center is located in the Student Success Center. Personnel administer University placement tests, College-Level Examination Program (CLEP) exams, DANTES, the Miller Analogies Test (MAT), Praxis, professional certification exams and correspondence tests. For information about testing services, please visit www.odu.edu/testing-center.

Writing Placement. All undergraduate students who have not earned credit for ENGL 110C through dual enrollment, Advanced Placement (AP), the College Level Examination Program (CLEP) or transfer from another institution are required to earn a passing score on the Writing Sample Placement Test (WSPT).

Transfer students with credit for ENGL 110C are exempt from taking the WSPT. Transfer students are eligible to take the WSPT as a diagnostic tool by contacting the Writing for College Success Program at wspan@odu.edu.

Math Placement. All incoming freshmen and transfer students are eligible to enroll in MATH 101M or MATH 102M. Placement into MATH 102M, MATH 162M and above will be based on a student’s SAT or ACT score. Students who want to enroll in STAT 130M, MATH 102M, MATH 162M and above and who do not have the qualifying SAT or ACT score can challenge their math placement and/or seek academic credit by making an appointment to take a math placement test at the University Testing Center. Students challenging their placement may take the math placement test up to the University add/drop deadline.

Foreign Language. All students who have studied a foreign language in high school for three or more years must take a placement exam before continuing in that same language. Students with less than three years of foreign language study in high school may take the placement test if they wish to begin higher than 101F: otherwise, they must begin with the 101F course. This policy does not apply to students who have advanced placement credit. Foreign language courses below the 300 level are not open to native and heritage speakers; these students should consult a foreign language faculty member for advising.

Students whose native language is not English and who have satisfied English language proficiency requirements (see the section of this catalog on English Proficiency Requirements for Non-Native Speakers of English) are exempt from the foreign language requirements for General Education, including exemption from foreign language placement testing. Students pursuing degrees that require proficiency beyond the 100 level must be certified by the World Languages and Cultures Department to obtain a waiver of the 200-400 level courses.

Exemptions. Students may satisfy the requirement for the first semester of General Education written communication based on their performance on one of two national examinations. Three hours of credit for ENGL 110C will be earned if the student receives either:

1. a score of 3, 4, or 5 on the Advanced Placement Examination in English Language and Composition; or
2. a score of 50 or higher on the College-Level Examination Program (CLEP) English Composition with Essay Examination.

Students with superior scores on the math placement test receive credit for MATH 162M, or both MATH 162M and MATH 163, thus fulfilling the General Education Requirement. Students desiring credit by examination for STAT 130M should apply to take the DANTES test at the University Testing Center.

Students may be exempt from the General Education Foreign Language requirement (without credit) in one of the following ways:

1. presentation of three high school credits in one foreign language;
2. presentation of two high school credits in each of two foreign languages; or
3. presentation of a score of 490 or above on the CEEB Foreign Language Achievement Test or its equivalent.

Credit is granted for scores of 3, 4 and 5 on Advanced Placement (AP) language exams in Chinese, French, German, Italian, Japanese, and Spanish and literature exams in French, Latin and Spanish. No more than nine credits will be awarded if both AP language and literature exams are submitted. Credit is also granted for scores of 4, 5, 6 and 7 on the A2 and B exams in French, German, Latin and Spanish of the International Baccalaureate (IB). Contact the Testing Center or the Department of World Languages and Cultures for additional information. Students receiving B.A. degrees must demonstrate foreign language proficiency through the 202 or 212 level regardless of high school credits completed.

All placement tests described above are administered by the University Testing Center. Contact information can be found at the center’s website at www.odu.edu/testing-center.

Transfer Student Centers

Old Dominion University recognizes the unique needs of transfer students who require a wide array of campus resources. The Center for Advising Administration and Academic Partnerships’ Transfer Initiatives unit and the three ODU Higher Education Centers assist transfer students with pre-enrollment advising and transition into college after admission to Old Dominion University. A variety of services and programs are offered to new students, and students are encouraged to take advantage of every opportunity - Let us help you finish what you started!

Students transferring from the Virginia Community College System may view information about Old Dominion University’s Guaranteed Admission Agreement, curriculum sheets, the letter of intent process and Articulation Agreements on the Transfer Student Centers website (http://www.odu.edu/newtransfer/advising). The Center for Advising Administration and Academic Partnerships also assists academic advisors with providing transition, orientation, and programmatic services for undergraduate transfer students from community colleges and other four-year colleges.

Old Dominion University offers a number of articulated transfer pathways with the Virginia Community College System. These programs begin with course work taken at the community college and are completed at Old Dominion University with a baccalaureate degree. In accordance with the State Committee on Transfer Policy, these agreements are designed to minimize loss of credit due to transfer and to take maximum advantage of the lower tuition at the community colleges. See the Guaranteed Admission Agreement between Old Dominion University and the Virginia
Community College System for more information on completing the Letter of Intent to Transfer (http://www.odu.edu/newtransfer/letter-of-intent). The Transfer Initiatives office is responsible for the development of these transfer pathways agreements with two-year institutions, primarily within Virginia. Additionally, such agreements are developed with institutions in other states and countries through the Office of Academic Affairs. The Transfer Initiatives office also aids in the interpretation, implementation and promotion of such agreements. Further information regarding articulation and program agreements can be obtained from the Transfer Student Centers website (http://www.odu.edu/newtransfer/advising).

Career Development Services

Career Development Services (CDS) offers services to assist all ODU undergraduate and graduate students as well as alumni in learning career decision making, internal assessment and external exploration, reflection, and career readiness skills. Teaching career readiness skills and an educational developmental philosophy are keys to students’ success as well as internships, networking, active career research, timely intentional involvement in each stage of career development, and meaningful student employment and internship engagement. A range of comprehensive services includes individual career counseling, career fairs, student employment, on-campus interviews, career classes, internship support, assisting in maximizing career outcomes, workshops, outreach, in-class presentations, web content, and more. CDS has received national recognition for select programs, and staff members provide national and regional leadership in the field. CDS has a main center as well as college-based services.

