THE COLLEGE OF APPLIED SCIENCES AND ARTS

STUDENT HANDBOOK

A TRADITION OF SUCCESS...
A STANDARD OF EXCELLENCE
Southern Alma Mater

Words and Music by Grover Clark Morgan

Hail Alma Mater
Southern to thee
Strong thru the years you
stand triumphantly
Beacon to guide us
Over life’s sea
Light that can never fail us
Hail, hail to thee.
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## DEPARTMENTS AND PROGRAMS LISTING

Dean’s Message [http://asa.siu.edu/about/dean-message.html](http://asa.siu.edu/about/dean-message.html)

<table>
<thead>
<tr>
<th>Departments &amp; Programs</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td><strong>School of Architecture</strong></td>
<td>453-3734</td>
</tr>
<tr>
<td>architecture.siu.edu</td>
<td></td>
</tr>
<tr>
<td><strong>Director:</strong> Walter Wendler, <a href="mailto:wendler@siu.edu">wendler@siu.edu</a></td>
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<tr>
<td>Architectural Studies</td>
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<td>Interior Design</td>
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<td>Fashion Design and Merchandising</td>
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<tr>
<td>Fire Service Management (Off-Campus Only)</td>
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<tr>
<td><strong>Department of Automotive Technology</strong></td>
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<tr>
<td>automotive.siu.edu</td>
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<tr>
<td><strong>Chair:</strong> Michael Behrmann, <a href="mailto:mbehr@siu.edu">mbehr@siu.edu</a></td>
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<tr>
<td>aviation.siu.edu</td>
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<tr>
<td><strong>Chair:</strong> Jose Ruiz, <a href="mailto:jruiz@aviation.siu.edu">jruiz@aviation.siu.edu</a></td>
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<td>aviation.siu.edu</td>
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<tr>
<td><strong>Chair:</strong> Michael Burgener, <a href="mailto:burgener@siu.edu">burgener@siu.edu</a></td>
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<td>Aviation Technologies</td>
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<td><strong>School of Allied Health</strong></td>
<td>453-7211</td>
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<tr>
<td>sah.siu.edu</td>
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<tr>
<td><strong>Director:</strong> Scott Collins, <a href="mailto:kscollin@siu.edu">kscollin@siu.edu</a></td>
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<td>Dental Hygiene</td>
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<td>Health Care Management</td>
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<td>Mortuary Science and Funeral Services</td>
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<td>Physical Therapy Assistant</td>
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<td>Radiologic Sciences</td>
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<tr>
<td><strong>School of Information Systems and Applied Technologies</strong></td>
<td>453-7253</td>
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<tr>
<td>isat.siu.edu</td>
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<tr>
<td><strong>Director:</strong> Sam Chung, <a href="mailto:samchung@siu.edu">samchung@siu.edu</a></td>
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<tr>
<td>Electronic Systems Technologies</td>
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<td>Information Systems Technologies</td>
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<td>Technical Resource Management</td>
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ACADEMIC/FACULTY ADVISORS

Elaine Atwood, Chief Academic Advisor—MC 6604, atwood@siu.edu 453-2052
Fax 453-7286

School of Architecture—MC 4337
Jasmine Winters, mjwinters@siu.edu 453-1227
Architectural Studies (B.S.) and Interior Design (B.S.) Fax 453-1129
Shelby Adkinson, sadkinson@siu.edu 453-1859
Fashion Design and Merchandising (B.S.)

School of Architecture—MC 4337
Jasmine Winters, mjwinters@siu.edu 453-1227
Architectural Studies (B.S.) and Interior Design (B.S.) Fax 453-1129
Shelby Adkinson, sadkinson@siu.edu 453-1859
Fashion Design and Merchandising (B.S.)

