History

The University of the Virgin Islands (UVI) was chartered on March 16, 1962, as the College of the Virgin Islands—a publicly funded, coeducational, liberal arts institution—by Act No. 862 of the Fourth Legislature of the U.S. Virgin Islands. According to that law, UVI's cornerstone objective is to provide for “…the stimulation and utilization of the intellectual resources of the people of the Virgin Islands and the development of a center of higher learning whereby and wherefrom the benefits of culture and education may be extended throughout the Virgin Islands.”

The enabling legislation was the result of at least two years of preparation and planning. In 1960, the V.I. Legislature created a temporary body called the Virgin Islands College Commission, comprised of interested island residents, to survey the need for a territorial college. In April 1961, Governor Ralph M. Paiewonsky pledged to establish such a college in his inaugural address. And in July 1961, Governor Paiewonsky hosted a Governor’s Conference on Higher Education, at which twenty educators observed and analyzed the Virgin Islands’ educational scene, and made recommendations for the creation of the College of the Virgin Islands (CVI).

The first campus opened on St. Thomas in July 1963, on 175 acres donated by the federal government. The first board of trustees took office in August 1963. In 1964, the college founded a second campus on St. Croix, on 130 acres also donated by the federal government.

CVI began by offering only associate of arts degrees. In 1967 it added bachelor’s degree programs in liberal arts and education. The first baccalaureate degrees were awarded in 1970, and in 1976 the college awarded its first master's degrees in education. Two years later, master’s degree programs in business administration and public administration were instituted on both campuses.

In 1972, the College of the Virgin Islands was awarded Land-Grant status by the U.S. Congress. This allowed for the establishment of an Agricultural Experiment Station and a Cooperative Extension Service. Since then, many other programs and services have been added. These include the Reichhold Center for the Arts, the Eastern Caribbean Center, the William P. MacLean Marine Science Center, the Sports and Fitness Center and the Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR).

In 1986, the College of the Virgin Islands was renamed the University of the Virgin Islands to reflect the growth and diversification of its academic curricula, community and regional services, and research programs. That same year, the United States Congress named UVI one of America’s Historically Black Colleges and Universities (HBCU); therefore, it holds the distinction of being the only HBCU outside of the continental United States.

As of August 2009, Dr. David Hall is serving as the fifth president of the university. The Savannah, Ga., native holds both a doctorate in juridical science and a master's degree in law from Harvard University.

Dr. LaVerne E. Ragster was the fourth president of the University of the Virgin Islands, 2002-2009. She succeeded Dr. Orville E. Kean who became president in 1990. Dr. Arthur A. Richards served as the second president of UVI from 1980-1990, while Dr. Lawrence C.
The University

Wanlass served as the first president from 1962–1980, when UVI was the College of the Virgin Islands.

UVI is a public liberal arts-based Masters II university, a Historically Black College and University and a Land-Grant institution. Today, UVI has a combined enrollment of approximately 2,600 full-time, part-time and graduate students on its two campuses. It continues to offer a high-quality, affordable liberal arts education and professional programs in a culturally diverse environment. The University’s objective is to be recognized as the leading American institution of higher learning in the Caribbean.

Accreditation and Memberships

The University of the Virgin Islands is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market Street Philadelphia, PA, 19104, (215) 662-5606. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation. The University is also an active member of the American Association for Higher Education, the American Association of State Colleges and Universities, the American Council on Education, the Association of Caribbean Information Systems, the Association of Caribbean Universities and Research Institutes, the Association of Governing Boards, the National Association for Equal Opportunity, and the National Association of State Universities and Land Grant Colleges.

The bachelor and associate degree programs in nursing education are accredited by the National League for Nursing, Accrediting Commission, 61 Broadway 33rd Floor, New York, New York 10006 (800-669-1656 ext. 153). The School of Business is a member of the Assembly of the American Association of Collegiate Schools of Business.

Location, Facilities and Global Access

The University of the Virgin Islands, located in the Eastern Caribbean, is 45 miles east of Puerto Rico. The University is located on two campuses. On St. Croix, the largest of the U.S. Virgin Islands, the campus includes academic facilities, a student life complex, the V.I. Cooperative Extension Service and the Agricultural Experiment Station. The St. Thomas Campus contains academic facilities, administrative and student service buildings, residence halls, the Reichhold Center for the Arts and the William P. MacLean Marine Science Center. In addition to these campuses, the University maintains the Virgin Islands Environmental Resource Station on the island of St. John.

Telecommunication facilities and Internet 2 connect the two campuses for videoconference classes and university meetings. Access to the Internet and World Wide Web supports distance learning course offerings as well as global information and communication for students, faculty and staff. The UVI home page, located at http://www.uvi.edu, provides current information and links to a wide range of university documents and information.

Information and Technology Services - Campus Learning Resource Centers

The Information and Technology Services (ITS) component is the one-stop-shop for information sources and educational technology to support instructional and research needs. Services and support, which are provided through the campus libraries and the ITS Helpdesk, include e-mail, Blackboard, library, computing and other learning resources.

The St. Croix Campus Library was founded in 1964 and was moved to its present location in the Melvin Evans Center for Learning in 1975. The St. Thomas Campus Library was founded in 1962 and moved to its present location and dedicated in honor of former Governor Ralph
The resources and collections of both libraries are oriented toward UVI's instructional and research programs and are expanded and updated on a continuous basis with input from faculty, staff and students. The libraries' current holdings of about 190,000 volumes and over 300 periodical subscriptions are accessible through a joint electronic catalog.

Special collections of Caribbean books and periodicals and an extensive pamphlet file of conference papers and other materials on the Caribbean round out the printed resources. The St. Croix Campus Library includes a Ralph DeChabert Collection of Virgin Islands and Caribbean Documents while the St. Thomas Campus Library has the Melchior Center for Recent Virgin Islands History. All of these resources are available through the joint electronic catalog.

From the Libraries' website, located at http://library.uvi.edu, users can access several online databases and over 1,000 full-text journals, including American Chemical Society Journals Online; Cumulated Index to Nursing and Allied Health (CINAHL), with the full text of a number of online nursing journals; and several general academic, business, humanities, biography, literature, and science databases from vendors such as EBSCO and Gale Group. The libraries also provide access to a growing number of digitized documents on the history and culture of the Virgin Islands. Membership in regional and national networks, such as SOLINET (Southeastern Library Network), facilitate resource sharing and access to electronic cataloging services with libraries worldwide.

Library services include loans of in-house materials, interlibrary loans between the UVI campuses and other external institutions, reference assistance and library instruction. Librarians work with faculty to integrate information literacy in the curriculum according to guidelines and standards developed by the Association of College and Research Libraries and promoted by the Middle States Commission on Higher Education. The Libraries are open to the public every day (except holidays) for a total of 81 hours per week when classes are in session. Intersession hours are posted. All registered students, faculty and staff are entitled to a library card, which must be presented to obtain library services, including the borrowing of library materials and other equipment. The Libraries collaborate with the Access and Enrollment Services Office to ensure retrieval of delinquent materials and collection of replacement costs for lost material, when necessary.

The ITS staff within the UVI Libraries support educational technology resources to enhance teaching and learning. A wide variety of audiovisual materials and presentation equipment is available to faculty and students for on-campus use. Several smart classrooms with instructional equipment for in-class Internet access, computing and presentations are maintained. Videoconference facilities are used to connect with students and faculty on the opposite campus for instruction and meetings. The Blackboard Learning Management System is used by faculty to deliver course materials and to interact with students.

Open computer labs and wireless access points available in key areas throughout the campus provide Internet access and computing facilities. Microsoft computer applications are available on campus through computer labs, smart classrooms and library laptops. Students have access to Microsoft applications in accordance with the University's licensing agreement.

For information and support of ITS learning resources, contact the Helpdesk at 693-1466.

Special Programs

The University offers a number of special programs through the Academic Colleges and Schools, the Community Engagement and Lifelong Learning (CELL) Center, the Agricultural
The University of the Virgin Islands is a member of the National Student Exchange program which offers undergraduate students an opportunity to study for up to one year at one of 171 colleges and universities in the United States and its territories. Students spend either their sophomore or junior year in the exchange program and return to the University of the Virgin Islands to graduate. Students from other NSE membership schools also spend a year or semester studying at UVI. Additional information is available from the Counseling and Placement Office. UVI is a member of the Association of Caribbean Universities and Research Institute (UNICA) and participates in the Caribbean Intercollegiate Student Exchange program. This program allows UVI students to spend a semester or an academic year at a participating university and allows students from participating Caribbean colleges and universities to spend a semester or academic year at UVI.

A cooperative agreement between the University of the Virgin Islands and Boston University School of Medicine exists whereby University of the Virgin Islands students, after meeting certain qualifications, may be accepted provisionally into the medical school at the end of their sophomore year. These students spend two summers and their senior year at Boston University and graduate with a bachelor of science degree from the University of the Virgin Islands. The College of Science and Mathematics has developed an articulation program in engineering with Columbia University in New York and Washington University in St. Louis. These articulation agreements allow students to begin their studies at UVI and then complete requirements for graduation at one of the schools. Students who satisfy all requirements receive one degree from UVI and a second degree in engineering from one of the two schools. There are less formalized transfer programs in pre-engineering, pre-pharmacy and pre-medical technology for students who wish to study in these fields at the University of the Virgin Islands before transferring to a specialized institution to complete their studies. Interested students should seek additional information from the Dean of the College of Science and Mathematics.

UVI has entered into several special agreements and collaborative ventures within the last few years. There will be joint collaborations on faculty and student exchanges, faculty research, and program development. Research will be conducted at the Etelman Observatory, located on St. Thomas at an elevation of approximately 1,500 ft. The Observatory houses a state-of-the-art 16-inch American Optical refracting telescope. The telescope has been fitted with a CCD camera, a computer controlled filter wheel, and optical encoders which allow the telescope to be positioned with exceptional accuracy. The facility will be used both for instructional purposes and research, which is sponsored in part by the South Carolina NASA Space Grant Consortium.

A cooperative student and faculty exchange agreement between Emory University and the University of the Virgin Islands is currently in effect. The exchange agreement provides for the regular exchange of students and faculty between the two institutions in order to enhance the education and the mutual understanding of both students and faculty.

The Virgin Islands University Center for Excellence in Developmental Disabilities (VIUCEDD), previously known as the Virgin Islands University Affiliated Program (VIUAP), was established in October 1994 to enhance the quality of life for citizens with developmental disabilities and
their families. VIUCEDD carries out its mission by promoting independence, productivity and full integration into the community through interdisciplinary training, exemplary service, technical assistance and information dissemination.

Other Collaborative Agreements or Memoranda of Understanding have been established between UVI and:

- Antigua State College
- Case Western Reserve University/Frances Payne Bolton School of Nursing
- Clarence Fitzroy Bryant Community College
- College of Staten Island Center for International Service
- Columbia University
- Consortium for Caribbean Marine Studies
- Consortium of Caribbean Universities for Natural Resource Management
- Department of Commerce
- Dominica State College
- HOVENSAL L.L.C.
- H. Lavity Stoutt Community College, British Virgin Islands
- National Oceanic and Atmospheric Administration
- Schneider Regional Medical Center School of Practical Nursing
- State University of New York at New Paltz
- U.S. Department of the Interior
- Universidad Internacional (UNINTER), The Center for Linguistic and Multicultural Studies
- University Consortium of Small Island States (UCSIS)
- University of Cape Coast
- University of Florida
- University of Ghana, Legon
- University of Maryland - Eastern Shore
- University of Mississippi
- University of St. Maarten
- Virgin Islands Department of Labor School to Work/Career Division
- Virgin Islands National Park Service

Special Degree Program Offerings
From time to time, the University develops special degree programs to provide workforce training and to enhance the professional development of service providers. One such program is the Inclusive Early Childhood Education Associate in Arts degree program. Designed to ensure that child care providers and early childhood professionals are trained to provide quality programs in which infants, toddlers, preschoolers, and children in the primary grades, with differing abilities are nurtured. The Associates in Arts program is designed for students to progress directly into the Bachelor of Arts program in order to become a certified teacher in grades K-3.