The Student Employment Program is designed to assist students in locating on- or off-campus, part-time, or seasonal, or Federal Work Study (FWS) positions for those who qualify. Traditional on-campus employment programs for students with Federal Work Study (FWS) include the Student Temporary Assist Team (STAT), Community Service Internship Program (CSI), and the America Reads (AR) program. Students without FWS may qualify for hourly student employment positions. Freshmen may qualify for the Learn and Earn Advantage Program (LEAP). Career Development Services lists jobs of all types, including permanent full-time positions, through ODU Careers4Monarchs. This powerful interactive web-based system is available free to students and alumni of Old Dominion University. The ODU Careers4Monarchs database contains employer information, career information, a career event calendar and interview schedules, as well as the means to electronically apply for positions posted. Careers4Monarchs is the primary tool used by Career Development Services to communicate with students about various career opportunities and events to help students succeed at Old Dominion University and into their careers.

Individual career consultations and electronic assessment tools, as well as seminars on career exploration, are available to assist in major and career path selection. Each college has an experienced professional CDS staff member assigned to offer career development services to students at all levels. CDS maintains full-service college-based services in the Colleges of Arts and Letters, Business, Education, Engineering and Technology, and Sciences, which house the CDS Liaison to that college. CDS services are also available to students at the Virginia Beach, Tri-Cities and Peninsula Higher Education Centers.

Cooperative education and internship experiences are available at the junior, senior and graduate levels. These programs allow students to gain valuable experience related to their major while testing out possible career choices. All students are encouraged to participate in one or more practical experiences.

Professional seminars in resume writing, job search strategies, interview skills, salary negotiation and other career-related topics are offered throughout the year and are also available in video streamed and online versions. These are complemented by classroom and group presentations and other special career events, including employer information sessions, as well as employer and alumni career information panels and etiquette dinners.

General career fairs are held twice a year and are supplemented by specialized fairs for specific populations, including a teacher fair, a graduate recruitment fair, co-op/intern fair and a summer job fair. Graduating students can also take advantage of the On-campus Recruiting Program, which provides the opportunity to interview, on campus, with employers for entry-level positions.

Many of the programs and services available on campus are also offered online and via video streaming through the CDS website, ODU Careers4Monarchs, and the Career Commons. CDS has developed this exciting opportunity as part of the anytime, anywhere virtual career center model for students and alumni who prefer or require assistance from a career professional through electronic means. The Career Commons allows CDS staff to provide quality career assistance from a distance, replicating face-to-face services through interactive media and multiple electronic means of communication. The National Association of Colleges and Employers (NACE) recognized CDS for this initiative with the Chevron Corporation Award.

More information is available by calling the CDS Career Coaches at 757-683-4388 during normal office hours or virtually via the internet at http://www.odu.edu/cds. Staff members are also available in offices in the colleges or the main CDS office in Webb Center North, Suite 2202.

Center for High Impact Practices

The Center for High Impact Practices in the Student Success Center supports academic success in the classroom and beyond through student-centered programs, resources, and high impact educational activities. The Center aims to collaborate with campus and educational partners to identify learning needs, foster successful student learning experiences, and support faculty as they implement high impact practices. The Center also advocates for the support and expansion of educational experiences that enhance students’ success in college.

Program and focus areas include:
• Integrative Learning and ePortfolio Initiatives
• Academic Readiness and Enrichment Opportunities
• Community Building Opportunities
• Learning Communities Program
• Student Support Services
• Upward Bound
• Writing for College Success

Services include:
• Student workshops and learning support through academic coaching
• Writing assistance and writing placement testing
• General advising
• Assistance for financially-eligible and first-generation college students
• Eportfolio workshops for faculty and ePortfolio support for students
• Integrative learning opportunities and workshops for faculty

For information about additional resources offered, call 757-683-3699 or visit http://odu.edu/chip.

Center for Major Exploration (CME) and Mane Connect Success Coaching (MC)

The primary purpose of the Center for Major Exploration (CME) and Mane Connect Success Coaching (MC) is to assist students who have not selected a major upon entry to the University or who want to explore a new major at some point during their college career. This assistance is provided through coaching appointments, individual advising, and major and career exploration. The advising and coaching staff put an emphasis on assisting students with developing and enhancing their decision making and critical thinking skills, along with identifying and realizing academic and career goals in relation to their major. CME/MC advisors work with students to identify their skills, interests, and values, in order to match them with a major that is compatible with their strengths and preferences. CME/MC staff work collaboratively with other partners across campus to offer additional programs and services throughout the year that address a variety of topics related to the college transition, academic success, and choosing a major. CME/MC advisors also provide information for students regarding academic policies and procedures, as well as information about resources.
available at the University. Students will stay with their CME/MC advisor until they have chosen a major, at which point they will be referred to the appropriate major advisor.

The Center for Major Exploration and Mane Connect Success Coaching is located in 1500 Webb Center on the first floor in the North Mall; the phone number is 757-683-4805 and the website can be found at https://www.odu.edu/sees/mane-connect (https://www.odu.edu/sees/mane-connect).

Counseling Services
The primary purpose of Counseling Services is to assist students with the transitions and changes they encounter during their college years. The staff helps students to better understand themselves and their potentials and to enhance problem-solving skills. The staff also lends support and assistance during times of crisis.

Counseling Services offers individual assessment, short-term individual/couples counseling, group counseling, 24-hour mental health crisis intervention, psycho-educational outreach programs and referral for long-term counseling, and psychiatric services. Consultation services are also available to students, faculty, staff and student organizations.

For more information, visit the website at www.odu.edu/counseling, or call 757-683-4401. The Office of Counseling Services is located at 1526 Webb Center, North Wing.

Division of Student Engagement & Enrollment Services
The Division of Student Engagement & Enrollment Services is responsible for the development, implementation, communication, and maintenance of an institutional focus on student success, which includes enrollment management. In partnership with the Provost and other University leaders, this area is responsible for the coordination of student success programs across the University and for student retention. The division provides creative leadership and strategic direction for a diverse array of student engagement services and programs including: Admissions (Undergraduate, Graduate, International), Institutional Research, Assessment/Planning and Budget Management, Campus Ministries, Career Development Services, Center for Major Exploration & Mane Connect Success Coaching, Counseling Services, Divisional IT Support, Financial Aid, Housing and Residence Life, Intercultural Relations, Recreation and Wellness, Leadership and Student Involvement, Student Conduct and Academic Integrity, Student Health Center, Student Outreach & Support, Student Transition and Family Programs, Transfer Evaluation Services, Women’s Center, and Strategic Communication.