Automotive Technology—MC 6895
Tracey Logeman, mtlogeman@siu.edu 453-4024
Automotive Technology (B.S.) Fax 453-8483

Aviation Management and Flight—MC 6817
David Jaynes, djaynes@siu.edu 453-9235
Aviation Flight (A.A.S.) Fax 453-5230
Michelle Parker-Clark, mpclark@siu.edu 453-9224
Aviation Management (B.S.) & Aviation Flight (A.A.S.) Fax 453-5230

Aviation Technologies—MC 6816
Rachel Lee, rllee@siu.edu 453-9206
Aviation Technologies (B.S.) Fax 453-4850

School of Allied Health—MC 6615
Robert Broomfield, broomr@siu.edu 453-7287
Dental Hygiene (B.S.) Fax 453-7020
Mortuary Science and Funeral Service (B.S.)
Radiologic Sciences (B.S.)
Quiana Jackson, quiana.jackson@siu.edu 453-7172
Health Care Management (B.S.) Fax 453-7020
Physical Therapist Assistant (A.A.S.)

School of Information Systems and Applied Technologies—MC6614
453-7281
Technical Resource Management (B.S.) Fax 453-7254
Electronic Systems Technologies (B.S.)
Information Systems Technologies (B.S.)

Off-Campus Programs—MC 6613
Jill Mueller, muellerj@siu.edu 453-7276
Fax 453-8894
Areli Bradley, abradley@siu.edu 453-7275
Fax 453-8894
Academic Calendar
http://registrar.siu.edu/calendars/academic.html

Registration Calendar
http://registrar.siu.edu/calendars/registration.html

Pro-Rata Refund:
Students who drop courses after the full refund deadline but remain enrolled in the University will not receive any refund. Students who withdraw from the University after the full refund should consult the Undergraduate Catalog for the refund schedule.
Top 10 Academic Survival Skills

1. **GET TO KNOW YOUR PROFESSORS.** Developing a relationship with your instructors is important in your academic career. They will provide you with career counseling and they are invaluable as mentors during your academic life.

2. **ATTEND CLASS REGULARLY.** Good work habits are the key to your success and achievement of life goals.

3. **EXERCISE REGULARLY.** Use the Student Recreation Center or other facilities and participate in activities. Exercise helps keep you in shape and helps lower stress levels.

4. **GET INVOLVED.** Get involved with student organizations. It is an excellent way of developing leadership skills, getting to know people on campus, and making friends.

5. **TAKE ADVANTAGE OF VARIOUS CAMPUS RESOURCES.** Take advantage of various campus services such as the Writing Center, the Wellness Center, Tutoring, and the Counseling Center. Ask your advisor for more information.

6. **HAVE A DEGREE PLAN/CHECK ON DEGREE PROGRESS.** Work on a degree plan with your advisor. Look at college as a full-time job. Meet with your advisor at least once a semester to discuss options available. You must learn to accept responsibility for your decisions.

7. **KNOW THE CURRICULUM REQUIREMENTS.** Meet with your academic advisor to become knowledgeable about your major and university core curriculum requirements.

8. **E-MAIL OR CALL HOME.** Your family and friends can be your best support system.

9. **BUDGET YOUR TIME.** This includes having a social life, but you must learn to plan your time properly to manage school, work, and leisure activities.

10. **KNOW THE UNIVERSITY ACADEMICS RULES.** The ASA Student Handbook, the Undergraduate Catalog, and the SIUC websites. READ YOUR CATALOG.
ACADEMIC TIPS

○ To do your best academically, **attend class** regularly. Inform your instructors in advance of absences.

○ **To drop a class**, you should contact your advisor. Check drop deadlines at: [http://registrar.siu.edu/calendars/registration.html](http://registrar.siu.edu/calendars/registration.html). Students may not drop a course merely by stopping attendance; this may result in receiving a failing grade for the course.

○ To officially **withdraw from the university** (dropping all classes), you must see your advisor before going to the Office of Transitional Programs which is located at the Student Services Building on the 3rd floor.

○ To take advantage of **support services**, tutorial services, study skills, and time management workshops provided by the university/college, check with your advisor and/or department office for details.