Another such program is the Associate of Applied Science in Process Technology, aimed at developing a workforce for the local petrochemical industry and other similar industries in the Caribbean region and worldwide.
GRADUATE PROGRAMS

Education Specialist in School Psychology
Master of Arts in Education
Master of Arts in Mathematics for Secondary Teachers
    Master of Arts in Psychology
    Master of Business Administration
    Master of Public Administration

UNDERGRADUATE PROGRAMS

* Bachelor of Arts Degree
  * Accounting
  * Business Administration
  * Communication
  * Criminal Justice
  * Elementary Education
  * English
  * Humanities
  * Inclusive Early Childhood Education
  * Psychology

* Bachelor of Science Degree
  * Computer Science
  * Criminal Justice

* Associate of Arts Degree
  * Accounting
  * Business Management
  * Computer Information Systems
  * Inclusive Early Childhood Education
  * Police Science and Administration

* Associate of Science Degree
  * Computer Science
  * Nursing

* Associate of Applied Science Degree
  * Criminal Justice
  * Process Technology
Campus Overview

The 130-acre campus of the University of the Virgin Islands on St. Croix is located at Golden Grove, midway between the towns of Christiansted and Frederiksted. Used by the University since 1964, the land was deeded to the University for educational purposes by the United States federal government in 1968. The entrance to the campus, from Queen Mary Highway, is lined by royal palm trees leading to the Melvin H. Evans Center for Learning, the residence halls and the Student Center. The main buildings include the Great House, which housed both classrooms and administrative offices before 1975; the Melvin H. Evans Center for Learning (the main academic building); the Northwest Wing, which was erected in 1989 and now houses the computer laboratories; the Research and Extension Center, which opened its doors in 1992 and houses the land-grant programs; and the Nursing complex, which has been home to the School of Nursing since 1996.

The Student Center houses a combination auditorium/cafeteria, the Snack Bar, the Office of Student Activities, the Student Activities Lounge, the Fitness Center, a student mail room and the Campus Bookstore. Behind the Student Center are recently constructed outdoor basketball, volleyball and tennis courts used for physical education classes, intramural athletics and recreation. The residence halls opened for student occupancy in January 1999. The residence hall complex is comprised of 17 three-bedroom suites, the Office of Student Housing & Residence Life, a reception area, lounge, two study/seminar rooms, laundry facilities and on-campus living quarters for the Student Housing Supervisor.

With more than 1,100 students, the St. Croix campus is managed under the leadership of a Campus Executive Administrator (CEA). The CEA is responsible for student affairs (career services, counseling, food services, health center, judicial affairs, orientation, on-campus housing, student activities), business services (bookstore, cashier, payroll, purchasing), campus security, grounds/facilities maintenance, and capital projects.

Melvin H. Evans Center for Learning

Opened in 1975, the Melvin H. Evans Center for Learning is named for the U.S. Virgin Islands’ first elected governor. This architecturally unique building is a modern air-conditioned, multi-level complex constructed around a landscaped courtyard with open-air walkways, galleries, attractive stonework, tropical foliage, miniature waterfalls and manmade ponds. The modular design of the building provides for future expansion as the higher education needs of St. Croix residents increase.

The Melvin H. Evans Center for Learning houses the Office of the Campus Executive Administrator, Office of the Associate Campus Administrator for Student Affairs, the Library, classrooms, faculty offices, video conferencing facilities, and a 73-seat theater. It also houses several of the Student Support Services, such as Academic Services, Financial Aid, and the Campus Advisement & Tutorial Services (CATS) Center, as well as the Business and Facilities Services, Physical Plant and Campus Security offices.

BUCS Fitness Center

In 2007 the Bucs Fitness Center was added to the Student Center. Formerly a storage room, this 900 sq. ft. facility houses state-of-the-art fitness equipment and is fully staffed by students.

The Great Hall

From 2006 – 2007, the St. Croix campus established several new facilities to enhance student learning and campus life. The North West Wing Great Hall is a multi-use space that
can be configured to three classrooms or one large assembly space that seats up to 200. This space opened in conjunction with several new faculty offices and two classrooms in the Northwest Wing Annex.

The Great House

Before construction of the Melvin H. Evans Center for Learning was finished in 1975, all classes on the St. Croix Campus were conducted in the Great House, a 19th century historic building that was originally the main house of a sugar cane plantation. Completely renovated in 2001, the Great House now includes the Office of the Provost, the Health Services Center, and Institutional Advancement.

Melvin H. Evans Center Library

See pp. 2-3 for information on the St. Croix campus library.

Research and Extension Center

The Research and Extension Center contains several programs of the Agricultural Experiment Station and the Cooperative Extension Service. This state-of-the-art facility is home to the Biotechnology Laboratory, with its light- and temperature-controlled growth room and molecular biology equipment; the Plant Science laboratory, where research is conducted in the areas of soil and plant analysis; a home economics food laboratory and four seminar rooms; 16 research faculty and staff offices; and a staff lounge.
### GRADUATE PROGRAMS
- Education Specialist in School Psychology
- Master of Arts in Education
- Master of Arts in Mathematics for Secondary Teachers
- Master of Arts in Psychology
- Master of Business Administration
- Master of Public Administration
- Master of Marine & Environmental Science

### UNDERGRADUATE PROGRAMS

#### Bachelor of Arts Degree
- Accounting
- Biology
- Business Administration
- Chemistry
- Communication
- Criminal Justice
- Elementary Education
- English
- Humanities
- Inclusive Early Childhood Education
- Marine Biology
- Mathematics
- Music Education
- Psychology
- Social Sciences
- Social Work
- Speech Communication and Theatre

#### Bachelor of Science Degree
- Applied Mathematics
- Biology
- Chemistry
- Computer Science
- Criminal Justice
- Marine Biology
- Mathematics
- Nursing

#### Associate of Arts Degree
- Accounting
- Business Management
- Computer Information Systems
- Hotel and Restaurant Management
- Inclusive Early Childhood Education
- Police Science and Administration

#### Associate of Science Degree
- Computer Science

#### Associate of Applied Science Degree
- Criminal Justice
- Process Technology
Campus Overview

The 388-acre St. Thomas campus of the University of the Virgin Islands is located three miles west of the town of Charlotte Amalie and overlooks John Brewer’s Bay. Currently the buildings include: The Ralph M. Paiewonsky Library; Residence Halls housing approximately 290 students; Continuing Education, Business Administration, Humanities, Nursing Education, Science and Mathematics, Social Sciences, and Teacher Education buildings; the Music Education Center; the Sports and Fitness Center; the William P. MacLean Marine Science Center; the Administration and Conference Center; the Dining Pavilion; the Wellness Center; the Health Services Center; and the Classroom Administration Building, which contains classrooms, a theatre, administration and faculty offices and science laboratories. The Reichhold Center for the Arts is also located on the St. Thomas campus.

The University campus includes the Herman E. Moore Golf Course, Brewer’s Bay beach, tennis courts and a basketball court for student use as part of the athletic and recreation programs. Several areas are used as playing fields. The golf course is used as a common area for diverse activities such as golf practice and special events. The multi-purpose Sports and Fitness Center was officially opened and dedicated January 2001.

Administration and Conference Center

The Administration and Conference Center (ACC), on the St. Thomas campus, officially opened on October 1, 2007. The building, formerly known as the Leo M. Harvey Student Center, was originally constructed in 1938. Renovations began on the three-story structure in 2005 to reprogram and expand the building from 20,000 sq. ft to 31,000 sq.ft. The ACC serves as the main administrative center for the campus housing offices of the President, Office of the Provost, Board of Trustees Liaison, Office of the Vice Provost for Research and Public Service, Administration and Finance, Accounting, Purchasing, Human Resources, Office of the CIO, Public Relations, Institutional Research, Sponsored Programs and Title III, IT Data Center, Access and Enrollment Services, and Office of the CEA, as well as three conference rooms. Access and Enrollment Services—which includes Admissions, Registrar and Financial Aid services—and the Cashiers Office, located on the first floor, serve as a one-stop service for students.

Ralph M. Paiewonsky Library

See pp. 2-3 for information on the St. Thomas campus library.

Music Education Center

The Music Education Center was officially dedicated on February 11, 1999. The Center provides a pleasant atmosphere for all who utilize the facility. It houses four private practice rooms (each room contains a piano), a tiered band room, a room specially configured for use by the University’s steel band, an elegant concert choir room and a computer lab/listening room.

The Reichhold Center for the Arts

UVI’s Reichhold Center for the Arts (1978) is a unique 1,196-seat amphitheater, built of wood, limestone, copper, steel and concrete in the heart of Brewer’s Bay, on the University’s St. Thomas campus. It annually plays host to a wide range of concerts and performances in fulfillment of its mission of enriching the cultural and social life of the people of the Virgin Islands. The center was built from an endowment given by the industrial philanthropist Henry H. Reichhold.
Sports and Fitness Center

The Sports and Fitness Center (SFC), on the St. Thomas campus, officially opened in January 2001. It is the largest indoor state-of-the-art facility of its kind in the Eastern Caribbean. The center is built on the site of the old UVI Field House (gym), formerly a 1930’s seaplane hangar built by the U. S. Navy.

The center is used primarily for physical education classes, intramural sports, and varsity athletics, including the men’s and women’s basketball and volleyball teams. It is available for rental and utilized widely on a rental basis by a variety of groups and organizations. The center has two levels which occupy over 64,000 square feet. The seating capacity is 2,500 for basketball games and 4,000 for concerts and other events.

The center houses three large classrooms, along with conference rooms, an aerobics room, a training room for sports injury treatment, dual cross courts, two volleyball courts, locker rooms, a lighting and sound room for concerts and special events, and a VIP viewing room overlooking the arena. The building also includes the offices of the Director and Assistant Director of Athletics, the Office of the Vice Provost for Research and Public Service, and faculty offices.

Campus Bookstore

The St. Thomas Campus Bookstore, is located on the upper campus in Jerome House, formerly the offices of Student Affairs. The 3,900 sq. ft structure was renovated in 2005 to support bookstore operations.

The Wellness Center

The Wellness Center (2010), located on the southwestern corner of the Sports and Fitness Center, is a 6,250-square-foot facility designed to meet the wellness needs of the campus. The single-story facility will provide space for dance, aerobics, weight training and general wellness-related activities.

Off-Campus Facilities

University facilities that are not on the main St. Thomas campus include Etelman House, site of an astronomical laboratory which is located on Crown Mountain, and the Virgin Islands Environmental Resource Station (VIERS). VIERS, located on the island of St. John, provides unique outdoor and marine learning opportunities through environmental education programs and research activities. Situated on the remote southern shore of the Virgin Islands National Park, close to hiking trails and coral reefs, VIERS’ 12 cabins can accommodate up to 48 overnight guests. A waterside laboratory, with dock, is accessible to students and researchers. VIERS is also available for personal enrichment and for group retreats. Clean Islands International, a non-profit environmental education organization, currently manages VIERS.
OFFICE OF THE PRESIDENT

The Office of the President is the lead component for executive management of the institution. It is comprised of the office of the Liaison to the Board of Trustees and the President’s administrative and managerial staff. The President’s Cabinet is comprised of the Provost, the Vice President for Administration and Finance, the Vice President for Institutional Advancement, the Chief Information Officer, the Vice Provost for Research and Public Service, the Vice Provost for Access and Enrollment Services, the Campus Executive Administrators, the Chief of Staff and the Executive Assistant to the President. In addition, the Coordinator for the institutional project known as Leapfrog, to further develop the technical and human capital capacity of the University in support of VISION 2012, also reports to the President. The President meets with his direct reports bi-monthly to discuss and decide policies and develop strategies for the achievement of institutional priorities.

OFFICE OF THE PROVOST

The Provost is the chief academic officer, the second line officer, the policy staff officer and reports to the President. The Provost is responsible for all matters relating to academic colleges and schools, academic programs, academic policy development, implementation and review, academic and student support services, enrollment management, research policy development, and research and public service. The units that report to the Provost are the Office of the Vice Provost for Research and Public Service, the Office of Institutional Research and Planning, the Office of Access and Enrollment Services, the Academic Colleges and Schools, Global and Graduate Education, the Virgin Islands University Center for Excellence in Developmental Disabilities, the Honors Program, and the Office of Community Engagement and Lifelong Learning.

Academic Colleges and Schools
The University’s degree programs are offered through five academic colleges and schools: the School of Business, School of Education, College of Liberal Arts and Social Sciences, School of Nursing, and College of Science and Mathematics. Each is headed by a Dean who reports directly to the Provost.

Community Engagement and Lifelong Learning (CELL)
The UVICELL Center focuses on providing educational opportunities that are in tune with the changing demands of the workplace and prepares individuals for high-demand careers. Students can enhance skills or gain professional expertise through a broad range of innovative programs and a variety of instructional formats.