Educational Accessibility
The Office of Educational Accessibility is committed to creating access to higher education for students with disabilities. The University meets the requirements of Section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1990 and its Amendments of 2008 by providing accommodations and services, which are based upon documentation submitted by the student. Reasonable accommodations are made for students with learning, medical, psychological, visual, hearing, physical, temporary mobility, and other impairments on an individual basis. Accommodations and other supportive services available in the Office of Educational Accessibility make a positive difference in the educational experience of students with disabilities and contribute significantly to their academic success.

In order to obtain assistance, all students must provide appropriate documentation and register with the Office of Educational Accessibility. Guidelines for documentation and procedures for registration may be found at http://www.odu.edu/educationalaccessibility. More specific information can be obtained by calling (757) 683-4655. Student interactions with the Office of Educational Accessibility remain confidential. New students needing interpreters are expected to contact the Office of Educational Accessibility at least 45 days before registration to make arrangements. Currently enrolled students need to make arrangements for accommodations as soon as they have pre-registered for a semester.

The Office of Educational Accessibility is located at 1021 Student Success Center.

The Section 504 Coordinator, who is also Assistant Vice President for Institutional Equity and Diversity, is located at 1301 Spong Hall and can be reached at (757) 683-3141.

Housing and Residence Life
Living on campus provides students opportunities to build life-long friendships, engage in academic pursuits, and develop a sense of community. Housing & Residence Life (HRL) staff members facilitate a residential experience that encourages the exploration of new ideas, supports the development of community and personal growth, and strives to make meaningful connections between students' academic and personal lives.

Living on campus provides students opportunities to be active members of their community. Socializing with friends, dining in the halls, and taking advantage of academic support services are just a few of the many benefits of living on campus. Whether living in a residence hall or apartment style community, students can experience university life to its fullest as residents. Students will spend a significant amount of time in their living environment, and HRL staff want students to feel as if their residence hall or on-campus apartment is their “home away from home.” HRL staff are committed to providing a premier living learning community where students can be successful in and outside of the classroom.

HRL staff provide a learner-centered environment conducive to students’ academic success through intentional Living-Learning Communities (LLCs). LLCs offer students the opportunity to live and engage with other students that have similar academic and co-curricular interests. Living in an LLC uniquely connects students to the ODU community while achieving student success.

Engaging in HRL community experiences during the first eight weeks of the semester can have long-term positive benefits. Remaining fully engaged in academic pursuits, campus life, and service learning will maximize students' time as an ODU Monarch Citizen. Serving in a leadership capacity will give students an opportunity to help shape their involvement while at ODU. Student leaders living in the residence halls are responsible for coordinating dynamic community experiences that further enhance the collegiate journey. Living on campus at ODU can provide endless possibilities for students who have the desire and want to become global citizens.

For further information about living options on campus, please visit the HRL website at: http://www.odu.edu/life/housing , contact Housing & Residence Life at (757) 683-4283 or email housing@odu.edu. 4603 Elkhorn Ave., Suite 1208, Norfolk, VA 23529

Off-Campus Housing
The Off-Campus Student Life Office was created to provide a centralized location for off-campus students to receive guidance, support, and resources for their off-campus experience.

The Off-Campus Student Life Office connects students to several resources, including:

- Easily navigable web page with property listings from local landlords
- Off-Campus Housing Fair
- Assistance with finding off-campus roommates, including regular roommate fairs
- Programming about renters’ rights and responsibilities and off-campus behavior
- City of Norfolk tenant resources, including assistance with resolving issues with landlords
- FREE safety alarms and light bulbs

In addition to providing resources to students, office staff also strive to work collaboratively with the neighborhoods surrounding Old Dominion
University and the City of Norfolk on livability issues affecting students and long-term residents.

For additional information about Off-Campus Student Life, please visit the website at https://www.odu.edu/life/offcampus or contact the Off-Campus Student Life Office at 757.683.4187. The office is located at 1105 Webb Center, Norfolk, VA 23529.

**Office of Intercultural Relations (OIR)**

**The Intercultural Center**

The Intercultural Center, located at 2114 Webb Center, serves as a cultural hub for students and faculty. With its fully mediated and functional design, faculty can conduct classes, visitors can relax in plush seating while reading books from the Center’s library or watching programs and DVDs on one of the 46” plasma televisions. Students are welcome to visit or have a group study session. The Intercultural Center is not only a study or work space, it is also an area where students can relax and connect with friends and the University community.

**The Diversity Institute**

The Diversity Institute (DI) enhances awareness, commitment, knowledge, and skills that are needed to develop leaders as change agents in a culturally diverse world. Semester-long sessions include modules and cultural learning labs that train participants on how to operate in a diverse multicultural and global setting. In addition to developing communication skills needed in a pluralistic society and expanding one’s world view, DI is an excellent opportunity. For more information, visit the Diversity Institute site at http://www.odu.edu/life/gettinginvolved/leadership/diversity-institute.

**International Initiatives Unit**

As a citizen of a global community, it is imperative that individuals have the knowledge, awareness, and skills to navigate diverse settings and successfully interact with others. Therefore, OIR is committed to the academic, social and cultural support of the international student population, as well as providing opportunities for domestic students to enhance their own cultural competency. The International Initiatives Unit promotes campus internationalization and global learning through cultural events and educational programs as well as training, workshops and presentations on topics related to global, intercultural and international education.

Through international student initiatives, OIR collaborates with the student community and offices/departments across campus to host program initiatives to welcome, orient, and enhance a sense of belonging, engagement, and success of international students. Examples of the international student initiatives include the International Student Advisory Board, Arrival Assistance, International Student Welcome Reception, International Celebration, and many other opportunities. Through global learning and engagement programs, OIR provides an array of initiatives to enrich and enhance global competency for ODU community members such as International Education Week, global mentorship programs through the Global Monarch Club, Global Café, Asian Student Color & Water Festival, and various cultural celebrations throughout the academic year. These programs, workshops, activities, and events are designed so that participants will be informed, educated, and prepared for successful integration into today’s interconnected global society. For more information, visit the International Initiatives website at http://www.odu.edu/aor/international-initiatives.html.html.html.

