

# GRADUATE STUDENT HANDBOOK



Revised July 2022

Dear Graduate Student,

As graduate students, all of you are now a part of our community. The Graduate College is the unit on campus that oversees everything from admissions to completion and professional development for our graduate community. We ensure policies are inclusive, promote scholarship, and provide resources graduate students need; in short, we support your programs to give you the highest-quality learning experience possible. It's our job and our passion to make sure that graduate school will help you develop your skills to find fulfillment emotionally, intellectually, publicly, and academically. You can read about us here: <u>https://grad.uni.edu/about-us</u>

Graduate school is a community and there are many units across campus that can help you build yours—the library offers rentals of all kinds, personalized tutoring and librarians that can help you with research. The Office of Research & Special Programs can also help you find funding and plan for any major research you need to undertake. If you're ever struggling or just need someone to talk to, please reach out to our counseling center in the Student Health Center or at <u>counseling.uni.edu</u>. Your well-being always comes first.

As we take on tomorrow, we prepare a path for the leaders, innovators, dreamers, artists, etc. of the future. Our programs will challenge your thoughts, open your minds and hearts and prepare you to take on your future path. During this semester, we invite you to get immersed in grad education. Join our events such as 3MT, lunch breaks and coffee with the Dean. Share your feedback, share your experiences. Connect with any of the GC staff in Lang 110 so we can learn more about what you want graduate school to be.

Gabriela Olivares, Ph.D. Interim Dean of the Graduate College

Wendy Hoofnagle, Ph.D. Interim Associate Dean of the Graduate College

### **Table of Contents**

UNI Graduate College	
Graduate College Website	5
Graduate College Staff	5
Graduate Education at UNI	
Admissions	6
Continuing and Distance Education	6
Registrar's Office	7
INSPIRE Conference	7
Health, Safety & Support at UNI	
Climate Response Team	8
Center for Violence Prevention	8
Compliance and Equity Management, Office of	8
Counseling Center	8
Department of Public Safety	8
Discrimination, Harassment, and Sexual Misconduct	8
Diversity	9
Diversity, Inclusion, and Social Justice, Office of	9
Student Accessibility Services	9
Student Health Clinic	9
Student Wellness Services	9
Getting Started at UNI	
Campus Map	10
CatID	10
Dining on Campus	10
eLearning	10
Health Requirement Form	11
Housing: On Campus	11
Housing: Off Campus	11
MyUNIverse and Student Center	11
Parking	11
Paying Your University Bill (U-Bill)	12
UNI Email Account	12
UNI ID Card	12
Welcome New Graduate Students!	12

Student Services and Resources	
A-Z Alphabetical Index to UNI Website	13
Academics	13
Career Services	13
Dean of Students	13
Examination Services	13
Information Technology Services	13
International Programs, Office of	14
Professional Development	14
Research & Sponsored Programs, Office of	14
Rod Library	14
Student Affairs, Division of	14
The Learning Center @ Rod Library	15
UNI Bookstore	15
University Policies and Procedures	15
Financial Aid & Scholarships at UNI	
Awards and Funding Opportunities	16
Financial Aid & Scholarships	16
Graduate Assistantships	16
Graduate College Tuition Scholarships	16
Involvement on UNI Campus	
Arts & Athletics	17
Northern Iowa Student Government (NISG)	17
Student Life & Event Services	17
Wellness and Recreation Services	17
Cedar Valley Community	
Cedar Falls Community	18
Cedar Falls Community School District	18
Waterloo Community	18
Waterloo Community School District	18
Graduation & Beyond	
Registrar's Office- Graduation and Commencement	19
Alumni Association	19

### **UNI Graduate College**

### Office Location: 110 Lang Hall ∠Office Phone: 319-273-2748 ∠gradcollege@uni.edu 8:00am- 4:30pm Monday-Friday

The Graduate College provides resources and guidance to graduate students from being a prospective student through graduation. The Graduate College oversees and implements graduate policies and procedures. Graduate education is also about being part of a community so the Graduate College encourages students to take part in the many activities and professional development opportunities that are offered throughout the year.

https://www.grad.uni.edu/

#### Graduate College Website

Visit the Graduate College website for detailed information on a variety of topics:

- Graduate Admission
- Graduate College Assistantships and Graduate College Tuition Scholarships
- Graduate Programs and Degrees
- Graduate INSPIRE Conference
- Thesis & Dissertation Information
- University Policies

#### Thesis and Dissertation Services

The Thesis and Dissertation Reviewer is available for appointments for assistance with theses and dissertations. All appointments will be held in person in the Learning Center or electronically via Zoom. Appointments will cover:

- Writing and research assistance
- Planning and process of completing a thesis or dissertation
- Formatting the document per the Thesis and Dissertation Manual
- Meeting Graduate College requirements

Schedule an appointment <u>here</u>!