Educational services include:
- Professional Development
  CELL focuses on affording seasoned professionals with the knowledge and skills to pursue a new career, advance in their current career, secure postsecondary certificates or prepare for national certification exams. Programs are conveniently offered in the evenings and on weekends for busy adults.
- Workforce Development
  CELL plays a vital role in shaping developing a well-trained workforce which is critical in today’s constantly changing workplace. CELL provides occupational skills and an opportunity to increase earning potential for those just starting a career or re-entering the workforce.
Personal Enrichment
CELL provides a variety of learning experiences in an array of subjects designed to improve the overall quality of life. Whether it is to learn a foreign language, make beautiful floral designs, decorate cakes professionally or even master home computing, the possibilities are endless.

Online Learning
UVICELL recently expanded its program offerings to include the delivery of online learning to its students. These courses and certificate programs are conducted entirely online and include training in high interest areas such as healthcare, business and computer applications. CELL also offers the business community a full complement of solutions designed to foster growth, increase productivity and enhance effectiveness.

Business services include:

Corporate Training
CELL assists in the growth and optimization of businesses by providing targeted and customized training programs. Corporate training programs are designed to improve an organization’s effectiveness, efficiency and productivity in an evolving business climate. Training can be conducted on-site, at the CELL Training Center or at any other location, and is delivered in a format that best meets the needs of the organization.

Consulting and Professional Services
CELL supports businesses in aligning operations with pre-defined strategy and continuously works with the organization to meet changing internal and external industry needs. CELL works with the organizational team to understand the goals and culture of the organization and then develop solutions to help the business grow. Whether it is performance improvement, technical services or conference and event management, CELL offers real world solutions to achieve desired goals.

OSHA Consultation
Employers can learn about potential hazards at their worksites and receive professional advice on establishing and improving their occupational safety and health management systems. The UVICELL Safety in Paradise Consultation Program offers training and education to assist in maintaining compliance with OSHA regulations and ultimately lowers workers’ compensation costs. This confidential consultation is offered at no cost to the employer.

Affiliations
• IACET: UVICELL is an authorized provider of the International Association for Continuing Education and Training (IACET). As an authorized provider, CELL grants IACET accredited Continuing Education Units (CEUs). The IACET CEU is internationally recognized as a measure of quality in continuing education and training.
• AMA: UVICELL has also partnered with the American Management Association (AMA) to offer a wide spectrum of management training, backed by AMA’s more than 80 years of management education experience. CELL is the authorized AMA provider in a number of Caribbean regions to include: Anguilla, Antigua and Barbuda, British Virgin Islands, Dominica, Jamaica, Puerto Rico, St. Kitts and Nevis, St. Maarten/St. Martin and the U.S. Virgin Islands.
• ACE: The American Council on Education’s College Credit Recommendation Service (ACE CREDIT) has evaluated and recommended college credit for a number of UVICELL courses. The American Council on Education is the major coordinating body for all the nation’s higher education institutions. ACE CREDIT helps adults gain access to academic credit at colleges and universities for formal courses and examinations taken outside traditional higher education.
• Homeland Security: The V.I. Office of Homeland Security’s State Administrative Agency has designated the UVICELL Center as the official vendor for Homeland Security training. The partnership provides training specifically for first responders, following the terrorist attacks on September 11th.

For more information on the services offered by UVICELL, call 693-1100 or visit http://cell.uvi.edu.
Virgin Islands University Center for Excellence In Developmental Disabilities

The Virgin Islands University Center for Excellence in Developmental Disabilities (VIUCEDD) was established in October 1994 and is funded by the U.S. Department of Health and Human Services, Administration on Developmental Disabilities and the U.S. Department of Education, Office of National Institute on Disability and Rehabilitation Research. The VIUCEDD mission is to enhance the quality of life for individuals with disabilities and their families and to provide them with tools necessary for independence, productivity and full inclusion into community life.

VIUCEDD’s goals are:
- To demonstrate and promote exemplary approaches in clinical, educational and community settings.
- To provide technical assistance.
- To disseminate information related to the implementation of best practices.
- To ensure the participation of persons with disabilities and their families in the design and implementation of all VIUEDD activities.
- To coordinate, implement and supervise support services for the families with children with disabilities that promote their independence, self advocacy and integration in the community.
- To provide training on the laws that protects the rights of persons with disabilities and their families and sensitivity towards persons with disabilities.

Global and Graduate Education

Global initiatives are realized through collaboration with the academic colleges and schools, student affairs, and institutions of higher education regionally, nationally, and internationally. Global initiatives encompass development, coordination, and monitoring of study abroad and special student and faculty exchange programs through affiliations, memoranda of understanding, and memoranda of agreements.

The graduate programs at the University of the Virgin Islands were developed to meet specific needs in the Territory and beyond. While each of the programs has its own mission, the overall aim of all the areas of graduate study is to provide a high-quality education for students to meet their professional and technical training needs. Information on degree programs is available in the Graduate Bulletin.

Committee on Learning Assessment for Student Success (CLASS)

CLASS’s charge is to facilitate, monitor and support the development and implementation of student learning outcomes assessment plans for UVI academic colleges and schools and for general education. CLASS’s long-term goal is to spearhead UVI’s transformation into a ‘culture of evidence’ and a learner-centered institution committed to student success.

Honors Program

The UVI Honors Program seeks to produce exceptional scholars and citizens by providing participants with enriched intellectual, leadership and outreach experiences designed to cultivate thoughtful, deliberative, articulate, ethically grounded, globally connected and actively contributing members of society. For details on the program, see p. 62 of this catalog.

RESEARCH AND PUBLIC SERVICE

The University of the Virgin Islands addresses two of the major elements of its Mission, Research and Public Service, through the strategic efforts of the units in the Research and Public Service Component. Collectively, the Agricultural Experiment Station (AES), the Center for Marine and Environmental Studies (CMES), the Cooperative Extension Service (CES), the Eastern Caribbean Center (ECC), the Research Publications Unit (The Caribbean Writer), the Small Business Development Center (SBDC), and the Water Resources Research Institute (WRRI) are principally responsible for defining and solving problems through research and providing quality services that address needs identified by the community.
Agricultural Experiment Station (AES)
The Agricultural Experiment Station is one of the two units that carry out the Land-Grant functions of the University. AES, which is located on St. Croix, conducts basic and applied research to meet the needs of local and regional Caribbean, as well as international, agricultural communities. These needs are in the areas of increasing production, improving efficiency of tropical plants and livestock, developing new enterprises, preserving and propagating endangered plant species, and protecting the natural resource base. The Station scientists are actively involved in projects in agronomy, animal science, aquaculture, biotechnology, agroforestry, and horticulture. Results of research projects are disseminated in scientific journals, research bulletins, fact sheets, farmers’ bulletins, seminars and workshops.

Center for Marine and Environmental Studies (CMES)
The Center for Marine and Environmental Studies addresses environmental problems unique to tropical island communities and advances knowledge and learning in coastal marine systems through research, education and outreach programs. Based in the McLean Marine Science Center on St. Thomas, CMES collaborates with local organizations, other universities and governmental agencies to assess and monitor marine ecosystems and identify methods of conserving fisheries and marine and coastal areas that provide support for sustainable natural resource management. The Virgin Islands Marine Advisory Service (VIMAS), a part of the national Sea Grant Program, collaborates with public and private sector institutions to disseminate information on St. Thomas, St. Croix and St. John. The Virgin Islands Environmental Resource Station (VIERS), located on St. John and managed by Clean Islands International, provides unique learning opportunities through environmental education and research programs and activities. CMES provides opportunities for UVI students to participate in active research projects and gain experience in a variety of field and laboratory techniques. The CMES facilities on St. Thomas and St. John provide easy access to a variety of tropical marine environments and include a fleet of research vessels, sea tables and aquaria, research instrumentation as well as training and support for air and nitrox scuba diving.

Cooperative Extension Service (CES)
The Cooperative Extension Service is the second unit that carries out Land-Grant functions. Through the federal network of the Land Grant University System, the Cooperative Extension Service is empowered as an agency for public education and information dissemination responding to the needs of the community. Its mission is to be a dynamic, flexible organization dedicated to delivering research-based educational programs and information that addresses critical issues affecting families, individuals and the communities of the U.S. Virgin Islands. CES carries out programs in agriculture and natural resources, 4-H, family and consumer science and communications, in the districts of St. Croix, St. Thomas and St. John. The agriculture and natural resource programs strive to meet the changing needs of the territory and offer technical assistance, training and advice to farmers, home gardeners, youth groups, government and nongovernment agencies and residents of the territory in the areas of environmental horticulture, livestock, natural resources and environmental management. The 4-H family and consumer sciences programs provide information in life-coping skills and encourage families to use all available resources to improve their quality of life. Areas of emphasis of the program include the Expanded Foods and Nutrition Education Program (EFNEP), which is designed to assist limited resource families in acquiring the knowledge, skills and attitudes in improving diets and nutritional well-being; youth programs such as the Children, Youth and Families at Risk (CYFAR); and the annual 4-H Summer Academy that provides information and educational programs to enhance the youth of the territory. The communications unit is responsible for promotion, and publications, such as Native Recipes, Virgin Islands Holiday Cooking, Heart of the Pumpkin, and Traditional and Medicinal Plants of St. Croix, St. Thomas, and St. John, come from this unit. Additionally, the communications unit has collaborated with other UVI departments in
the publishing of *Island Peak to Coral Reef - A Field Guide to Plant and Marine Communities of the Virgin Islands* and *Remarkable Big Trees in the U.S. Virgin Islands*.

**Eastern Caribbean Center (ECC)**
The Eastern Caribbean Center is an outreach division that anticipates the social, economic and environmental needs of the Virgin Islands and the region, and conducts research programs to address those needs. It also facilitates collaboration in research among local, national and regional institutions and organizations toward fulfilling the mission of the University and improving the quality of life for people within these areas. The ECC social research unit compiles and analyzes social and economic data, and also supports and extends the work of the U.S. Bureau of the Census. The survey research unit designs and carries out scientific sample household and telephone surveys. The Conservation Data Center (CDC) systematically compiles, analyzes and disseminates natural resource data to make it readily accessible to government and non-governmental organizations in making conservation and development decisions. The CDC also identifies and evaluates threats to natural areas and makes recommendations for addressing these threats through the utilization of the largest geographic information system in the Territory that is dedicated to natural resource management. ECC also publishes Caribbean Perspectives, a cutting-edge annual magazine that speaks to the leadership throughout the Caribbean.

**Office of Sponsored Programs (OSP)**
The Office of Sponsored Programs (OSP) is the university unit responsible for liaison with funding agencies that sponsor research and other activities at UVI. OSP assists faculty and staff with proposals and with grants implementation and management. OSP can help design projects and develop proposals in order to improve the likelihood of success and can help to identify funding agencies that are interested in supporting UVI projects. OSP offers workshops from time to time on seeking sponsorship, writing proposals and managing grants. Advice and assistance is also available on a case-by-case basis. OSP also manages the U.S. Department of Education Title III Institutional Strengthening Program, under the direction of the President.

**Research Publications Unit**
*The Caribbean Writer* is the primary publication of the Research Publications Unit at UVI. An international literary journal, *The Caribbean Writer* publishes exceptional works by established and emerging writers from the greater Caribbean region and beyond. As the name implies, the journal’s focus is the Caribbean region. The journal premiered in 1987, and includes poetry, prose, personal narrative, book reviews and special sections, often tributes to Caribbean writers and/or intellectuals who have died. One of the ambitious goals of the journal is to develop and foster new writers and to continue to serve as an outlet for new writings in the Caribbean, and plans to launch the Ay-Ay Summer institute in 2011. In its 24th year, The Caribbean Writer, has 24 volumes, plus two other anthologies, *Contemporary Drama of the Caribbean*, edited by Erika J. Waters and David Edgecombe, and *Seasoning for the Mortar: Virgin Islanders Writing in The Caribbean Writer Volumes 1-15*, edited by Marvin E. Williams. A refereed journal, the editorial board consists of UVI humanities faculty, and the Advisory Editorial Board comprises of an international, acclaimed group of established Caribbean writers, including Nobel Laureate Derek Walcott, et al. The website, www.TheCaribbeanWriter.org, has become a global resource for Caribbean literature.

**Small Business Development Center (SBDC)**
The V.I. Small Business Development Center (VI SBDC) is a partnership program between the U.S. Small Business Administration and the University of the Virgin Islands. Its mission is to assist emerging and existing small businesses through high quality professional counseling and training, contributing the economic growth of the U.S. Virgin Islands. It provides small business owners and aspiring entrepreneurs practical assistance to grow and prosper in an ever-changing economy. Since its establishment in 1985, the VI SBDC
has played a vital role in the development of local businesses and the reduction of failure among existing businesses. Business Counseling Services are free and confidential. The VI SBDC is part of a close network of public and private business organizations committed to fostering the economic stability and growth of small businesses in the territory.

**Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR)**
The Virgin Islands Experimental Program to Stimulate Competitive Research (VI-EPSCoR) promotes the development and use of science and technology in the territory to help the local community develop creative solutions to educational and environmental challenges and to improve the quality of life for its members. VI-EPSCoR is working to increase the Virgin Islands’ access to and development of new knowledge, products, services, partnerships and a skilled workforce for the 21st century and beyond. It supports research on locally relevant topics including the health of coral reef ecosystems, fisheries management and coastal ocean systems. VI-EPSCoR funds are also used to strengthen the territory’s education in the areas of science, mathematics and technology, and VI-EPSCoR aims to provide students with opportunities to engage in hands-on and feet-wet learning in marine science. VI-EPSCoR is supported by a grant from the National Science Foundation, funding from the government of the Virgin Islands and by generous donations from members of the Virgin Islands community. The program is hosted by the University of the Virgin Islands on behalf of the people of the Virgin Islands.

**Water Resources Research Institute (WRRI)**
The Water Resources Research Institute conducts research throughout the U.S. Virgin Islands. Its meteorological observatory, which provides real time weather data that can be accessed through the Internet and a water quality laboratory on the St. Thomas Campus serve as resources for the Virgin Islands community. Current WRRI research includes investigating ways to reduce non-point source pollution to the critical nearshore marine environment of the islands. This includes identifying methods of erosion control, development of methods for coastal water quality assessments and finding innovative ways to treat domestic wastewater as alternatives to traditional septic tank systems. Other WRRI activities include dissemination of information promoting conservation of the islands’ water resources and providing environmental research training experiences for students and others.

**OFFICE OF INSTITUTIONAL RESEARCH AND PLANNING**
The Office of Institutional Research and Planning (IRP) gathers data on the University and provides information useful for making strategic decisions. IRP produces an annual Institutional Data Summary which contains the latest statistics on enrollment, student and faculty characteristics, University income and expenditures, and related topics. For some topics, historical data are provided to establish trends. Brief reports are sometimes issued on topics of general interest, or in response to special requests of other university units.

IRP keeps abreast of events and trends in the Virgin Islands, the Caribbean region and beyond to note factors which might impact the future of the University. The results are made available to persons planning for the future of the University. IRP provides annual reports to the National Center for Education Statistics and the Commission on Higher Education of the Middle States Association of Colleges and Schools, and participates in surveys conducted by other external agencies. Linkage to other universities is maintained through the Internet and by membership in the Association for Institutional Research and in the Society for College and University Planning.
Admissions Policies

The University of the Virgin Islands is a four-year, liberal arts, coeducational, multi-cultural institution that welcomes applicants, without regard to race, color or creed, to participate in a sound educational experience.

To be matriculated at the University of the Virgin Islands, a candidate must have graduated from high school or have achieved the equivalent of high school graduation.

A candidate for admission from the United States Virgin Islands, the United States or the Commonwealth of Puerto Rico must have achieved at least a “C” average (2.00 on a 4.00 scale) by the end of the junior year of high school and be maintaining at least a “C” average during the senior year. In general, the basic requirement for admission is four years of high school English, three years of mathematics, three years of science, two years of history, foreign language and physical education. One year of a foreign language is preferred. Individual programs may have additional admissions requirements; applicants should consult the section of the catalog describing the programs for those requirements.

Applicants who are home schooled are welcome to apply for admission to the University of the Virgin Islands. The Admissions Office requires evidence of successful academic preparation, completion and proficiency in the following areas:

- four years of English
- three years of mathematics
- two years of history
- three years of science
- two years of a foreign language

The University recognizes home-schooled students whose programs are certified and approved by their state, as required. Home-school programs may also be recognized by national accrediting bodies, such as the American Council on Education (ACE), the U.S. Department of Education or the Council on Recognition of Post-secondary Accreditation (CORPA). All freshman applicants must submit transcripts and SAT or ACT scores. The General Education Equivalency Diploma (GED) may also be submitted to verify secondary school experience. Students are expected to submit credentials, transcripts or their equivalent to demonstrate their ability to achieve successful academic progress.

The University also recognizes nontraditional education experiences, including distance education, online courses and alternative schooling programs approved by national or international recognized certifying entities. Such entities include ACE, CORPA, U.S. Dept. of Education, or institutions officially recognized within their national systems. Credentials, official transcripts or their equivalent must be provided as evidence of successful completion and academic preparation. Students may be asked to submit additional information, including syllabi, recommendations and course descriptions, especially if seeking transfer credit. Applicants who do not meet the University’s admission requirements may be enrolled as non-matriculated students. These students may subsequently apply for matriculated status after earning a minimum of 18 credits in degree courses with a cumulative grade point average of at least 2.00 on a 4.00 scale at the University of the Virgin Islands. These credits must include the general education requirements in English and the general education mathemat-
ics and science credits required by the degree they intend to pursue.

Applicants from other countries should consult the section on International Student Admission below. In general it should be assumed that the University will expect, in addition to facility in English, the same preparation that would be required of students entering from the United States.

Students who have not completed secondary school may demonstrate equivalency by presenting passing scores on the General Education High School Proficiency Test (GED). Information on the GED is generally available from the Virgin Islands Department of Education and from education departments in the United States.

Students with disabilities who have special needs should contact the Counseling and Placement Office upon submission of the Enrollment Confirmation and Deposit fee, at least one month prior to Orientation.

**How to Apply**

1. Request application forms from the Admissions Office, University of the Virgin Islands, #2 John Brewer’s Bay, St. Thomas, U.S. Virgin Islands 00802-9990, or Office of Academic Services, University of the Virgin Islands, RR1, Box 10,000, Kingshill, St. Croix, U.S. Virgin Islands 00850. Applications are also accessible via the UVI homepage at [http://www.uvi.edu](http://www.uvi.edu).

2. Students should submit completed application packages by the stated deadline, to include: SAT or ACT scores, the application, the $25.00 application fee, and official high school and/or college transcripts.

3. Return to the Admissions Office the forms which the candidate is asked to complete.

4. Arrange through the guidance counselor to take either the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board or the American College Test (ACT) of the American College Testing Program. All candidates for admission as freshmen must take either of these tests. Prospective candidates are encouraged to take one of the tests for practice and guidance in their junior year in high school and to repeat it in their senior year to better reflect the student’s ability.

Candidates are responsible for applying to take the College Board or ACT test and for having their scores sent to the University by the Admissions deadline. The College Board identification code for the University of the Virgin Islands is 0879; the ACT number is 5288. Foreign students should check with their local Ministry of Education to determine dates and times for the SAT tests, or write to: College Board ATP, P.O. Box 6200, Princeton, NJ 08541-6200.

5. Read section on matriculated part-time students if interested in enrolling in that category.

**When to Apply**

New students—both freshmen and transfers—should apply for admission by April 30 for fall semester classes and by October 30 for the spring semester. Note that the application form and all supporting documents MUST be submitted by the published deadline in order for an application to be considered complete.

**Application Fee**

All students are required to pay a non-refundable $25.00 application fee. The application fee of $25.00 must be submitted in U.S. dollars by certified check or money order. Students are
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urged to apply well in advance of stated deadlines. Officially authenticated copies of secondary credentials are to be submitted with the application for admission.

Enrollment Confirmation and Deposit

Following a favorable decision on an application, the applicant will be notified to confirm his or her intent to enroll by making a non-refundable enrollment deposit of $100.00 towards the tuition costs for the upcoming semester. If the applicant registers as expected, the deposit will be credited to the tuition charge for that semester. Should the applicant decide not to register, however, the deposit will be forfeited and cannot be used to offset any other charges the applicant may have incurred. The $100.00 enrollment deposit is mandatory and should be submitted by June 15 for the Fall semester and by December 1 for the Spring semester.

Applicants are encouraged to make their decision as early after notification as possible so that they and the University can make plans for their enrollment and first-semester program.

International Student Admission

1. For applicants from British-oriented systems, officially certified copies of General Certificate of Education (GCE) examinations or Caribbean Examination Council (CXC) examinations should be submitted directly to the Office of Admissions. Passes in five ‘O’ level GCE or CXC General Passes (Grades I and II), or a combination of both, including English language, are acceptable for admission. CXC General passes (Grade III) will also be accepted if based on the six-point grading scale. The British Virgin Islands Grade I certificate is required for applicants from the BVI High School.

2. Applicants whose native language is not English must submit the Test of English as a Foreign Language (TOEFL) test results. For information, write directly to TOEFL, Educational Testing Service, Box 899, Princeton, NJ 08540 USA, or check out TOEFL information online at www.ets.org.

3. Applicants must demonstrate the ability to pay for at least the first year of study. No scholarship or financial aid is available at this time for entering students from other countries. The I-20 Immigration Form will not be issued until the applicant has been accepted by the Admissions Office and has submitted a Certification of Finances form indicating how fees will be paid while attending the University of the Virgin Islands.

Regulations of the U.S. Department of Justice, Immigration and Naturalization Service governing non-immigrant “F-1” students require that all persons in this category pursue a full-time course of study. This means that undergraduates must register for a minimum of 12 credits per semester and graduate students a minimum of 9 credits per semester.

4. All supporting documents, including the Certificate of Finance form, letters from financial institutions, letters to verify room, board and living arrangements, etc. must be submitted by the application deadline.

5. Applicants with “A” level certificates should see the section on “Transfer Admission.”

Early Admissions Program

The Early Admissions Program was established to encourage superior and mature high school students to attend the University either on a full-time or part-time basis upon completion of the 11th grade. Eligibility for entry into the program is based on the following criteria: 1) successful completion of the 10th and 11th grades in a U.S. Virgin Islands high school; 2) minimum academic average of 3.00 on a 4.00 scale, based on grades received in grades
9, 10 and 11 (first semester); 3) students must also submit SAT scores in order to facilitate placement. A minimum of 490-Math and 500-Verbal is required. Candidates must be recommended from their respective schools.

Four-year renewable scholarships may be available to resident students. In order to remain eligible for a scholarship a student must maintain a cumulative grade point average of 3.0 earning no grade less than “C” on a 4.0 scale, except for the first semester. Depending upon the availability of funding, the scholarship may include tuition, room, board, fees and a book stipend. Inquiries concerning the program may be addressed to the Access and Enrollment Services Office on either campus.

Transfer Admission

A candidate for admission by transfer from another university or college must submit all information required by a regular applicant. In addition, the director of student affairs of the institution from which the student is transferring will be requested to submit a confidential report on the student’s conduct. To be admitted as a transfer student, the candidate must have completed at least 12 semester credits and achieved at least a 2.00 cumulative grade point average, on a 4.00 scale, at the college(s) attended. Applicants who do not meet the cumulative average requirement may be enrolled as non-matriculated students. These students may subsequently apply for matriculated status after earning a minimum of 18 credits in degree courses with a cumulative grade point average of at least 2.00 on a 4.00 scale at the University of the Virgin Islands. These credits must include the general education requirements in English and the general education mathematics and science credits required by the degree they intend to pursue. Students with less than 12 semester college credits must submit all high school and college transcripts. Students who transfer fewer than 24 credits must complete required Freshman Year courses. Those transfer students who will be required to take placement exams will be so informed. Students will be notified when to appear for testing.

Students seeking admission with advanced standing must have official transcripts of all the previous college or university work mailed directly to the Admissions Office, University of the Virgin Islands, from the college or university previously attended.

Students from a British-patterned school system, who receive “pass” or above in the G.C.E. Advanced (“A”) Level Examinations, may receive credit toward advance standing. A certified copy of the “A” level certificate bearing the official stamp of the high school attended or the signature of the principal must be submitted in order to receive credit.

Transfer of Academic Credits to the University

1. Transfer credits will be accepted only for matriculated students.

2. No grade lower than “C” may be accepted.

3. Full credit may be assigned for degree courses taken at institutions accredited by institutional accrediting groups recognized by the Council on Recognition of Postsecondary Accreditation (CORPA).

4. Full credit may be assigned for degree courses taken at institutions not accredited by accrediting groups recognized by CORPA, after the matriculated student has completed his or her first semester at the University with a grade point average of 2.00 or better in the University of the Virgin Islands course work.