**Intercultural Initiatives Unit**

The vast diversity within our country weaves a rich fabric of unique traditions, beliefs, and values. The intercultural initiatives unit provides a platform for exploration and education of our unique cultures and celebration of an inclusive community. Whether it is programs within Hispanic Heritage Month, Black History Month, Native American Month, Asian American Seasons, Interfaith Dialogues, and LGBTQ Heritage, each is a cultural expression that educates the campus and Hampton Roads about the diversity within our multicultural communities. Other initiatives include Unity Fest and Symposia for Black and Hispanic students; Sankofa and Adelante dinners that bring together students, faculty, administrators, and alumni; interfaith forums and current issues forums; and affinity advisory student groups, which provide Monarchs with opportunities to engage across cultures. Our programs, activities, and educational initiatives are designed to raise the awareness of the complexities within American cultural frameworks and how one can negotiate positive engagement across and within cultures. For more information, visit the Intercultural Initiatives website at http://ww2.odu.edu/oir/intercultural-initiatives%20.html.html.

**Social Justice & Equity Unit**

The Social Justice & Equity unit consists of the Own Your Narrative, Language of Inclusion Series, and other transformational initiatives. The Office of Intercultural Relations presents innovative film forums, workshop series, lecture series, and informal discussions that promote faculty and student engagement and co-curricular opportunities for the exploration of social justice paradigms and intercultural systems.

The Office of Intercultural Relations is located at 2114 Webb University Center. Please visit the website at http://www.odu.edu/oir; OIR is on Twitter, Facebook, Instagram, OrgSync, and Tumblr.

**International Programs**

Steve Bell, Interim Executive Director

The Office of International Programs (OIP) coordinates activities that focus on Old Dominion University’s strategic commitment to campus-wide internationalization. These activities fall into three general categories, all of which are designed to expand student understanding of our interdependent world: encouraging the incorporation of international issues and perspectives into undergraduate and graduate education; facilitating international mobility of students and faculty; and sharing international interests and expertise with the broader Hampton Roads community that Old Dominion University seeks to serve. For more detailed information, visit the OIP website at www.odu.edu/oip.

OIP facilitates the development of the University’s cooperative agreements and exchange programs with other institutions of higher learning around the world in order to encourage mobility of students and faculty as well as collaborative research. OIP staff provide advising support for international fellowships, such as the Fulbright, Boren Awards, and the Gilman International Scholarship Program.

OIP sponsors and coordinates international programs that serve and involve the citizens of the region and the state. These may include appearances by foreign diplomats, scholars and artists, workshops for teachers and other professionals, and support for internationally-focused community organizations.

OIP includes the Office of Study Abroad and the Office of Visa and Immigration Service Advising (VISA).

The English Language Center, which provides effective, quality instruction of English for non-native speakers, is located in the College of Continuing Education and Professional Development. Please refer to the College of Continuing Education and Professional Development (http://www.odu.edu/cepdp) for additional information.

**Office of Study Abroad (OSA)**

Increasing global awareness happens in both the classroom and elsewhere on Old Dominion’s multicultural campus, but there is no substitute for traveling abroad to acquire a personal perspective on our increasingly interdependent world. Old Dominion students participate in a wide array of study abroad experiences as an integral part of their college education. Faculty-led programs of study in the summer and over spring break are available in different subject areas (from Service Learning in South Africa, to Theatre in London, to Business Studies in Korea and China). Semester and academic year study abroad programs and reciprocal student exchange programs offer long-term opportunities in virtually all areas of the world. Old Dominion is a member of study abroad consortia that sponsor high quality programs around the globe, providing opportunities for exchange with over 100 universities overseas. Regardless of one’s field of study, almost all Old Dominion students can study abroad. Practically all forms of student financial aid may be applied to an academic program abroad, and
travel grants are available for many programs. Dean’s Education Abroad Awards are ODU scholarships that provide special support for selected majors. Internships, volunteer placements and short-term work opportunities overseas are additional options.

The Office of Study Abroad administers overseas academic programs and authorizes transfer credit from approved programs of study. OSA houses resources on study abroad opportunities and general reference materials on international travel, scholarships, internships and work abroad opportunities. A Study Abroad Fair is held every semester, and pre-departure orientation programs and “re-entry” sessions when students return from abroad are also organized by the staff. Please visit the OSA’s website at www.odu.edu/studyabroad.

Visa & Immigration Service Advising (VISA)
The Old Dominion University community includes more than 760 international students and 100 visiting scholars from 115 foreign countries. Serving the immigration advising and personal needs of these individuals is the main mission of Visa & Immigration Service Advising (VISA). The office provides administrative support and documentation services along with resource and regulatory advising that assist international students and scholars in successfully achieving their academic and research goals. VISA also works closely with academic departments and administrative offices and helps to educate them on regulatory requirements. Additionally, VISA offers to all university staff the Global Certificate Program, a series of workshops that help in building awareness of the international community’s needs, as well as to develop and strengthen skills in intercultural communication. VISA administers the International Student Leadership Award, which provides tuition support for undergraduate international students who demonstrate leadership and community involvement. Visit the VISA website at https://www.odu.edu/visa.

LeADERS
Leadership | ePortfolio | Academic Internship | Diversity | Entrepreneurship | Research | Service Learning

LeADERS builds a pathway for students to engage with high impact learning activities, reflect on and make connections between those experiences, and showcase learning for multiple audiences. LeADERS prepares students for careers, graduate school, life-long learning, and global citizenship through hands-on learning experiences.

Students can earn a bronze, silver, or gold medal by completing LeADERS-designated courses or experiences from three, four, or five areas of LeADERS. Students will develop an ePortfolio showing how these courses connect to one another and to real-world experiences.

All undergraduate ODU students are invited to submit an interest form to become a LeADERS candidate. For more information and a list of LeADERS-designated courses, visit the website at https://www.odu.edu/success/programs/leaders.