○ To receive assistance for **academic problems**, consult your instructor and/or advisor. Seek assistance office for details.

○ To verify that a **grade has been calculated correctly**, first consult with the course instructor. If an appeal of the instructor’s decision is wanted, contact the department chair regarding college procedures.

○ To be a **full-time student**, you must be enrolled for at least 12 hours during the fall and spring semester, and 6 hours during the summer semester. Athletes, international students, and those students who are on financial aid must be registered for at least 12 hours for the entire fall and/or spring semester.

○ For the best course selection, take advantage of early advisement each semester. You will need to make an appointment as early as **week three** with your advisor to plan for your registration for the following semester.

○ **To graduate**, apply by the last day of the **second week** of the semester you plan to graduate. [Salukinet-login.siu.edu](http://salukinet-login.siu.edu).
FREQUENTLY ASKED QUESTIONS

Q1. WHEN AND HOW DO I DROP A CLASS?
A1. Check the deadline to drop a class at http://registrar.siu.edu/calendars/registration.html
A full-semester class may be dropped through week 10 of the semester. Classes that meet less than 16 weeks have different deadlines. Knowing this at the start of the semester is better than learning it after the deadline has past.

Procedure: You should contact your advisor before dropping a class. You may receive a failing grade in a course if a drop is not officially processed.

Q2. HOW DO I CHANGE A SECTION OR A COURSE?
A2. You may change a section or a course during the first week of the semester on Saluki Net. You must drop one section then add the correct section number.

Q3. WHAT IS FULL-TIME?
A3. To be considered a full-time student, you must be enrolled for at least 12 credit hours during the entire semester. The maximum credit hours you may register for in a semester, without petitioning for the Dean’s signature, is 18 hours. Dean’s permission is required for 19 hours or more. Students on probation may not take more than 14 hours.

ATTENTION: The following group of students must remain enrolled for at least 12 hours during the entire semester: athletes, international students, those who receive financial aid.

Q4. WHAT IS PROBATION/SUSPENSION?
A.4 Probation. When a student’s cumulative University Grade Point Average (G.P.A.) falls below a “C” average (2.0), the student is placed on academic probation. ASA students on probation may not enroll for more than 14 hours. Suspension. Students on academic probation will be suspended from the University if they accumulate more than 6 negative and their cumulative and semester G.P.A.s fall below a “C” average (2.0). University policy indicated that students may seek readmission after a minimum of two semesters’ interruption and must furnish tangible evidence that additional education can be successfully undertaken.

Q5. WHAT IS THE REQUIREMENT TO BE ON THE DEAN’S LIST?
A5. The Dean’s List is an academic recognition for a particular semester. Criteria for inclusion on the College of Applied Sciences and Arts’ Dean’s List are that students must have been in attendance full-time (12 semester hours or more) and have earned at least a 3.50 G.P.A. for the semester. Students will receive a letter from the Dean of College of Applied Science and Arts at the end of the semester.

Q6. WHAT DO I DO IF I HAVE PROBLEMS WITH A COURSE OR INSTRUCTOR?
A6. You first will need to speak with the instructor of the class in which you are having difficulty. Talking to the Department Chair/Director may also be appropriate. If you feel you need to drop the class, you should see your advisor.

Q7. WHAT DOES IT MEAN WHEN A CLASS IS RESTRICTED, HAS A PRE-REQUISITE, OR REQUIRES AN APPROVAL?
A7. To register for a course, you must meet all pre-requisites and all restrictions listed. If special approval is indicated, you may register for the course, but must first obtain the approval.

Q8. WHAT IS CAPSTONE?
A8. The Capstone option is for transfer students and students from the College of Applied Sciences and Arts who have earned an Associate in Applied Science degree and are seeking a bachelor’s degree through one of the participating programs in the College of Applied Sciences and Arts. Capstone makes it possible for students with a technical background to earn a bachelor’s degree in 60 semester hours beyond the Associate in Applied Science degree.