#### **Graduate College Staff**

Gabriela Olivares Interim Dean of the Graduate College VP of Research & Sponsored Programs gabriela.olivares@uni.edu

Wendy Hoofnagle Interim Associate Dean of the Graduate College wendy.hoofnagle@uni.edu

Jason Cox Graduate Admission and Outreach Coordinator Jason.Cox@uni.edu **Diego Saavedra Rojas** Data Analyst and Graduate Funding Coordinator <u>Diego.Saavedra@uni.edu</u>

Kathryn Wohlpart Thesis and Dissertation Reviewer and Digital Publications Coordinator Kathryn.Wohlpart@uni.edu

Rubina Chowdhury Dean Assistant Rubina.Chowdhury@uni.edu

Kellen Schmidt Clerk kellen.schmidt@uni.edu

### Graduate Education at UNI

#### Admissions

#### https://www.grad.uni.edu/programs-and-degrees

UNI offers over 50 outstanding graduate programs leading to degrees in business, education, the natural sciences, humanities, arts, and the social and behavioral sciences. Some programs are offered at a distance and others are available residentially. Whatever the selected mode of study, students will be working with graduate faculty who have been recognized nationally and internationally.

#### Doctor of Education (Ed.D.)

#### Intensive Study Areas:

- Allied Health, Recreation & 0
- Community Services
- Curriculum and Instruction 0
- 0 Educational Leadership/Special Education
- 0 Postsecondary Education: Student Affairs
- Specialist in Education (Ed.S.)
- School Psychology

#### Master of Arts (MA)

- Art Education
- Communication & Media
- Counseling
  - **Clinical Mental Health** 0
  - School 0
- English
  - **Creative Writing Emphasis** 0
  - English Studies Emphasis 0
  - Literature Emphasis 0
- Geography
- History
  - **Public History Emphasis** 0
- Learning Technologies & Instructional Design
- Physical Education: Kinesiology
- Physical Education: Pedagogy Emphasis

**Online and Distance Education** 

Mathematics

- **Community College Teaching** Emphasis
- Mathematics for the Middle 0 Grades Emphasis
- 0 Non-Teaching Emphasis Secondary Teaching 0
- Emphasis
- Music
- Philanthropy and Nonprofit Development
- Postsecondary Education: Student Affairs
  - Psychology
    - 0 Clinical Science
      - Social 0
- **School Library Studies**
- Science Education
  - 0 Earth Science Education
  - **Physics Education** 0
- Speech-Language Pathology
- Teacher Leadership for International
- Educators Teaching English to Speakers of Other
- Languages
- Teaching English to Speakers of Other Languages/ Spanish
- **Teaching English in Secondary Schools**
- Women's and Gender Studies

#### Master of Science (MS)

- Biology
- Technology

#### https://continuinged.uni.edu/distance

Online & Distance Education expands access to high-quality educational opportunities available through a variety of methods, technologies, and exemplary support services. It provides leadership in the planning, promotion, support and administration of credit courses and programs that fall outside "traditional" on-campus coursework. Offerings are delivered via interactive video, online, at off-campus locations, or through a blended approach.

#### Master of Accounting (MAcc)

#### Master of Arts in Education (MAE)

- Early Childhood Education
- Educational Psychology: Context & **Techniques of Assessment**
- **Elementary Education**
- Literacy Education
- Principalship
- Special Education
  - **Consultant Emphasis** 0
  - **Field Specialization Emphasis** 0
  - 0 Special Education Consultant

#### Master of Athletic Training (MATR)

#### Master of Business Administration (MBA)

#### Master of Music (MM)

- **Composition of Music**
- Conducting
- Jazz Pedagogy
- **Music Education**
- Music History
- Performance
- Piano Performance & Pedagogy

### Master of Public Policy (MPP)

#### Master of Social Work (MSW)

- Advanced Setting
- Foundation 0

#### **Registrar's Office**

#### https://registrar.uni.edu/

Visit the Registrar's Office website for detailed information and guidance on a variety of topics including:

- Graduation and Commencement
- Residency Requirements
- Registering for Classes
- Transcript Requests
- Tuition and Fees

#### **INSPIRE Conference**

#### https://csbs.uni.edu/inspire

The INSPIRE Student Conference for Research and Engagement is held each spring term and is an expansion of the Graduate Student Symposium that was held in years past. The event is co-sponsored by the Graduate College and the College of Social and Behavioral Sciences. This university-wide conference allows both undergraduate and graduate students to showcase their scholarship and engagement. Registration and additional details for the INSPIRE Conference will be available at the beginning of each spring semester; submissions are due each March. The INSPIRE Conference provides the opportunity for graduate students to present their research projects and perform their creative works to the campus community. This allows students to gain experience presenting and performing at a conference. The INSPIRE Conference is also a great way for students to gain feedback about their presentation or performance from graduate faculty judges.