Military Outreach
Old Dominion University is proud of its affiliation with military personnel and their families who represent all branches of the armed forces. Students will find a variety of programs to match their personal and professional goals through the University’s eight colleges. Courses are available on campus and online in live, synchronous, and anytime, asynchronous formats. Students can take classes worldwide through ODU (http://catalog.odu.edu/undergraduate/studentresourcesandservices/online.odu.edu) and ODU Online (http://catalog.odu.edu/undergraduate/studentresourcesandservices/online.odu.edu) with a computer and internet connectivity. ODU Online staff facilitate pre-admissions coaching, admissions, registration, and advising through programmatically-focused coaching and advising services. Old Dominion also operates extended campuses on or near military installations in and outside Virginia, where students can meet with staff and use the on-site resources.

As of fall 2018, a Military Tuition Rate of $250.00 per credit hour will be available for eligible undergraduate active duty military personnel enrolled in degree or non-degree seeking, for-credit courses offered on campus or online. More information is available on the University’s Current Tuition Rates (http://catalog.odu.edu/undergraduate/studentresourcesandservices/www.odu.edu/tuition-aid/costs-tuition/tuition/tuition-rates) webpage.

Old Dominion University is a member of the GoArmyED network, the USAF’s Associate’s to Bachelor’s Cooperative (AUABC), and the Navy’s NCPACE and Distance Learning Partnership programs, all of which provide substantial credit for military training as well as flexibility, convenience, and affordability. The University accepts tuition assistance and serves the special needs of veterans, on campus or at distance.

Military Connection Center
The Military Connection Center (MCC) is committed to assisting veterans, currently serving service members, reservists, guardsmen and their families to successfully navigate the transition to academic life. The goal is to provide comprehensive support for students to succeed at Old Dominion University from the point of admission through graduation and ultimately on to a productive career.

The MCC serves military affiliated students as a hub to connect prospective and current students with the answers they may be looking for on such topics as using GI Bill benefits, transferring in credit from military service, or looking for resources to help find a career. The Center is staffed by veterans and military family members who understand what it means to be in the military and will make sure students get the information or assistance they need. Several programs are offered to help make the transition easier, including a Military and Veterans Transition to ODU Program, a military-style Sponsorship Program, and a Mentorship Program. All military affiliated students will also be invited to join the Student Veteran Association to connect with others who have served, are still serving, or who lived in a military family.

The Military Connection Center is in Room 1000 of the Student Success Center, which is in the Perry Library. The Center can be reached by phone at 757-683-7153 or by email at military@odu.edu. Information for all military-affiliated students can be found at http://www.odu.edu/military.

VetSuccess Counselor
The VetSuccess on Campus Program is a partnership between the U.S. Department of Veterans Affairs and ODU to assist military affiliated students in making a smooth transition to college life and successfully completing their educational programs. The VetSuccess on Campus counselor will assist veterans, active duty service members, and eligible family members with: information on VA educational benefits, applying for and understanding VA benefits, career counseling and vocational exploration, and information and referrals for VA and community-based facilities. The VetSuccess counselor can be reached at 757-683-7114 and is in Room 1002 of the Student Success Center.

Office of Leadership and Student Involvement
Involvement in campus life contributes to students’ overall development. By discovering and participating in co-curricular activities, students can develop their interpersonal and leadership skills and increase their career-related learning. The Office of Leadership and Student Involvement (LSI) provides experiences, services and opportunities that promote the advancement of social and intellectual development. By encouraging student involvement, LSI promotes life-long learning, responsible citizenship and a commitment to the Monarch and surrounding communities. For more information, visit the website at http://www.odu.edu/studentinvolvement or call (757) 683-3446.

The office oversees the following:
Leadership Development
To maximize and realize the potential of individual students and student organizations, the Office of Leadership and Student Involvement assists in the planning and implementation of leadership conferences, seminars, courses, and retreats throughout the academic year. These programs, available to any student, special interest group or student organization, focus on the identified purpose or needs of each group. Individual students
interested in developing their leadership skills are also urged to participate. Events include the Leadership Lecture Series, Freshman Summer Institute, and Monarch Leaders Retreat.

**Center for Service and Civic Engagement**

The Center provides students with the opportunity to enhance their educational experience beyond the boundaries of the classroom by engaging in meaningful service to the campus and local and global communities. Events include Relay for Life, Public Service Week, and Monarch Service Days.

**Service-Learning**

Service-learning provides students with integrative learning opportunities that connect the themes and theories of their coursework to tangible community-based work that enriches communities by addressing key community issues and needs in collaboration with diverse community partners. LSI provides resources and support for faculty interested in service-learning. In addition, there is a service-learning Living Learning Community available for students in Housing and Residence Life.

**Student Organizations**

There are over 350 student organizations that promote student interests in a broad range of fields. Organizations are student-run and a complete list of organizations can be found at http://odu.orgsync.com/SearchOrgs. To support these organizations, LSI coordinates the recognition and annual registration process for new and existing organizations, provides officer training, group development, leadership education, budget utilization, and guidance in the organization of major concerts, programs, and other activities that groups sponsor.

**U-Center**

To facilitate collaboration between student organizations and members within student groups, the U-Center includes computers, work spaces, storage, a conference room and lounge area. Students can meet in the U-Center located at 1045 Webb Center.

**Fraternity and Sorority Life**

LSI advises 20 international/national fraternities and 11 international/national sororities at Old Dominion University. The purpose of these organizations includes the maintenance of high standards of fraternal life and inter-Greek relations and cooperation with the University in achieving high social standards and sound scholarship. Service to the University and the community, encouragement for leadership and brother/sisterhood are also at the forefront of Greek activity. The groups are coordinated through the National Pan-Hellenic Council (NPHC), Interfraternity Council (IFC), and Panhellenic Council (PHC), along with Leadership and Student Involvement. Any student interested in Fraternity and Sorority Life at Old Dominion University should visit http://www.odu.edu/life/gettinginvolved/greek.