Q9. HOW DO I KNOW A COURSE WILL TRANSFER?
A9. The following website will give you links to courses that have been articulated and will transfer: http://transfer.siuc.edu/articulation.html

Q10. WHAT HAPPENS IF A HOLD IS INDICATED WHEN ATTEMPTING TO REGISTER FOR A COURSE?
A10. You must fulfill the requirement that caused the hold. Registration cannot happen until you do so.

Q11. WHERE DO I GO FOR SPECIAL NEEDS?
A11. If you need assistance for a temporary or permanent disability, you may contact the following officers for information.

   Disability Support Services
   Southern Illinois University
   Woody Hall, B-150
   Carbondale, IL 62901
   Phone: 453-5738 (Voice)
   453-2293 (TTD)

Inform your instructor, advisor, or chair of special needs you must have.
RESPONSIBILITIES OF THE STUDENT AND ADVISOR

Responsibility of the Student

1. Plan for completion of the program
2. Meet graduation requirements (consult your advisor and catalog).
3. Know program requirements.
4. Know your advisor’s name and consult with him/her every semester.
5. Consult the Registrar’s website for deadlines
6. Consult with faculty in your department for career counseling.
7. Inform your Instructor of problems that you encounter (especially in the semester).

Responsibility of Advisor

1. Assist with the registration process and selection of classes.
2. Guide student toward successful completion of program requirements.
3. Inform student of curricular changes.
4. Provide accurate information regarding program requirements and graduation requirements.
5. Refer to various campus resources.
STUDENT ORGANIZATIONS

Applied Sciences and Arts, College of
  CASA Ambassadors

Architectural Studies
  American Institute of Architectural Students (AIAS)
  Construction Specifications Institute (CSI)
  Precast Concrete Institute (PCI)

Automotive Technology
  Automotive Technology Organization (SIUC RSO)
  Society of Automotive Engineers (SAE)
  Service Technicians Society

Aviation Management and Flight
  Alpha Eta Rho (International Aviation Fraternity)
  Aviation Management Society- Student Chapter of the American Association of
    Airport Executives (since 1983)
  Aviation Ambassadors
  Flying Salukis (member, National Intercollegiate Flying Association)
  Professional Aviation Maintenance Association (PAMA) Student Chapter
  Women in Aviation

Aviation Technologies
  Rotor & Wing (maintenance oriented)

Dental Hygiene
  Student American Dental Hygienists’ Association – SADHA

Electronic Systems Technologies and Information Systems Technologies
  Electronics Association
  Dot Dawgs
  Association for Computing Machinery (ACM)
  Phi Beta Lambda
  TechDawgs (T/D)
  GaMers (GmRS)
  Security Dawgs

Fashion Design and Merchandising
  Fashion Design and Merchandising Organization

Health Care Management
  American College of Healthcare Executives (ACHE)

Interior Design
  American Society of Interior Designers (ASID)
Illuminating Engineering

Mortuary Science and Funeral Service
   Sigma Phi Sigma

Physical Therapy Assistant
   American Physical Therapy Association (APTA)
   SIUC Student Physical Therapist Assistants

Radiologic Sciences
   Lambda Nu (National Honor Society Fraternity)

Technical Resource Management
   Phi Beta Lambda (Collegiate Business Association)
   Construction Management Association of America (CMAA) Student Chapter
SCHOLARSHIP INFORMATION

- **College of Applied Sciences and Arts Academic Scholarship** - This scholarship may result in a partial tuition waiver. This waiver is not a cash award; it will be applied toward a student’s bursar bill. Award amounts and number vary each year. Applicants must maintain an overall GPA of at least 3.0 and be a full-time student at the time of application to be eligible for this tuition waiver. Applications are available from January to March online at http://asa.siu.edu/admissions/scholarships.html

- **College of Applied Sciences and Arts Alumni Scholarship** - The College of Applied Sciences and Arts’ Alumni Constituency Board is responsible for determining who receives this scholarship. Award amounts and number vary each year. Applications for the fall semester are due by April 30 and are available from February through April. Applications for the spring semester are due by September 15 and are available from August through September 15. Applicants must be a relative of a Southern Illinois University graduate; preference will be given to relatives of ASA/CTC/STC/VTI alumni.