5. The minimum cumulative grade point average of a transferring student shall be 2.00.
6. **Transfer students must meet the general education requirements** and the major requirements of University programs. The general education equivalencies will be shown on the evaluation form approved by the Director of Admissions. The applicability of any transferred major courses or electives to the major requirements must be approved by the Dean.

7. **Students who are holders of an Associates degree from an institution recognized by the University** will be awarded transfer credit equal to the number of credits earned from their Associates degree. Quarter credits will be equated to comply with the UVI credit system. Students must have an earned 2.0 cumulative grade point average, as per transfer admission requirements.

Transfer students who have completed an Associates degree will have satisfied the general education requirements. Advisors will evaluate transcripts to determine students’ eligibility for admission to their major and for any specific college or school general education requirements.

Transfer students will be assisted by faculty advisors to insure major requirements are completed. Transferred courses, as appropriate, may be considered towards the attainment of major requirements. Students are expected to be actively involved in their education planning.

8. **Thirty of the last 36 credits** toward a degree must be earned at the University of the Virgin Islands. This requirement may be waived by the Provost only in cases where the student must complete the final year(s) of studies at another institution recognized by the University of the Virgin Islands.

9. **Courses completed within the preceding ten years** may be accepted in transfer. Course work more than ten years old must be reviewed on a case-by-case basis to determine its appropriateness to the current University course requirements. Appeals should be directed to the Provost.

10. **Credits earned** by successful completion of certain CLEP, ACT and National League for Nursing examinations are generally accepted. Courses for which credit by examination is accepted are listed elsewhere in this catalog.

11. **Credits from foreign institutions** are accepted on a case-by-case basis. The student may be required to have courses evaluated by an agency acceptable to the University.

12. **Appeal from any decision** concerning the above policies shall be made to the Provost.

13. **The Director of Admissions** shall act as reporting officer for the publication Transfer Credit Practices of Selected Educational Institutions.

**Readmission to the University**

Matriculated students (admitted students who enrolled and began attendance at the University) who are not in attendance during two or more consecutive semesters (excluding summer session) must apply to be readmitted to the University. Submit the application for readmission, and a $15.00 readmission fee, to the Admissions Office, along with official final transcripts from any institutions attended since previous enrollment at UVI. Readmission forms are filed by October 30 for the spring semester; by April 30 for the fall semester. A minimum 2.0 cumulative grade point average is required in order to be readmitted and enroll full time. Students who have a grade point average below 2.0 may attend part time, only.
Senior Citizen Education Program

The Virgin Islands Legislature, by Act No. 5358, has provided that certain senior citizen residents of the U.S. Virgin Islands may enroll in regularly scheduled courses at the University of the Virgin Islands free of charge to the student. Regularly scheduled courses are those that appear in the fall, spring or summer schedule of classes.

Proof of Status: To be eligible for waiver of tuition and fees, a person must meet the following criteria:

1. Be at least 60 years of age, as verified by the senior citizen ID card issued by the V.I. Department of Human Services, and
2. Be a resident of the Virgin Islands for at least one year, as verified by rent receipts, utility bills, data on ID card, or other such proof of residence.

Qualifications for Registration: Students may be enrolled as matriculated students or non-matriculated students. In order to qualify as matriculated students, individuals must apply for admission and must meet the admissions requirements contained in this catalog. Non-matriculated students may take courses for which they meet the prerequisites. Non-matriculated students are limited to part-time study.

Registration Procedures for the Senior Citizen Education Program

1. Prospective students will register during the late registration period. They may enroll in courses for which they qualify that have space open at that time. Priority will be given to those persons enrolled in programs administered by the Department of Human Services.
2. All prospective students will present verifying documents to the Access and Enrollment Services Office on either campus. A form will be provided which eligible students will present to the Business Office so that payment may be waived.
3. Prospective students will present proof of prerequisites for courses for which they wish to receive credit. Those who wish to audit need not present such evidence. Auditors attend class regularly, do all work that is not graded, but do not earn grades or credits. NOTE: As for all students, those making use of this benefit are required to observe the University regulations published in the catalog and other University publications.

Additional Preparation and Testing

Summer Session: Students who need additional preparation in one or more basic skills—English, mathematics, reading—before enrolling as degree candidates may attend the University’s summer session(s). The session provides the opportunity to enhance essential skills required for further study. Completion of skills courses prior to enrollment in the University prepares students for degree-level work in the freshman year. Students may enroll in up to six credit hours of classes per session.

Placement: Initial placement in college-level courses is based upon SAT/ACT scores and/or college transcripts.

Guidelines for placement in college level courses:

1. Students who score 490 on the SAT-Math, or 20 ACT-Math, may enroll in college level math classes.
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2. Students who score 500 on the Critical Reading and Writing sections of the SAT Reasoning Test, or 21 on the ACT English or English/ Writing Test, may enroll in college-level English. Students who score less than 500 on the Critical Reading section of the SAT or less than 21 on the ACT should enroll in ENG 101/RCA 021, and students who score less than 500 on the SAT Writing section or less than 21 on the ACT should enroll in ENG 100/WAC 011.

3. Students who have completed acceptable college courses in English composition and/or mathematics may enroll in appropriate courses on the recommendation of their advisors.

4. Students who have completed an earned associate or higher degree may enroll in college level courses.

5. Students who complete basic level course in math and/or English with a grade of “C” or better.

6. Students who score less than 500 on either component of the SAT Reasoning Test, or 21 on the ACT English or English/Writing Test, may enroll in college-level English courses if they pass a placement test administered by the Humanities Department. The Placement test is given the first day of Freshmen Orientation in the fall and spring, and the first day of classes by arrangement during the summer.

Guidelines for placement in development level courses are the following:

1. Students who do not meet any of the criteria indicated in the guidelines above.

2. Students who do not provide SAT or ACT scores.

3. A Math placement test will be administered to students in the developmental courses. Outcomes may allow for placement into a college level math course for degree credit.

4. A Reading placement test will be administered to students in the developmental courses. Outcomes may allow for placement into another English course.

5. A Writing placement test will be administered to students in the developmental courses. Outcomes may allow for placement into another English course.

It is required that students pass both English 100-WAC 011 and English 101-RCA 021 before taking English 120.

College Board Advanced Placement Program (AP): Credits will be awarded for matriculated students who have participated in the College Board Advanced Placement Program in high school and have earned scores of three or higher only in the areas listed below. The University of the Virgin Islands courses and requirements waived and credits will be determined by the Admissions Office.

- American History
- Art History
- Biology
- Chemistry
- Classics
- English
- European History
- French (Language)
- French (Literature)
- German
- Mathematics (Calculus AB)
- Mathematics (Calculus BC)
- Music Physics (C)
- Spanish
- Studio Art*

*Studio Art credit is received after portfolio evaluation, not examination.
**College Level Examination Program:** Students who have acquired sufficient skill and knowledge in an area of study tested by the College Level Examination Program (CLEP) may contact Enrollment Services on St. Thomas or St. Croix to arrange for testing. The University of the Virgin Islands is an official limited center for the CLEP examinations. There is a fee of $65.00 per examination, and a $10.00 administration charge for CLEP examinations. Students must wait six months before retaking a CLEP examination. In general, credit at the University of the Virgin Islands will be awarded for CLEP scores at or above the level recommended by the College Board for the following areas only:

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<thead>
<tr>
<th>CLEP TEST</th>
<th>COURSE EQUIVALENT</th>
<th>CREDITS</th>
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<td>ACC 201</td>
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<tr>
<td>Management Accounting</td>
<td>ACC 202</td>
<td>3</td>
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<tr>
<td>Principles of Marketing</td>
<td>MKT 301: Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>Principles of Management</td>
<td>MGT 301: Principles of Management</td>
<td>3</td>
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<tr>
<td>Introductory Business Law</td>
<td>BUS 351: Business Law</td>
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<td>General Chemistry</td>
<td>CHE 151-152: General Chemistry I-II</td>
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<tr>
<td>Information Systems and Computer Applications</td>
<td>CIS 210: Business Information Systems</td>
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<tr>
<td>Principles of Macro-Economics</td>
<td>ECO 221: Introduction to Macro-Economics</td>
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<tr>
<td>Analysis and Interpretation of Literature</td>
<td>ENG 261-262: World Literature I-II</td>
<td>6</td>
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<td>English Literature</td>
<td>ENG 321, 322: British Literature</td>
<td>6</td>
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<tr>
<td>American Literature</td>
<td>ENG 361-362: American Literature-Major American Writing</td>
<td>6</td>
</tr>
<tr>
<td>American History I: Early Colonization to 1877 and American History II: 1865</td>
<td>HIS 320: History of the United States</td>
<td>3</td>
</tr>
<tr>
<td>College Algebra</td>
<td>MAT 140: College Algebra with Applications</td>
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<td></td>
<td>MAT 143: Pre-Calculus Algebra</td>
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<td>Trigonometry</td>
<td>MAT 142: College Trigonometry</td>
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<tr>
<td>College Algebra and Trigonometry</td>
<td>MAT 143-142: Pre-Calculus Algebra- College Trigonometry</td>
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<tr>
<td>Calculus with Elem. Functions</td>
<td>MAT 241-242: Intro to Calculus and Analytical Geometry I-II</td>
<td>8</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>PSY 120: General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Introductory Sociology</td>
<td>SOC 121: Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>Spanish</td>
<td>SPA 131-132-231: Elem. &amp; Intermediate Spanish</td>
<td>12</td>
</tr>
</tbody>
</table>

**Nursing Advanced Placement**

**Advanced Placement in the Associate Degree Program in Nursing for Licensed Practical Nurses:** Licensed practical nurses may earn ten credits by advanced placement in the associate degree nursing program. Credit for Nursing 100 (Medical Terminology), 131 (Nursing Skill Acquisition) and 132 (Introduction to the Nurse-Client System) will be placed in escrow and granted upon successful completion of Nursing 142 (Adult I). In order to enroll in this course, the student must have met all other requirements for entry into the associate degree nursing program.

**Advanced Placement in the Bachelor Degree Program in Nursing for Licensed Practical Nurses:** Licensed Practical Nurses may be awarded advanced placement of 6 credits for NUR 208, Fundamentals of Nursing, after successfully completion of the first-year general education
requirements, chemistry and NUR 120 (Foundations of Nursing). An additional 11 credits for NUR 228, Nursing Roles with the Childbearing Family (6 credits), and NUR 309, Nursing Roles in Pediatric Care (5 credits), may be received by successfully passing the National League for Nurses Nursing Acceleration Challenge Exam (ACE) I - PN to RN prior to the start of the semester after all first-year general education requirements are satisfied. The nursing faculty reserves the right to require validation testing of clinical skills for any course for which credit award is considered.

**Advanced Placement in the Bachelor of Science in Nursing (B.S.N.) Program:** Students who have passed the VCLEX-RN examination and hold valid Virgin Islands registered licences will be granted a maximum of 35 credits in consideration of nursing courses completed in the course of obtaining an associate degree. Credit for NUR 208, NUR 228, NUR 229, NUR 308, NUR 309, NUR 318 and NUR 319 will be granted with evidence that the student is a registered nurse. All registered nurses seeking the baccalaureate degree must seek advisement from a nursing faculty member to plan their individual programs of study. All students will be required to complete NUR 121, Concepts of Nursing, as the first course in the B.S.N. Advanced Placement Sequence, and complete all other required courses in the BSN paradigm.

**Education Advanced Credit**

**Advanced Credit for Teacher Education Courses:** Students will receive advanced credit upon successful completion of the following ACT proficiency examination:

<table>
<thead>
<tr>
<th>TEST</th>
<th>COURSE EQUIVALENT</th>
<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading Instruction in the Elementary Schools</td>
<td>EDU 353: Teaching the Language Arts</td>
<td>3</td>
</tr>
</tbody>
</table>

The minimum passing score on the history test is C; the minimum passing grade for the reading instruction test is a 50 standard score. Interested persons should contact Enrollment Services on St. Thomas or on St. Croix.

**Residency Regulations for Tuition Purposes**

Questions regarding residency status upon initial application to UVI should be directed to the Office of Admissions. For a change in residency status after enrollment, contact the Access and Enrollment Services Office on either campus. Residency for tuition purposes is established by providing evidence of fulfilling several conditions, including: (1) you must be a citizen of the United States, permanent resident alien, or a legal alien who has been granted indefinite stay by the U.S. Immigration and Naturalization Services (INS); and (2) living continuously in the United States Virgin Islands for 12 continuous months immediately preceding registration and/or application for admission.