**Fraternities at the University**

- Alpha Phi Alpha
- Alpha Kappa Lambda
- Iota Phi Theta
- Kappa Alpha Order
- Kappa Alpha Psi
- Kappa Delta Rho
- Kappa Sigma
- Lambda Upsilon Lambda
- Omega Psi Phi
- Phi Beta Sigma
- Phi Gamma Delta
- Phi Kappa Tau
- Phi Mu Alpha
- Pi Kappa Alpha
- Pi Kappa Phi
- Sigma Nu
- Sigma Phi Epsilon
- Sigma Pi
- Tau Kappa Epsilon
- Theta Chi

**Sororities at the University**

- Alpha Phi
- Alpha Kappa Alpha
- Alpha Xi Delta
- Delta Zeta
- Kappa Delta
- Omega Phi Beta
- Pi Beta Phi
- Sigma Lambda Upsilon
- Sigma Sigma Sigma
- Zeta Phi Beta
- Zeta Tau Alpha

**Event Management**

Through Event Management, LSI coordinates all space allocations in Webb Center for meetings and events.

**Implementation of Major Programs and Events**

LSI helps to plan and implement activities and events to enrich the lives of students. These include Involvement Fair, Homecoming, Student Engagement and Enrollment Services Leaders Award Ceremony, Week of Welcome, and Programs All Weekend (PAW).

**Orientation**

Upon admission to the University, undergraduate students and their families and guests are invited to attend the University’s orientation program, Preview. Students entering the University as new freshmen (including transfer students with less than 24 hours) are required to participate in Preview. Preview is scheduled throughout the summer in a series of one-day sessions for incoming freshmen and transfer students. A Transition to College fee is included in the student tuition bill. For more information, see the web site at www.odu.edu/preview.

At Preview, students meet with academic advisors to plan and register for summer/fall semester classes and receive an introduction to University resources and campus life. A program for families and guests is scheduled concurrently.

A Preview is also scheduled in December and January for students enrolling in the spring semester. A program for families and guests is scheduled concurrently.

**Recreation and Wellness**

The Recreation and Wellness Department vision is “Through quality innovative programs and services, we provide the foundation for lifelong exploration and development of the mind, body, and spirit.” The department offers programming in the following areas:

- Intramural Sports
- Informal Recreation
- Sport Clubs
- Fitness & Wellness
- Outdoor Adventure
- Aquatics
- Summer Camps
- Student Development

The Student Recreation Center is a state-of-the-art facility that features nearly 15,000 square feet of fitness equipment, a rock climbing wall, a multi-activity center gym, racquetball courts, a cycling studio, an outdoor adventure rental center, a swimming pool and much more. The Student Recreation Center is located at 4700 Powhatan Avenue. In addition, the
Student Conduct & Academic Integrity
The Office of Student Conduct & Academic Integrity (OSCAI) oversees the administration of the student conduct system as outlined in Board of Visitors Policy 1530. Code of Student Conduct. The mission of OSCAI is to promote academic and personal responsibility, facilitate resolutions that align with the interests of the University community, and collaboratively address student behavior. Through interactions with students, staff hope to foster a climate of personal and academic integrity that facilitates the success of all University community members. In support of this mission, the office provides education to the University community and serves as a resource for anyone with inquiries related to student conduct.

The Code of Student Conduct applies to a person who has a continuing relationship with the University as a student. Examples of violations heard under the Code include, but are not limited to, academic integrity, threats of harm, assault, and sexual violence (Title IX).

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex in educational programs and activities. Sexual harassment and sexual violence have been recognized as a form of discrimination in violation of Title IX. For information, counseling, or to file a complaint of discrimination or harassment on the basis of sex, individuals may contact Renee Dunman, Title IX Coordinator, Assistant Vice President for Institutional Equity and Diversity, located at 1301 Spong Hall; (757) 683-3141 or rdunman@odu.edu.

Student Health Services
Old Dominion University Student Health Services is accredited by the Accreditation Association for Ambulatory Health Care, Inc. The Health Center is located at 1007 South Webb Center (757) 683-3132, Facsimile (757) 683-5930. Health Promotion services are located at 1525 North Webb Center (757) 683-5927.

Student Health Services provides primary outpatient care and health promotion for Old Dominion University students. These services include medical care for acute illness and minor injury, routine health care, preventive health care, and family planning. Student Health Services also provides referrals to health care providers in the local community for services beyond the scope of the campus health center. Laboratory testing sent off campus and x-rays or other diagnostic tests are done at the student’s expense. Full-time Norfolk campus students should complete the immunization requirements before coming to school. Any immunizations administered at Student Health Services are done at the student’s expense.

Health History/Immunization Requirements
All entering full-time Norfolk campus students (undergraduate, graduate, transfer, and English Language Center students) are required to complete the Tuberculosis (TB) Risk Assessment on the health history form submitted to Student Health Services. Each student determined to be at risk for TB must present the results of a TB skin test (Mantoux PPD) or TB blood test to Student Health Services within two months prior to matriculation at Old Dominion University. Any student with symptoms of active TB will be required to be tested immediately. Students are expected to be in compliance with the University Policy for TB screening.

All entering full-time Norfolk campus students are required to have all their immunizations up to date. This includes the Meningitis and Hepatitis B vaccines or signed waiver on Part C of their health history form if the student declines these vaccines. Students who do not submit the required health history/immunization documentation will not be allowed to register for the second semester. A complete list of immunization requirements and health history/immunization forms are on the Student Health Services website at http://www.odu.edu/studenthealth.

Health Promotion
Health promotion provides Old Dominion University students with information, education and programs to address their health concerns and needs. Health promotion focuses on the whole person and seeks to engage students in educational, experiential, and service learning opportunities to illustrate the importance of a healthy lifestyle. Health promotion is also responsible for campus-wide programs. Topics include: alcohol, drugs, sexual health, nutrition, stress and many other factors that affect student success. Students may volunteer as members of the Student Health Advisory Committee (SHAC). Call (757) 683-5927 to speak with a health educator.

Student Health Insurance
All full-time and part-time students are encouraged to make provision for payment of charges for health services not provided by Student Health Services. The University recommends that all students carry adequate personal health insurance. International students are required to have health insurance. See the Student Health Services website for information regarding health insurance at http://www.odu.edu/studenthealth.

Student Outreach and Support (SOS)
Student Outreach and Support (SOS) provides services to students who experience administrative, academic, or personal road blocks. These services include extended absence notification, emergency grants, and administrative withdrawals from the University. SOS is available to help students achieve their personal and academic goals.