  For more information contact: Dean's Office, College of Applied Sciences and Arts, ASA Building, Room 222, (618)536-6682

- **School/Department Scholarships** - For a complete scholarship search, visit the website at http://scholarships.siu.edu/
**INTERNSHIPS AND EXTERNSHIPS**

**INTERNSHIP**

An internship is an excellent way to gain practical knowledge and experience. Most programs in the College of Applied Sciences and Arts offer various internships. You will receive assistance from your faculty in locating an appropriate site for your internship. For more information, contact your advisor.

**EXTERNSHIP**

The College of Applied Sciences and Arts is actively participating in providing students with professional work experience that is integrated in or supplemental to their academic program. These activities enhance the quality of the student's academic undergraduate education. The program is sponsored by the SIUC Alumni Association. Details on the Externship Program can be found on their website at [http://siualumni.com/](http://siualumni.com/).

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**UNIVERSITY CAREER SERVICES**

Placement services are offered through University Career Services. Many student resources are available to assist students in preparing to locate, and accept professional employment or graduate school admission upon graduation. Services include skill assessment, resume and cover letter assistance, mock interviews, job fairs and many others. Their website at: [http://careerservices.siu.edu/index.html](http://careerservices.siu.edu/index.html) can be invaluable to students. Even though graduation seems a long way away, you are urged to contact them early in your first year to help maximize your use of this valuable resource. The professional counselor servicing the College of Applied Sciences and Arts can be reached at:

Douglas Reichenberger, Director  
University Career Services  
Student Services Building, Suite 0179, Mailcode 4703  
453-1045
ACADEMIC ADVISEMENT/REGISTRATION PROCEDURE

YOU MUST SEE YOUR ADVISOR FOR ACADEMIC ADVISEMENT. Make appointments with your advisor early (Advisement times vary by department). After advisement you will receive a registration user number (RUN). You will need your RUN to add and/or drop classes for that semester. The first few days of Advance Registration are on a schedule found at http://registrar.siu.edu/students/advancereg.html.

**IMPORTANT:**
Inform your advisor if you change your mailing address or phone number.

**PLEASE NOTE:** All official University correspondence will be sent to your SIU email address. You are responsible for knowing the information that is sent to you.
MINIMUM REQUIREMENTS FOR B.S. DEGREE

Total credit hours required.................................................................120 semester hours

Residency hours required...............................................................Last 30 hours at SIUC or 90 semester hours at SIUC

Senior institution hours.................................................................42 semester hours at a 300 - 400 level

Minimum Grade Point Average required.........................................2.0 SIUC GPA and 2.0 Major GPA

Commencement ceremonies are held in May and December of each year. Eligibility for participation in commencement ceremonies is dependent upon the completion and submission of a graduation application form and payment of the graduation fee by the posted deadline date(s). Students graduating in August will be eligible to participate in either May or December Commencement.

Graduation Process

IMPORTANT: You must apply for graduation by the last day of the second week of the semester you plan to graduate. A complete graduation application should be submitted to the office of Admissions and Records located in the Student Services Building, room 0251. An online application is available within SalukiNet Self-Service: https://salukinet.siu.edu
HOW TO FIGURE YOUR GRADE POINT AVERAGE (GPA)

To determine your Grade Point Average (GPA), divide total points by total semester hours. SIU uses the following 4-point grading system:

- A = 4
- B = 3
- C = 2
- D = 1
- F = 0

Points earned for each course are determined by multiplying the number of semester hours credit for a course by the value of the grade you earned for the course.