Living or attending school in United States Virgin Islands is not equated to establishing legal United States Virgin Islands residence. Students are required to provide documentation to support a request for United States Virgin Islands residency status, which shows their presence in United States Virgin Islands is for purposes other than to attend school. Full-time students working part-time jobs may have difficulty in establishing residency. Please note that documentation must reflect maintenance of twelve months of continuous residency in the United States Virgin Islands. No single document will be sufficient to provide conclusive evidence of establishing United States Virgin Islands residence. The burden of proof of permanent residence lies with the student.

**Reclassification of Residency Status**

A student requesting reclassification as a United States Virgin Islands resident for tuition purposes must demonstrate by clear and convincing evidence that his/her domicile is in
the United States Virgin Islands. The burden of proof lies with the applicant to establish, beyond a doubt, his or her permanent and fixed legal ties to the United States Virgin Islands and separation of ties to any other state. An approved change in residency will take effect the next regular (Fall and Spring) semester. All requests for a change in residency should be submitted to the Access and Enrollment Services Office on either campus by November 15 for the Spring semester; and by April 30 for the Fall semester.

**A. Resident for Tuition Purposes**

A United States Virgin Islands “resident for tuition purposes” is a person who (or a dependent person whose parent or legal guardian) has established and maintained legal residence in the United States Virgin Islands for at least twelve months prior to the semester in which there is the intent to register. Residence in the United States Virgin Islands must be as a bona fide domiciliary, rather than for the purpose of maintaining a residency merely for enrollment at an institution of higher education.

To qualify as a United States Virgin Islands resident for tuition purposes, the student must meet the criteria indicated:

- be a citizen of the United States, permanent resident alien, or a legal alien who has been granted indefinite stay by the U.S. Bureau of Citizenship and Immigration Services (INS).

- Students who depend on out-of-state parents for their support are presumed to be the legal residents of the same state as their parents.

- Non-resident students who marry a bona-fide resident of the U.S Virgin Islands may be reclassified to residency status for tuition payment purposes not sooner than 12 months after the date of marriage. Official documents to verify marriage should be submitted to support request.

- A United States Virgin Island resident who has left the territory to attend school, or for military or other temporary purposes, and has permanent residence as the VI, will be considered an In-Territory student.

- No contrary evidence exists which may reflect established residence elsewhere.

**B. Independent Students**

An independent student who provides more than 50% of his or her own support and who is able to substantiate a claim of independence by producing documents to establish United States Virgin Islands domicile, may be eligible for reclassification.

**C. Residency Documentation**

The applicable documents, listed below, may be accepted and considered as evidence of establishing legal residence and permanent ties in United States Virgin Islands. Official documents should be submitted in the original, wherever possible, or provide certified/ notarized copies, where applicable. Documents from Category I are considered permanent ties and must be dated twelve (12) months prior to the first day of classes for the term for which residency reclassification is sought. Documents from Category II may be submitted to further substantiate a claim of United States Virgin Islands residency. No single document may be used to substantiate a request for a change of residency classification - documentation from Category I and Category II, together, provide appropriate documentation for consideration of residency reclassification.
Admissions

Category I

1. United States Virgin Islands Voter’s Registration.
2. Proof of marriage to a resident (marriage certificate) along with proof of the spouse’s U.S. Virgin Islands resident status.
3. The most recent Virgin Islands Income Tax returns and W2 forms; parent’s most recent tax returns (if student is under the age of 25); and a letter stating independent status from the Financial Aid Office (if receiving financial aid and under the age of 24).

Category II

1. United States Virgin Islands Drivers License.
2. Official I.D card issued by agencies within the United States Virgin Islands.
3. Full-time permanent employment, or part-time permanent employment, or acceptance thereof in the United States Virgin Islands (an official letter on company stationery and pay-check stubs are required.)
4. United States Virgin Islands vehicle registration and/or Title.
5. Lease agreement, deed, rent receipts or canceled rent checks, proof of purchase of permanent home (deed, tax receipts, purchase of real property)
6. United States Virgin Islands Business Incorporation and/or License.
7. Professional or Occupational License obtained in the United States Virgin Islands, (e.g. membership in the USVI Bar Association).
8. Accounts at a local financial institution (Savings and/or Checking), utility statements (e.g. power, telephone), cable statements. The applicant’s name must appear on the documents.

D. Dependent Students

A student who does not meet the 12-month legal resident requirement may qualify for United States Virgin Islands residency for tuition purposes through one of the following categories:

1. Parents who are full-time employees of state agencies or political subdivisions of the state when the student fees are paid by the state agency or political for the purpose of job related law enforcement or corrections training.
2. Active duty members of the armed services stationed in the USVI (and spouse/dependent children), military personnel not stationed in the USVI, but whose home of records or states of legal residence recorded on the certificate DD Form 2058 is United States Virgin Islands. Present copy of parent’s DD 2258 form, military orders, and proof of relationship as applicable.
3. Dependent children who reside in the United States Virgin Islands for at least 5 years may provide documentation of dependent status according to the Virgin Islands Income Tax code, or other legal documentation to demonstrate guardianship. The adult guardian must demonstrate they have resided in the United States Virgin Islands for the previous 12 months with the intent of establishing a permanent home (see documentation categories I and II). Requests for residency re-classification are reviewed on a case-by-case basis. Therefore, immediate responses are not always possible and requests for reclassification must be submitted by the stated deadline. Additional documents and explanation of documents submitted may be requested. Submission of fraudulent documents to obtain residency will result in expulsion from the University of the Virgin Islands. Obtain additional information by contacting the Access and Enrollment Services Office on either campus.

Categories of Students

The University of the Virgin Islands divides its students into two categories, matriculated and non-matriculated, according to the students’ goals and progress. The academic standards described later in this catalog apply to all students, regardless of category.
Matriculated Student: A student who has been formally accepted into a degree program of the University and has subsequently registered for courses. A matriculated student must meet the criteria for admission to a degree program and must maintain academic standards as described in the chart specifying minimum cumulative grade point average per credits attempted in the section on Academic Standards.

Non-Matriculated Student: A student who has not been accepted into a degree program but has been permitted to register for courses with the goal of pursuing a limited program of study or of achieving matriculation. A non-matriculated student must meet the standard for matriculation and must apply for matriculation in order to take more than 30 credits at the University. These students are restricted to 11.5 credits per semester.

Full-Time Student: A student carrying at least 12 credits, or the equivalent in non-credit remedial courses, each semester.

Part-Time Student: A student carrying fewer than 12 credits each semester.

Special Student: A non-matriculated student who has been admitted to courses on a full-time basis to undertake a special program of study.

Student Classification by Class: The number of credits required for each class is as follows:

1 - Freshman 0 - 23.5
2 - Sophomore 24 - 59.5
3 - Junior 60 - 89.5
4 - Senior 90 and above
Costs

Tuition, Fees, Room and Board for 2010-2011*

Compared to other institutions with similar faculty and facilities, the cost of attending the University of the Virgin Islands as a regular student is very reasonable. Since the institution is substantially supported by funds from the Government of the Virgin Islands, it is the University’s intention to bring higher education within the reach of every qualified high school graduate in the Virgin Islands and to encourage promising non-residents to enroll in its programs.

Because no two individuals are alike in their needs and spending habits, no two college budgets are the same. However, if students are realistic about their personal expenses, the following information should enable them to estimate their annual costs quite accurately:

### Full-Time Tuition and Fees

<table>
<thead>
<tr>
<th>Per Semester</th>
<th>Resident</th>
<th>Non-Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$1,875.00</td>
<td>$5,620.00</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>30.00</td>
<td>30.00</td>
</tr>
<tr>
<td>Property Fee</td>
<td>50.00</td>
<td>50.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>75.00</td>
<td>75.00</td>
</tr>
<tr>
<td>Medical Insurance Fee</td>
<td>28.00</td>
<td>28.00</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>20.00</td>
<td>20.00</td>
</tr>
<tr>
<td>Student Association Fee</td>
<td>20.00</td>
<td>20.00</td>
</tr>
<tr>
<td>Health Services</td>
<td>40.00</td>
<td>40.00</td>
</tr>
</tbody>
</table>

### Room and Board

<table>
<thead>
<tr>
<th>Per Semester</th>
<th>Double</th>
<th>Single</th>
</tr>
</thead>
<tbody>
<tr>
<td>Room</td>
<td>$1,238.50</td>
<td>$1,610.00</td>
</tr>
<tr>
<td>Board Plan A</td>
<td>$2,675.00</td>
<td>$2,675.00</td>
</tr>
<tr>
<td>Board Plan B</td>
<td>$1,875.00</td>
<td>$1,875.00</td>
</tr>
</tbody>
</table>

**Total Room and Board charges per semester depending on meal plan**

- **Double**: $3,034 - $3,775.00
- **Single**: $3,250 - $4,050.00

**NOTES:**

1. A refundable room damage and key deposit of $100.00 is required of all students residing on campus.
2. An estimated $500.00 per semester for books and supplies is not included in the approximate annual cost. Non-residents should include transportation in estimating the total cost.
3. Both room and board charges are required of all students residing on campus.
4. A residence hall room deposit of $100.00 is required to be paid by all students applying to live on campus in a given semester. This deposit will be applied towards payment of room and board charges. If residence hall reservations are canceled up to 21 days before the beginning of the semester, the deposit — less an administrative charge of $5.00 — will be refunded. Room deposits will not be refundable within the 21-day period preceding the start of the semester.
5. New students pay a $90.00 non-refundable orientation fee.
6. National Student Exchange (NSE) students pay a $90.00 non-refundable fee.

*Subject to change by the Board of Trustees.*
7. All non-tuition fees are non-refundable. Likewise, the Nursing Laboratory, Science Laboratory, Practice Teaching Fees are non-refundable.

## Tuition and Fees for Part-Time and Summer Students

<table>
<thead>
<tr>
<th>Per Semester</th>
<th>Resident</th>
<th>Non-Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition (per credit)</td>
<td>$125.00</td>
<td>$375.00</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>$30.00</td>
<td>$30.00</td>
</tr>
<tr>
<td>Property Fee</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$75.00</td>
<td>$75.00</td>
</tr>
<tr>
<td>Health Services Fee (per visit summer)</td>
<td>$20.00</td>
<td>$20.00</td>
</tr>
<tr>
<td>Health Services Fee (per semester)</td>
<td>$40.00</td>
<td>$40.00</td>
</tr>
<tr>
<td>Student Activity Fee</td>
<td>$20.00</td>
<td>$20.00</td>
</tr>
</tbody>
</table>

*NOTE: Depending upon course registration, additional laboratory fees may be assessed as listed below.*

### LABORATORY FEES:

- Nursing Lab Fee: $50.00
- Science Laboratory/Equipment Fee: $50.00
- Practice Teaching Fee: $50.00
- Physical Education Lab Fee: $25.00
- BSN Nursing Standardized Assessment Fee: $110.00

### Student Deposits:

The damage and key deposit are refundable at the end of the student’s academic career at the University of the Virgin Islands providing there has been no loss, library fine or breakage charged against the deposit.

If the deposit is reduced during the time of the student’s attendance at the University, the Business Office will request that the deposit be returned to its original amount.

### Payment:

Students are responsible for paying their bills at the Business Office at any time prior to the published “due date.” Registered students’ failure to do so will result in their course selections being canceled. If this occurs, students wishing to register may do so during the late registration period.
Students who owe money to the University, other than on student loans not yet due, will not receive their diploma and a hold will be placed on their record. Transcripts will not be issued for students with outstanding financial obligations.

**Late Registration Fee:** A $75.00 non-refundable fee is assessed for late registration.

**Graduation Fee:** A non-refundable fee of $75.00 (and $25.00 for an additional degree or replacement diploma) is charged each candidate for a baccalaureate or associate degree. It is payable at the time of application for graduation. If the requirements for the degree are not completed, the student is re-assessed in the next year he or she becomes a candidate for a degree.

**Institutional Refund Policy:** The University arranges its services well in advance of each academic year. Consequently, when a student withdraws from the University, its costs are not reduced, nor can the student be replaced. For these reasons, the University refunds only a portion of its charges, thereby sharing with the student the loss caused by the withdrawal from the University. The schedule of refunds of tuition is as follows:

- **During first week of classes** 90%
- **During second week of classes** 70%
- **During third week of classes** 50%
- **During fourth week of classes** 25%
- **After fourth week of classes** none

Students must formally withdraw through the Access and Enrollment Services Office on either campus by completing a withdrawal form. The withdrawal date as shown by the student’s records will be the date used in the computation of any tuition refunds due to students. Refunds of tuition due to students because of withdrawal from the University will not be paid during the first two weeks following registration. Students who withdraw during this period should leave their names and forwarding addresses with the Business Office. Requests for refunds should be accompanied by the student’s registration receipt.