ODU Cares is an extension of Student Outreach and Support. The Care Team was developed to provide a University-wide system of care and support for students who experience an unexpected crisis. The Care Team’s role is to determine effective strategies for addressing concerns and connecting students with the appropriate resources. Student Outreach and Support is located in Suite 808, second floor South Wing of Webb Center, and can be reached at (757) 683-3442. For more information please visit the SOS website at: https://www.odu.edu/life/support/student-outreach.

Student Success Center
A partnership between Academic Affairs and Student Engagement and Enrollment Services, the Student Success Center provides the tools for students to succeed at Old Dominion University. Successful transitions to college life require a challenging, yet supportive environment that fosters academic discipline, intellectual curiosity, personal and civic responsibility, ethical behavior, campus involvement, and respect for diversity. Individualized programs and services empower students to take responsibility for their learning experiences and build their academic success plans leading to graduation and beyond.

Services include:
• skills development and learning support through academic coaching, tutoring, mentoring, supplemental instruction, and writing support
• writing, math, and foreign language placement assessments and national testing services
• undergraduate research and honors opportunities and national testing programs
• first-year and second-year success programs
• new student orientation (Preview) and family programs
• assistance for financially-eligible and first-generation college students
• assistance for students with disabilities (short- and long-term)
• advising services for new students, transfer students, and students in academic difficulty
• instructional support for faculty, including technology assistance
• faculty workshops for adoption of high impact practices
• faculty development for improving writing in the disciplines
• liaison for the awarding of academic credit for work and life experience
The Student Success Center houses the Center for Advising Administration and Academic Partnerships, the Center for High Impact Practices, Educational Accessibility, Honors College, Student Transition and Family Programs, Writing and Faculty Development (QEP), Undergraduate Research, and the Military Connection Center. Visit http://www.odu.edu/successcenter to link to these services, as well as additional resources across campus.

Student Support Services
Student Support Services is federally funded and provides academic support for students meeting the eligibility criteria established by the U.S. Department of Education. Student Support Services is designed to increase the academic success, professional/social skills, and graduation rates of low-income, first-generation college students and students with disabilities. The following support services are available to students on a continuing basis: academic and financial aid advising, tutorial assistance, study skills support, and academic success workshops. For more information, please call 683-3582 or visit www.uc.odu.edu/sss.

Tutoring Services
Math Science Resource Center
The Math Science Resource Center (MSRC) provides extensive assistance to students in select Math and Chemistry courses in order to help them succeed in Math and Chemistry. The Tutoring, Supplemental Instruction and Review Sessions are free of charge and are offered throughout the week. https://www.odu.edu/sci/msrc

Math and Stat Lab
The Math and Stat Lab in Dragas 2114 features help sessions available to all students enrolled in STAT 130M and the Calculus I-III (MATH 211, MATH 212, and MATH 312) courses.

https://www.odu.edu/math

Physics Learning Center
The Physics Learning Center is an additional resource designed to help students succeed in their Physics courses. The Learning Center provides a central location where students can work in cooperative groups and get assistance with physics homework from volunteer faculty members and graduate students.

https://www.odu.edu/physics/resources/learning-center

Writing Center
The Writing Center (Room 1307 of the Learning Commons in Perry Library) provides free individual tutorials to undergraduate and graduate students working on writing projects for any course; Writing Center tutors are not editors or proofreaders, but they coach and encourage students to achieve independence in the composition and revision of their own work.

https://www.odu.edu/alcenters/writing-center

Upward Bound Program
Upward Bound Program is a federally funded program whose goals are to motivate and provide academic assistance, advising and counseling services to eligible high school students enrolled in public high schools who show promise for success in education beyond high school. The program is offered in two phases.

(1) Academic year phase: students meet on campus on Saturdays to receive small group and individual tutoring in math, English, computer applications, foreign language, social studies, and science. Career, educational, and personal counseling is also offered.

(2) Summer residential phase: a six-week simulated college experience where students live on campus and receive classroom instruction in core subject areas, computer applications, and social studies.

College tours and cultural enrichment activities are provided during both phases of the program. Students enrolled in Norfolk and Portsmouth public high schools who meet the U.S. Department of Education's eligibility guidelines qualify to participate. For more information, visit https://www.odu.edu/partnerships/community/programs/upwardbound.

University Libraries
The Old Dominion University Libraries enrich the academic, research, and learning experience of the University community. The University Libraries provide students access to extensive digital resources, online journals, e-books, streaming media, and other electronic resources in all fields of research and instruction. On the University Libraries’ web site at www.odu.edu/library, students can find library guides, instructional videos, chat reference, and many other services. The Libraries include the Patricia W. and J. Douglas Perry Library, the Elise N. Hofheimer Art Library, and the Music Library and F. Ludwig Diehn Composers Room. Each facility also holds specialized book collections, maps, scores, recordings, microforms, and equipment available for borrowing. At the Help Desks, staff are on hand to provide assistance with information, location, instruction, and technological questions. Students and faculty members have online access to the Virtual Library of Virginia’s collections and may borrow books and other materials from participating libraries across the commonwealth.

Elise N. Hofheimer Art Library
Barry Arts Building, 47th Street and Monarch Way, Room 800, second floor; 757-683-4059

The Hofheimer Art Library contains specialized books, journals, online resources, audio-visual titles, and other materials for students and faculty in the visual arts. Reserve materials for Art Department classes are available at the service desk. Individual and group study space, computers, viewing monitors, a scanner, and a network printer/copier are available. Visit the Art Library at www.odu.edu/library/art.

Music Library and F. Ludwig Diehn Composers Room
Dieneh Center for the Performing Arts, Room 189; 757-683-4173

The Music Library contains print scores, and music audio and video content. Students also have access to PC and Mac computers, MIDI stations, DVD/VCR players, CD players, audio cassette players, turntables, a flatbed scanner, and network printer/copier. Reserve materials for Music Department classes are available at the service desk.

The Diehn Composers Room is co-located with the Music Library and contains manuscripts, scores, audio recordings, memorabilia, and other specialized music materials. Reference and research services are available in the Reading Room, including the use of a Steinway grand piano, on an appointment basis only. Visit the Music Library and Diehn Composers Room at www.odu.edu/library/diehn.