The following example illustrates how to figure your GPA for one semester’s work:

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<thead>
<tr>
<th>Course</th>
<th>Grade</th>
<th>Point Value</th>
<th>Semester Hours</th>
<th>Points</th>
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<tr>
<td>English 101</td>
<td>C</td>
<td>2 x</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>SPCM 101</td>
<td>B</td>
<td>3 x</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>PLB 115</td>
<td>B</td>
<td>3 x</td>
<td>3</td>
<td>9</td>
</tr>
<tr>
<td>Math 125</td>
<td>D</td>
<td>1 x</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>HED 101</td>
<td>A</td>
<td>4 x</td>
<td>2</td>
<td>8</td>
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Total Hours: 15  Total Points: 36

Total Points (36) divided total hours (15) = GPA (2.4)

36/15 = 2.4

**Figure your GPA:**

<table>
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<tr>
<th>List Your Courses:</th>
<th>Grade Earned</th>
<th>Point Value</th>
<th>Semester Hours</th>
<th>Points</th>
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Totals ____________=

Total points _________ divided by total hours___________ = GPA _________

For details refer to the Undergraduate Catalog

*There is now a GPA calculator within SalukiNet (on the MyRecords tab) that a student can use to estimate future GPAs based on providing their expected future courses with hypothesized grades.
READMISSION POLICY FOR SUSPENDED STUDENTS

“Students placed on Scholastic Suspension may seek reinstatement after a minimum of two semesters’ interruption but must furnish tangible evidence that additional education can be successfully undertaken” (SIUC, Undergraduate Catalog). Tangible evidence implies coursework successfully completed at a community college or university after the last suspension with grades that demonstrate the ability to return to good academic standing. Courses applicable to the degree are preferred. Failure to provide tangible evidence may result in denial for readmission by the major department and/or the Dean’s Office.

READMISSION POLICY FOR CONTINUING STUDENTS:

1. There will be no readmission after week one.

2. Continuing students with extenuating circumstance MAY be considered for readmission for the following semester. To be readmitted suspended students must complete a College Petition for Readmission explaining reason(s) for the suspension and corrective action proposed.

3. All Petitions for Readmission must be signed by the Department Chair/Director and the Associate Dean or the Chief Academic Advisor before a student will be readmitted.

4. Students readmitted must complete a Readmission Agreement.

READMISSION POLICY FOR NON-CONTINUING STUDENTS:

1. There will be no readmission after week one.

2. Students must furnish tangible evidence (grade report from community college or university with 2.0+ G.P.A.) that additional coursework can be successfully completed, i.e. “C” or better.

3. Students need to apply through the office of Undergraduate Admissions. The referral must be signed by the Department Chair and the Associate Dean or the Chief Academic Advisor before a student will be readmitted.

4. To be readmitted, suspended students must complete a College Petition for Readmission explaining reason(s) for the suspension and corrective action proposed.

5. All Petitions for Readmission must be signed by the Department Chair/Director and the Associate Dean or the Chief Academic Advisor before a student will be readmitted.

6. Students readmitted must complete a Readmission Agreement.
COURSE LOAD FOR READMISSION STUDENTS (SUSPENDED STUDENTS)

Course load for Fall or Spring semesters will be limited to 14 hours. Online courses and concentrated or mid-semester classes are NOT to be taken. Requests for more than 14 hours must be approved by the Associate Dean or the Chief Academic Advisor.

Course load for Summer session will be limited to 6 hours.

Students may be required to take workshops and/or courses as suggested by the Department Chair/Director or Advisor.

For questions regarding the College’s readmission policy/procedure, call Elaine Atwood, Chief Academic Advisor, at 453-2052.