All students residing on the St. Thomas and St. Croix campuses are required to pay for both room and board. Board charges cover meals provided during breakfast, lunch and dinner. Additional meals are provided during the snack bar hours on a cash basis on both campuses. Should a student residing in a University residence hall move off campus during a semester, the student may be entitled to a room and board refund if he or she adheres to the following procedures: The office of Student Affairs must be notified in writing in advance. Check-out procedures, as established by that office, must be followed. The date of the actual move as shown in Housing Office records will be the date used in the computation of any board and room refund due to a student. The maximum room refund is 50% if a student withdraws or housing contract is terminated before mid-term. No refunds for rooms will be given after mid-term.

Meal cards are issued to students in accordance with subscribed meal plan options which are valid for one semester only. Meal plan refunds will be prorated in accordance with the residence halls' policy based on the date of withdrawal from campus housing.

All refunds due to students for any reason whatsoever will be forfeited unless called for on or before June 30 of the University year in which they are due. Should June 30 fall on a Sunday or on a day when the Business Office is closed, the refund will be made on the next business day.

The appeal process for exceptions to this published policy on refunds is through the Office of the Provost for tuition and the Office of Student Affairs for room and board.
Financial Aid

The primary purpose of the University’s financial aid program is to provide financial assistance to its students who, without such aid, would be unable to further their educational goals. The financial assistance offered may not always meet the student’s total financial need. It is the student’s and family’s responsibility to pay the difference between the student’s cost of education and available financial aid. This financial assistance may be in the form of scholarships, grants, loans or work-study employment.

Eligibility: U.S. citizens and permanent residents are eligible to apply for financial assistance. Applicants must be matriculated students of the University and must be making satisfactory academic progress toward a degree. International students may apply for University of the Virgin Islands work-study after they have completed a full year at the University. Financial aid eligibility is determined through the use of the Free Application for Federal Student Aid form (FAFSA). This form is available on both campuses of the University, in local secondary schools and on the Internet at www.fafsa.ed.gov. In completing this form, the students are expected to provide information on their own income and assets, family income and assets, and non-taxable income (Social Security benefits, veteran’s benefits, etc.). The need analysis formula used in analyzing the information on the financial aid application measures the ability (not the willingness) of students and their families to contribute toward educational costs. The financial aid application priority deadlines are March 1 for the Fall semester and November 15 for the Spring semester. The Title IV Institution Code numbers of the University of the Virgin Islands are: 006989 for the St. Croix Campus and 003946 for the St. Thomas Campus.

Scholarships: University of the Virgin Islands scholarships are available for incoming local high school students and currently enrolled University students. Scholarships are awarded on the basis of demonstrated scholastic ability. The minimum required grade point average is a “B.” Scholarship announcements are generally made during the month of March for the upcoming academic year, at which time scholarship applications will be available in the Financial Aid Office and at local high schools.

Veterans/National Guardsmen: Veterans who attend the University may apply for federal benefits in the Access and Enrollment Services Office on either campus. A program of special tuition allowances for Virgin Islands veterans is administered by the Division of Veterans Affairs, Office of the Governor. A similar program is also available for qualified members of the National Guard.

Over-awards: Federal regulations and Institutional policy mandates that students’ total financial assistance cannot exceed students’ cost of attendance. If this occurs, students’ awards will be reduced within the confines of their budget to prevent an over-award situation.

Loan Entrance/Exit Interviews: All students must receive entrance counseling before the first loan disbursement and exit counseling prior to graduating, transferring or withdrawing from the University. Counseling sessions are conducted by Financial Aid staff.

Satisfactory Academic Progress Policy for Continued Financial Aid Eligibility

Federal regulations require that all schools participating in any Federal Financial Aid program must adhere to a financial aid Satisfactory Academic Progress (SAP) policy. These are the
standards by which students’ progress toward the completion of their program of study at the University of the Virgin Islands will be measured to determine continued eligibility for financial aid. The records of all financial aid recipients will be reviewed at the end of each academic year or prior to the actual receipt of financial aid funds to determine compliance with this policy. End of semester reviews will also be conducted to monitor maximum time frame allowances and the limit on remedial courses. SAP determination is based on students’ complete academic history, including periods in which the student did not receive financial aid. In order to remain eligible for financial aid, continuing students must meet all of the SAP components as outlined below.

SATISFACTORY ACADEMIC PROGRESS STANDARDS

Undergraduate students are expected to achieve a percent rate for minimum credits earned and a minimum semester or cumulative grade point average (GPA) as outlined below.

<table>
<thead>
<tr>
<th>Total Credits Attempted</th>
<th>Percent Rate for Minimum Credits Earned</th>
<th>Minimum Cumulative GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 - 29</td>
<td>50%</td>
<td>1.70</td>
</tr>
<tr>
<td>30 - 44</td>
<td>60%</td>
<td>1.80</td>
</tr>
<tr>
<td>45 and above</td>
<td>70%</td>
<td>2.0</td>
</tr>
</tbody>
</table>

Graduate students will be placed on financial aid probation if: (1) the semester or cumulative GPA falls below 3.00 after attempting 15 graduate credit hours, or (2) a grade of ‘F’ is earned, or (3) more than two grades of ‘C’ are earned in the program.

Maximum Time Frame

Undergraduate students: The maximum time frame for financial aid eligibility is limited to 180 credits attempted for students enrolled in a bachelor’s degree program and 90 credits attempted for students enrolled in an Associate’s degree program.

Graduate students: The maximum time frame for financial aid eligibility is 54 attempted credits.

OTHER SATISFACTORY ACADEMIC PROGRESS COMPONENTS

Withdrawal, Incomplete, and Repeated courses will be counted as hours attempted in the determination of maximum time frame.

Audit courses: Courses taken for audit do not meet the eligibility requirements to receive financial aid and are not counted in the percent rate for minimum credits earned.

Non-Degree Remedial Courses: Students cannot receive financial aid for more than 30 credits of non-degree remedial courses.

Transfer Credits: All credits accepted for transfer students will be included in total attempted credits for SAP determination.

Change of Program/Additional Degree: Allowances will be made in the maximum time frame for financial aid eligibility, as outlined above, for students changing their major or program of study based on the credits applicable to the new major or program of study.

Financial Aid Probation: Students who fail to meet the SAP policy requirements will be placed on financial aid probation for the next academic year following the probationary status determination. Students continue to be eligible for financial aid during this period.
**Financial Aid Suspension:** If, at the end of the probationary period, students are still not meeting the minimum SAP requirements, they will be placed on Financial Aid Suspension and will lose financial aid eligibility until the minimum SAP requirements are met.

**Academic Suspension:** Students placed on academic suspension are not eligible for financial aid.

**APPEAL PROCESS**

Students in an ineligible financial aid status may submit an appeal in writing if the student has extenuating circumstances. Appeals should be submitted within two weeks of being notified of suspended financial aid. All appeals must be substantiated by appropriate documentation and submitted to the Financial Aid Office. Appeals are reviewed by the Financial Aid Appeals Committee. Financial aid will be reinstated if the appeal is approved. Students who are not meeting the minimum SAP guidelines are encouraged to meet with their Advisors/Counselors for guidance in helping to correct their academic deficiencies.

**Federal Financial Aid Withdrawal Policy**

When a student withdraws from all courses during a semester for which federal financial aid was received, the student may no longer be eligible for the full amount of the Federal Financial Aid that was awarded (excluding Work-Study). In this case, a determination of the amount earned must be made and the unearned portion must be returned to the Federal Financial Aid programs from which the aid was paid. The earned amount is determined on a pro-rata basis. Once more than 60% of the payment period is completed, the student will have earned all of the aid awarded and no financial aid repayment will be required. The procedures and formula to determine the amount of federal aid to be returned is mandated by federal statute and is available for review, on request, in the Financial Aid office.

The withdrawal date used in the calculation will be the date the student begins the withdrawal process or otherwise notifies the University of his/her intent to withdraw. If no notification is received, then the midpoint of the semester would be used as the withdrawal date. Unearned financial aid funds must be returned to the programs from which the student received aid for the payment period in the following order, up to the net amount of the aid disbursed from each source:

1. The Unsubsidized Federal Direct Loan Program
2. The Subsidized Federal Direct Loan Program
3. The Federal Perkins Loan Program
4. Federal Direct PLUS Loan Program
5. The Federal Pell Grant Program
6. Academic Competitiveness Grant
7. National SMART Grant
8. The Federal SEOG Program
Academic and student support services and programs are provided to enhance students’ acclimation to the University, foster professional growth and development, augment leadership skills, complement classroom instruction, promote wellness, and facilitate the attainment of students’ personal and career goals and aspirations. This is achieved through orientation programs, advisement, the services of the Campus Advisement and Tutorial Services (CATS) Center, counseling and placement, student employment, health services, student governance, student activities and residence life programs. Many services and programs are academic in nature while others may be social, cultural, athletic or recreational.

Orientation

All newly matriculated students are required to come to campus a few days before the fall or spring semester begins for program planning, development of their class schedules, and participation in orientation. Some segments of the orientation program are designed to acquaint students with rules and regulations of the University, to explore the campus, and to meet faculty, administrators, staff and fellow students, while others are designed to enhance students’ academic and social adjustment to college life. Attendance at all orientation programs and activities is mandatory.

Advisement

The University, throughout its teaching, advising, and other relationships with students, expresses its concern for students as individual — not to do for them what they should do for themselves — but to help them assume responsible management of their own affairs.

Because college-age adults must make many decisions of relevance to their future, students at the University of the Virgin Islands are given professional assistance in solving educational, vocational, social and personal problems. This service starts with the students’ applications for admission and continues even beyond the period in which they are enrolled in the University. By the act of admitting students, the University is expressing its considered judgment that students can succeed in one of the programs of the University. During advisement and registration, students and their faculty advisors, with assistance from the counseling staff or CATS Center staff, may examine their goals and aspirations. Throughout the freshman year, students may explore emerging interests, using the resources of the Counseling and Placement Office and the CATS Center staff to determine the career choices open to them. Such systematic investigation, together with any summer work or on-campus work-study experiences, should enable students to select satisfying careers in which they can succeed.

In the normal course of events, students may face crises of a personal, social or economic nature. In such circumstances, freshmen should seek assistance from the CATS Center staff, while upperclassmen are encouraged to consult the counseling staff or other appropriate personnel for counseling. It is not uncommon for students to encounter academic difficulties. At these times, students should first consult the instructor of the class in which difficulties are being experienced or their faculty advisor who maintains office hours for these and other purposes. Additionally, assistance in improving study and test-taking skills is provided through enrollment in the Freshman Development Seminar class, by CATS Center staff, and by Counseling and Placement staff. Tutorial services are also available. In most cases, if students do not delay action, a means of overcoming their academic difficulties can be found.

The essential point for the students to keep in mind is that they should take the initiative in
Student Support Services and Programs

taking full advantage of the Academic and Student Support Services and other advisory resources provided by the University.

The Campus Advisement and Tutorial Services (CATS) Center

The Campus Advising and Tutorial Services (CATS) is a co-curricular resource where students can come for help with concerns that affect their academic and personal success. Help is available either directly from the CATS staff or through a referral system that connects students with other campus resources and programs, as well as local agencies.

CATS is an integral part of the Freshman Year Experience where students are grouped into learning communities, enrolled in a Freshman Developmental Seminar and first-year courses where they learn the academic tools, policies, practices and other skills needed to complete the freshman program successfully. Students are further supported in their academic efforts with services available from writing centers, math and science enrichment services, individual tutoring and supplemental instruction sessions. CATS assists students with registration, academic advising, planning and counseling.

CATS works collaboratively with the Division of Student Affairs, participating in student orientation to the university and other programs. Ongoing collaboration is also maintained with the academic colleges and schools to support the needs of students in their course work.

CATS Centers on both campuses maintain a computer lab where students have access to the Internet, e-mail and Blackboard. Lab monitors are available to assist students. The labs are also equipped with Math Excel software, an online mathematics tutorial program. Students can complete homework assignments, download a virtual instructor and take sample practice tests with this software.

On St. Thomas, CATS is located on the first floor of the Classroom Administration (CA) building and is open weekdays. The center operates an equipment loan service where students may borrow laptops, portable projectors and scientific calculators. The center is WiFi capable. Tutorial services are offered in many subject areas, and tutors’ schedules are posted for students who want to make appointments. Walk-ins are also seen. Students can check current operating hours at the center or call 693-1222 for an appointment.