Patricia W. and J. Douglas Perry Library
Perry Library offers quiet study space, collaborative rooms for group projects, accessibility services, a café, meeting space, and other facilities for student success.

Learning Commons @ Perry Library
First Floor, 757-683-4178

The Learning Commons @ Perry Library is a collaborative project of the University Libraries, Information Technology Services, and Center for High Impact Practices, providing year-round services with extended 24/7 hours during fall and spring semesters. The facility includes individual study space, group collaboration space, presentation practice, computers, wireless access, printers, scanners, copiers, GIS/digital media/other specialized software and a sound room that can be reserved by students. Students can access research assistance and resources, technology assistance, tutoring and writing centers, peer to peer tutoring, and other services supporting student success. At the Perry Library Help Desk, located in the Learning Commons, students with a valid University ID may borrow equipment, media, books, reserve materials, and other items. Graduate student study carrels are also available. Information and reservations are available at www.odu.edu/
and archives are also available, including the ODU Photographic Collection online. Several digital collections of materials from the special collections institutional works to preserve them, as well as provides open access to them. Interlibrary loan and document delivery requests can be submitted online at www.odu.edu/library/services/interlibrary-loan.

**Liaison and Instruction Services**

**Help Desk, First Floor, 757-683-4178**

Liaison and Instruction Services staff assist students and faculty with reference and research using all formats of library resources. Subject specialists provide direct individual assistance through consultation by appointment, telephone, e-mail, and live online chat. Local and distance learning students may obtain assistance by visiting or calling the Help Desk, directly contacting a subject librarian, or linking to Ask A Librarian at www.odu.edu/library/help/ask-librarian.

Liaison and Instruction Services staff offer information literacy classes, research classes, specialized workshops, and orientation sessions to assist graduate and undergraduate students with library research. Tutorials, online research guides, schedules of library workshops, and additional information on instruction services is located at www.odu.edu/library/services/instruction.

**Special Collections & University Archives**

**Third floor, 757-683-4483**

Special Collections & University Archives, located on the third floor, has a unique and wide-ranging collection specializing in ODU, Norfolk, and Virginia history. The Special Collections includes rare books and manuscript collections focusing on African-American history, Norfolk urban redevelopment, women’s history, military history, the Civil War, LGBTQ history, and more. Materials range from rare books, diaries, letters, legal and campaign files, news film, photographs, and maps. The University Archives includes University publications, student theses and dissertations, yearbooks, department records, student organization collections, course catalogs, oral histories, and photographs of yesterday and today. Visit Special Collections at www.odu.edu/library/special-collections.

**Accessibility Services**

**First Floor, 757-683-4178**

The Library Accessibility Room in the Learning Commons provides specialized equipment and quiet space for students registered with the University’s Office of Educational Accessibility (https://www.odu.edu/educationalaccessibility). This wheelchair accessible room can be reserved for individual use. The facility houses CCTV, workstations with ZoomText and JAWS, and other adaptive technologies. Orientation, reservations, and research consultation appointments are available through the Learning Commons Help Desk.

The second floor Circulation Services desk provides on-demand paging to students who need special assistance with retrieving materials from the upper floors. Information about accessibility is available on the University Libraries’ web site at www.odu.edu/library/services/accessibility.

**ODU Digital Commons and Digital Collections**

The Libraries manage the University’s institutional repository, ODU Digital Commons, which brings together the University’s scholarly, creative, and institutional works to preserve them, as well as provides open access to them online. Several digital collections of materials from the special collections and archives are also available, including the ODU Photographic Collection from 1930-early 2000s. Visit the ODU Digital Collections at dc.lib.odu.edu and the ODU Digital Commons at digitalcommons.odu.edu.

**Women’s Center**

The Women’s Center offers programs and services designed to promote gender equity and address the special challenges and opportunities female students encounter in the pursuit of higher education. Recognizing the critical role that both women and men play in promoting an environment free of gender bias, Women’s Center programs are designed to educate and inspire students to achieve their personal, academic and professional potential.

The Sexual Assault Free Environment (S.A.F.E.) Program provides crisis intervention, education, advocacy and ODU policy/procedure information related to issues of sexual assault, stalking, sexual harassment, and relationship violence. W.I.L.D., Women’s Institute for Leadership Development, provides an opportunity for female students to identify and develop their leadership skills through seven modules. Additional programs are offered throughout the year that address a variety of topics related to women’s academic and personal success including programs in celebration of Women’s History Month in March. Referrals to University and community resources are also available. Students are encouraged to get involved with the Women’s Center as a volunteer, intern, or M-POWER Peer Educator. Men are encouraged to get involved with the M-Power Peer Educator Program and the Men of Quality group.

Programs and services of the Center are open to women and men. For more information, please call 757-683-4109 or visit http://www.odu.edu/life/support/womenscenter.

Title IX of the Education Amendments of 1972 prohibits discrimination based on sex in educational programs and activities. Sexual harassment and sexual violence have been recognized as a form of discrimination in violation of Title IX. For information, counseling or to file a complaint of discrimination or harassment on the basis of sex, individuals may contact the Title IX Coordinator, who is also the Assistant Vice President for Institutional Equity and Diversity, located at 1301 Spong Hall; the Assistant Vice President can be reached at (757) 683-3141 or rduman@odu.edu.

**Writing Proficiency Program**

www.odu.edu/ao/successcenter

The undergraduate writing program is a coordinated effort between the Department of English, Writing for College Success, and the Writing Center.

- The Department of English offers composition courses at the 100- and 200-level as part of the lower-division writing program toward degree completion.
- The Center for High Impact Practices (http://www.odu.edu/success/center) offers the Writing for College Success (UNIV 150) course for students who elect to take the course or are unable to pass the Writing Sample Placement (WSPT). Services include workshops and individualized tutoring to improve writing skills and help students who did not pass did not pass the WSPT and wish to repeat the exam.
- The Writing Center (http://www.odu.edu/al/centers/writing-center) works with both undergraduate and graduate students in all disciplines to prepare them for the challenges of composing essay assignments, test preparation, seminar papers, theses, dissertations, and application materials.