List of Core Curriculum Courses and Required Hours

These can be found online at http://corecurriculum.siu.edu

Transfer equivalences can be found at http://transfer.siu.edu/eval/index.html
LOCATION OF PROGRAMS ON CAMPUS

Office of the Dean........................................................................................................ASA, Room 222

Architectural Studies....................................................................................................Quigley 410

Automotive Technology.................................................................................................Southern Illinois Airport

Aviation Flight.................................................................................................................Southern Illinois Airport

Aviation Management.....................................................................................................Southern Illinois Airport

Aviation Technologies.....................................................................................................Southern Illinois Airport

Dental Hygiene.................................................................................................................ASA, Room 18

Electronic Systems Technologies..................................................................................ASA, Room 106

Fashion Design and Merchandising...............................................................................Quigley 409

Health Care Management..............................................................................................ASA, Room 18

Interior Design................................................................................................................Quigley 409

Information Systems Technologies.................................................................................ASA, Room 106

Mortuary Science and Funeral Service........................................................................ASA, Room 18

Physical Therapy Assistant...........................................................................................ASA, Room 18

Radiologic Sciences........................................................................................................ASA, Room 18

Technical Resource Management................................................................................ASA, Room 106
TELEPHONE DIRECTORY
CAMPUS SERVICES AND OFFICES

CAMPUS EMERGENCY .............................................................................................................. 911
SIUC POLICE .............................................................................................................................. 453-3771
DEAN’S OFFICE, College of Applied Sciences and Arts ......................................................... 536-6682
   Andy Wang, Dean
   Craig Anz, Associate Dean for Academic Affairs
   Tom Shaw, Associate Dean for Administration

REGISTRAR’S OFFICE, Student Services Building, room 0251 ........................................ 453-2963
BURSAR’S OFFICE, Student Services Building, second floor ........................................ 453-2221
CAPSTONE ............................................................................................................................... 453-7134
CENTER FOR ACADEMIC SUCCESS .............................................................................. 536-6646
CLINICAL CENTER, Wham, 141 ......................................................................................... 453-2361
DENTAL HYGIENE CLINIC, ASA ......................................................................................... 453-8826
DISABILITY SUPPORT SERVICES ..................................................................................... 453-5738
FINANCIAL AID OFFICE, Woody Hall, Wing B ............................................................... 453-4334
HEALTH SERVICE
   Appointments ................................................................................................................... 453-2391
   Student Emergency Dental Service ............................................................................... 536-2421
HOUSING .............................................................................................................................. 453-2301
IDENTIFICATION CARD, Student Center ..................................................................... 536-3351
INFORMATION TECHNOLOGY .......................................................................................... 453-6280
   Customer Service Center .............................................................................................. 453-2484
   Help Desk ......................................................................................................................... 453-5155
INTERNATIONAL PROGRAMS & SERVICES, Northwest Annex ................................ 536-7771
MORRIS LIBRARY .................................................................................................................. 453-2522
NIGHT SAFETY TRANSIT .................................................................................................... 453-2212
NON-TRADITIONAL STUDENT SERVICES ................................................................... 453-5714
PARKING DIVISION.........................................................................................................................453-5369
RECREATION CENTER..................................................................................................................453-1277
REGISTERED STUDENT ORGANIZATION..................................................................................453-5714
SIUC INFORMATION.....................................................................................................................453-2121
STUDENT CENTER INFORMATION.............................................................................................453-4636
STUDENT CENTER.........................................................................................................................536-3351
STUDENT LIFE & INTERCULTURAL RELATIONS.......................................................................453-5714
TESTING SERVICES......................................................................................................................453-6003
TRANSFER STUDENT SERVICES.................................................................................................453-2012
TRANSITIONAL PROGRAMS.........................................................................................................453-7041
UNIVERSITY CAREER SERVICES.................................................................................................453-2391
WOMEN’S CENTER.........................................................................................................................529-2324
WRITING CENTER at Morris...........................................................................................................453-1231
WRITING CENTER at Trueblood Hall, Learning Resource Center..............................................453-2927
LIST OF ASA SUPPORT SERVICES

ADVISEMENT
Chief Academic Advisor, Elaine Atwood.................................................................453-2052