On St. Croix, CATS is located in the Evans Center, suite 715, and is open weekdays. Lab monitors are available to assist students. The St. Croix campus has a separate Writing Center and Math and Science Enrichment Center, both located in the modular building on the left side of the road leading to the Great House. Call 778-1620, ext. 4218, to reach the Writing Center; and 692-4224 for the Math and Science Enrichment Center. Call CATS on St. Croix at 692-4140. Check centers for hours.

Counseling and Placement Services

Personal, academic and career guidance counseling services are available for full-time and part-time students. As a community service, academic and career advisement are also made available to prospective students.

The Counseling and Placement Office is unique with respect to services offered. Services provided are specifically designed to facilitate the interpersonal, personal, social and cognitive development of the student outside of the classroom.

To assist students with this process, the office sponsors a variety of programs and services including career counseling, on- and off-campus employment, graduate and professional school recruitment and advisement, career fairs, workshops on resume preparation, interviewing skills and job search techniques, credential and file services. There are also workshops on values clarification, interpersonal relationship skills, conflict resolution, and much more.
Student Support Services and Programs

The Counseling and Placement Office also coordinates the National Student Exchange Program and the Who's Who Among Students in American Universities and Colleges Program. A resource library provides a wealth of information on preparing for graduate study, career choices and other life skills processes.

The counseling and placement office, by federal mandate, is required to maintain a job bank which is used to facilitate employment searches for UVI graduates. For compliance purposes and to aid students in securing post-graduation employment, all prospective graduates must submit an up-to-date resume to the counseling and placement office prior to graduation.

Student Employment Services

Student employment services are available through the Counseling and Placement Office on both campuses. Students seeking off-campus, as well as on-campus, employment, should contact the Counseling and Placement Office for further information. U.S. citizens and permanent residents who qualify for federal College Work-Study (CWS) as part of their financial aid package, and would like to work on-campus, should report to the Counseling and Placement Office. Student employment coordinators will assign work-study placements as soon as possible in the beginning of the first semester of student eligibility. To promote community service, some CWS placements are off-campus, usually in an educational setting or nonprofit agency. To qualify for CWS, students must be enrolled full time and meet the March 1 deadline date for submission of the Free Application for Federal Student Aid (FAFSA). U.S. citizens, permanent residents, and international students on F-1 Visas, who do not qualify for CWS, may apply for on-campus employment through the Institutional Work-Study (IWS) program. Application under IWS, however, does not guarantee employment as placement is based on the availability of funds. International students on F-1 Visas are eligible to apply for IWS after the completion of one year of full-time study at the University. Many departments of the University also hire students for on-campus employment. Student employment programs allow students to work, on average, between 12-15 hours per week.

Health Services and Insurance

The University Health Center provides first-aid, health counseling and instruction, referrals to other community health facilities, and health education in the form of mini-courses, seminars, dissemination of literature and informal individual or group discussions. All enrolled students are required to have immunization documentation on file in the Health Center, and all full-time students are also required to have the physical examination and blood work required by the University. The campus medical provider maintains regular office hours and is on call in case of emergencies. A licensed physician is available at the Health Center at regular intervals. Emergency care that cannot be handled on campus is referred to the local hospitals. All full-time students are required, during registration, to pay health services and medical insurance fees. All on-campus summer residents are also required to pay a health services fee. Insurance claim forms are available from the Health Services Center located in Gordon House on the St. Thomas campus and in the Great House on the St. Croix campus. For more information please go online to http://www.uvi.edu or call (340) 693-1124. The student health form can be downloaded from the Health Services webpage at http://www.uvi.edu under “prospective students.”

Drug and Alcohol Prevention/Education Program

The main goal of the Drug and Alcohol Prevention/Education Program (DAPEP) is to develop programs that reach all segments of the University community in order to educate and help prevent drug and alcohol abuse. The DAPEP attempts to create a healthy, drug-free environment in order to enhance learning, professional development, job performance and safety. In carrying out its mission, the DAEP promotes healthier lifestyles for all members of the
University community, sponsors on-going drug prevention and education programs, and provides referral services to community agencies for persons in need of further counseling or treatment (see the University’s Drug-free Work Place Policy in the Academic Information and Regulations section).

**Students with Disabilities**

Students with disabilities should contact the Counseling and Placement Office prior to registration and advisement. Counselors will be available to provide personal, career and academic counseling services. Additionally, counselors facilitate the coordination of services with other departments of the University in order to accommodate students’ special needs. No student will be discriminated against because of disability. To ensure this, grievance committees in each academic college and school will include, in their area of concern, any grievances raised by the student that relate to academic programs and practices.

Accommodations made for students with disabilities may include, but not be limited to, facilitation of testing and registration processes, scheduling of back-to-back classes, scheduling of classes within the same building and other services as needed. Long-range academic program planning is essential in order for counseling staff to communicate course needs with the Academic colleges and schools and personnel in charge of developing the schedule of classes. It is also recommended that students familiarize themselves with the services of the Virgin Islands University Center for Excellence in Developmental Disabilities (VIUCEDD), which serves students and families of students with disabilities. For more information go to http://viucedd.uvi.edu, or on St. Thomas call 693-1322 and on St. Croix call 692-1919.

**Student Activities**

The office of Student Activities assumes major responsibility for the implementation of social, recreational, cultural enrichment, and student leadership development programs as well as other extracurricular activities. It also serves as a facilitator for the development of clubs and organizations in response to student needs and interests. Because the University functions as a cultural center, many activities, lectures, musical performances and theatrical performances are open to the public as a means of drawing together the University community and the larger community.

**Student Government Association**

The Office of Student Activities, works closely with the Student Government Association and student leaders in planning their own programs and activities. All full-time students belong to SGA, which provides a channel for the expression of student opinion and representation of student concerns and interests. Part-time matriculated students who wish to become members of the SGA may do so by paying the student association and activities fees.

**Varsity, Intramural and Club Sports**

The University maintains an active varsity, intramural and club sports program that emphasizes student development and leadership through sports competition, physical fitness and the development of recreational skills which can be enjoyed after leaving the University. Intramural games are held between various components of the University community, including students, faculty, staff and alumni. Club teams compete in local amateur leagues and varsity teams participate in leagues and invitational tournaments with teams from other universities in the Eastern Caribbean, Puerto Rico, Central America and, occasionally, the U.S. mainland. Consequently, there is a diverse program of outdoor activities and individual and team sports at the University. Varsity teams compete in basketball, track and field, tennis and volleyball. Both campuses offer outdoor athletic and recreational facilities including volleyball/basketball
courts, tennis courts, and grounds for track and field, softball, baseball, and soccer. With the sea at the edge of the campus, the St. Thomas Campus provides an ideal setting for water sports and also offers a golf course for physical education classes and golf enthusiasts. The University is a member of the Caribbean Universities Sports Association (CUSA), La Organizacion Deportiva Inter-Universitaria (ODI) de Puerto Rico, the Organizacion Deportiva Universitaria Centroamericana y del Caribe (ODUCC), and is a corresponding member of the National Collegiate Athletic Association (NCAA).

Student Housing

Residence hall living promotes the interaction of students from various places, ethnic back-
grounds, and cultures. While most students living on campus come from the U.S. Virgin Islands, British Virgin Islands, the Eastern Caribbean and the continental United States, students from as far away as Africa, Asia and Europe have lived on campus. In addition to the benefits of experiencing cultural diversity and cross-cultural exchange, the University has adopted a co-ed visitation policy on both campuses. Campus residents will find academic resources and student support programs and services, including tutoring, the library, the CATS Center, computer labs, counseling and many others readily accessible. Resident Assistants offer a variety of residence life programs designed to provide a comprehensive living-learning environment. Only full-time students are eligible to live on campus. To maintain eligibility to reside on campus, students must comply with all rules and regulations of the University, adhere to the Student Housing Contract, and maintain full-time status (12 or more credits) at all times.

The St. Croix Campus

The Residence Hall Complex on the St. Croix Campus is comprised of 15 three-bedroom suites; on-campus living quarters for housing supervisor; a reception area; lounge; the Office of Student Housing & Residence Life; seminar/study rooms; and laundry facilities. The Student Center, adjacent to the residence hall, houses a cafeteria/auditorium, snack bar, the Office of Student Government Association, a Student Activities Lounge, the BUCS Fitness Center., student mailroom and the campus bookstore.

The St. Thomas Campus

Student Housing on the St. Thomas Campus is comprised of four residence halls with a capacity of approximately 290 students. Residence Halls South and East provide double occupancy bedrooms for females. East Hall also provides double occupancy bedrooms for males; North Residence Hall for males and Middle Residence Hall for females provide single bedroom occupancy.

Housing Procedures

1. Each student desiring on-campus housing is required to submit an Application for Student Housing and a signed Student Housing Contract by the deadline date listed below. The Application for Student Housing must be accompanied by a $100 room deposit (certified check or money order) made payable to the University of the Virgin Islands. The application and payment (no cash) must be submitted to the Student Housing Office. New students should not submit an Application for Student Housing until they have received an acceptance letter from the Admissions Office. New students who do not register for the academic year in which they were admitted should not assume that original acceptance into the University meets the Housing Office’s requirements for placement or that a room assignment is carried over into the next semester or the next year. Newly admitted students who do not register within the academic year of admission must formally submit an application for readmission to the University (see section on Readmission to the University).

2. Applicants will be mailed a room assignment notice or will be notified in writing if space is
unavailable. A room assignment will be made only after a student has been officially admitted to the University; has met the deadline for submission of the Application for Student Housing; has signed the Student Housing Contract; and has paid the $100 room deposit fee.

3. The completed Application for Student Housing and Student Housing contract for room and board must be received by the Student Housing Office by the dates below:
   - For fall semester - not later than June 1
   - For spring semester - not later than November 15

4. The Student Housing Contract is binding for the academic year in which students are enrolled. The contract terminates at the end of each semester.

5. The Student Housing Contract and room assignment notice may be canceled and a refund of $100 (less a $5 administrative charge) will be made provided the Student Housing Office is informed in writing at least 21 days prior to the opening date of the residence hall. No refund of the deposit will be made for cancellation after this date.

6. Students who have applied for housing but have not been assigned a room, may transfer their $100 reservation deposit to the next semester by indicating on the housing application their desire to be placed on the waiting list. Students who have not received official confirmation of a room assignment should seek off-campus housing.

7. Off-island students who have applied for housing but have not received a room assignment and have not been able to secure off campus housing accommodations should call the Housing Office before arriving on campus.

8. The assigning of special students who are working on special projects with the University will be determined by availability of space.

9. Residence Hall Changes, Room Changes, Length of Stay: Students assigned to University housing are required to abide by the terms of the Student Housing Contract and the Student Handbook. The Housing Office reserves the right to make residence hall and room changes for the benefit of all. Students assigned on-campus housing may reside on-campus for up to and no more than eight semesters.

10. Termination of Student Housing Contract: For all campus residents who drop to part-time status (less than 12 credits), withdraw, are suspended, dismissed, or otherwise cease studies at the University, the Student Housing Contract will be terminated and they must return keys to the Housing Office and vacate the premises within 24 hours.

11. All campus residents, visitors and overnight guests are required to observe accepted standards of social conduct at all times and to adhere to all rules and regulations governing the residence halls. Policies and procedures for visitors and fees for overnight guests are outlined in the Student Handbook.

12. Opening and closing of the Residence Halls: University housing facilities are not available for occupancy prior to the opening dates as posted by the Housing Office. Residence Halls are closed at the conclusion of each semester.

13. Summer Housing: Summer housing is provided for matriculated UVI students who are enrolled for at least 6 credits during the summer session. Applications for housing for the summer session must be filed in the Housing Office by April 15 along with the Student Housing Contract and $100 room deposit.
Student Support Services and Programs

**Personal Property:**

The University cannot be responsible for, and does not insure, student property at any time. If concerned, students should investigate individual or family property insurance which would provide adequate protection.

**Off-campus Housing:**

The University does not assume the responsibility for placing students in off-campus accommodations. The University assumes no control over off-campus rates.

**Food Services**

All students residing in campus housing are required to select a Meal Plan Option for each semester, and must pay for each plan at the time they pay for their room:

**Plan A** - $2,675: Seven (7) day meal plan with three (3) meals per day Monday through Saturday and two (2) meals on Sunday; 20 meals weekly.

**Plan B** - $1,875: Seven (7) day meal plan with two meals per day Monday through Sunday, 14 meals weekly.

Fees are outlined in the Costs section of the catalog.