ASA ADMINISTRATION...........................................................................................536-6682

CAREER SERVICES, Michelle Garrett.................................................................453-2391

INTERNERSHIP........................................................................................................check with your department

MENTORING.............................................................................................................check with your department

BUILDING EMERGENCY RESPONSE TEAM (B.E.R.T)

The College of Applied Sciences and Arts, in conjunction with the Department of Safety and the Center of Environmental Health and Safety has developed an emergency plan for various types of emergencies that might affect students, faculty and staff in the ASA building. Signs at each entrance/exit to the ASA building indicate the location of the “Storm Safe” areas within the building and designated assembly areas outside of the building. Instructions are provided on how to deal with emergencies such as Fire, Storm, Bomb Threat, and Chemical Spill. It is important that all occupants of the building familiarize themselves with these maps and procedures.
RESOURCES IN CYBERSPACE

Scholarships & Financial Aid Internet Addresses (URL)

College Board Online..............................................................http://www.collegeboard.com/
Living expenses budget, financial aid

College Net.................................................................http://www.collegenet.com/

College Recruiter Employment...........................................http://www.collegerecruiter.com/

College View.................................................................http://www.collegeview.com

Edu..........................................................http://www.usnews.com/usnews/eduhome.htm

Educaid.................................................................http://www.educaid.com
How to pay for college

FinAid Page.................................................................http://www.finaid.org
Includes several scholarship databases that can be searched free of charge

Go College/Go Scholarship Search........................................http://www.gocollege.com

Hope Scholarship Credit....................................................http://www.irs.ustreas.gov
Includes Hop Scholarship (tax credit) information

Learn More Resource Center..............................................http://www.learnmoreindiana.org/
Includes college profiles and financial aid information sites

National Scholarship Database............................................http://fastweb.monster.com/

Includes FAFSA Express which can be downloaded, or FAFSA on the Web, as well as the Student Guide

XAP Corporation.............................................................http://www.xap.com
**Study Skills & Learning Assistance**

Learning Skills Guides..........................http://www.dartmouth.edu/admin/acskills/#study
Practical guides for students

Study Skills Guides..........................http://www.csbsju.edu/academicadvising/help.html
Several online resources covering time management, listening skills, note-taking, stress management and much more!

Study Tips of the Week..........................................http://www.ohiou.edu/aac/tip/
Study tips from Ohio University’s Academic Advancement Center

**Standardized College & Graduate Entrance Exams**

Test Prep Center..........................................................http://testprepcenter.com
Materials, test dates, testing strategies for the SAT, GRE, GMAT, LSAT, MCAT

XAP Corporation..........................................................http://www.xap.com
Standardized tests and preparation center

**Career Exploration Web Sites**

America’s Job Bank.................................................http://www.ajb.dni.us

Careerbuilder..........................................................http://www.headhunter.net/
Resource Center: Wages/salary information, tips on job hunting, resume writing, online career fairs, and much more!

Monster Board..........................................................http://www.monster.com/
An interactive database for listings and locating job opportunities

SalukiNet  http://salukinet.siu.edu

Available to students at the Computer Learning Centers (Faner 1025/1031, ASA 112, Comm. B9, Rehn 21) or from any computer with Internet access and the latest version of one of the following: Windows-Internet Explorer, Firefox, Safari, Macintosh-Firefox, Safari

➢ To see your SIUC records on SalukiNet, you will need to login by entering your 9-digit Network ID and your Password on the Login page. To change or retrieve your password, go to http://salukinet.siu.edu/cp/home/displaylogin.

The following tabs are available on your personal portal

  o Welcome
  o MyTab
  o MyRecords
  o MyFinances
  o MyCampus

Map of SIUC Campus

http://www.siu.edu/maps/

STUDENT RECREATION CENTER

To contact the SIUC Student Recreation Center about any programs, services or facilities, you may call (618) 536-5531 or go to their website at http://www.reccenter.siu.edu/