## Health, Safety & Support at UNI For an Emergency call 911 For UNI Police call 319-273-2710

#### **Center for Violence Prevention**

The mission of the Center for Violence Prevention (CVP) is to build the capacity of institutions of higher education, K-12 schools, victim service agencies, law enforcement and the criminal justice system to systematically implement best practice violence prevention and evaluation strategies in collaboration with state, family and community partners.

#### **Compliance and Equity Management, Office of**

Members of the campus community are entitled to an educational and working environment free of discrimination, harassment, and retaliation (https://policies.uni.edu/1302). The University provides a variety of resources to assist individuals who have experienced discrimination, harassment, or sexual misconduct to address the effects of the incident and to help them determine whether and how to make a formal complaint about the incident. Additional information can be found at https://equity.uni.edu/.

Office of Compliance and Equity Management houses the Title IX Officer who oversees the University's response to incidents of sexual misconduct as well as other forms of discrimination and harassment. Office of Compliance and Equity Management also directs prevention efforts across campus, including education and awareness, affirmative action planning, and equal opportunity efforts. Additional resource-related information can be found at https://safety.uni.edu/.

#### **Counseling Center**

The UNI Counseling Center promotes the personal development and psychological well-being of all students and encourages a college environment that is conducive to growth and learning. Enrolled students paying the mandatory health fee are eligible for a free initial assessment and clinical recommendations. Therapy groups, crisis appointments, and short term individual therapy (5 sessions) per academic year are provided at no additional charge. Additionally, the Counseling Center offers Mental Health Ally Training which educates participants on making change to the mental health culture at UNI. The following is contact information for services:

- Call 319-273-2676 for an Initial Assessment appointment.
- For urgent situations outside of office hours, call the Counseling Center at 319-273-2676 and press 2 to • speak to a crisis counselor.
- Text "Hello" to the Crisis Text Line at 741741.
- Visit http://www.ulifeline.org/uni/ to access a mental health screening tool, information about mental health and other issues geared towards you, and resources for learning more and getting help.

#### **Department of Public Safety**

The Department of Public Safety website provides information regarding crime prevention, personal and property protection, safety escort services, emergency procedures, and parking. Visit https://publicsafety.uni.edu/crimestatistics to find campus crime statistics. The Department of Public Safety has sworn police officers who are on duty 24- hours a day seven days a week. Parking Division information can also be found on their website.

#### **Discrimination, Harassment, and Sexual Misconduct**

#### Diversity

Mission: At the University of Northern Iowa, our mission is to create and maintain an inclusive educational environment which prepares students to thrive in a diverse, global environment.

### https://counseling.uni.edu/

### https://cvp.uni.edu/

https://equity.uni.edu/

### https://policies.uni.edu/1302 https://diversity.uni.edu/

# https://publicsafety.uni.edu/

According to UNI's Diversity website, "Diversity describes the rich differences that people bring to the University of Northern lowa community. It can refer broadly to culture, identity and ideology, or more specifically to age, gender, race, ethnicity, sexual orientation, religion, ability, gender identity, socioeconomic status, political affiliation, marital status, national origin, or veteran status. Diversity is a dynamic concept, shaped by history, and changing as our understanding of the world and its people evolves." The following are campus diversity resources:

- International Students and Scholars Office
- . Office of International Admissions
- Student Organizations such as Ethnic & Cultural Organizations, Language Organizations, Religion & Spirituality Organizations, and Political & Activism Organizations

#### Diversity, Inclusion, and Social Justice, Office of

Center for Multicultural Education

According to their website, the UNI Center for Multicultural Education will advance inclusion and social justice through advocacy and support of underrepresented and marginalized students, provide diversity education for all its community members, and promote a safe and welcoming environment that fosters academic success, a sense of belonging, and respect for all people and cultures.

• **Gender and Sexuality Services** https://lgbt.uni.edu/

The mission of Gender & Sexuality Services is to "...promote healthy, engaged, successful LGBT students and allies. Gender & Sexuality Services provides a safe space, resources, and educational opportunities to advocate for an inclusive community." Gender & Sexuality Services offers Safe Zone Ally program which is designed to identify and train community members interested in the continued growth of an inclusive campus community.

Military and Veteran Student Services This service is to support military members, veterans, and their families at UNI as they transition between military duty, college, and new careers. They are committed to faculty and staff education, on and off campus resource networking, advocacy, and listening to each student to ensure that each military affiliated students' voice is heard and they are empowered to achieve success in class and beyond.

#### **Student Accessibility Services**

Student Accessibility Services (SAS) views disabilities as an integral part of the rich diversity at the University of Northern Iowa. To that end, SAS works collaboratively with students, faculty, and staff to create an accessible educational environment for students.

Assistive Technology Assistive technology (AT) is any piece of equipment, product, or system which is utilized to improve the functional capacities of a person's learning or living environment and can be used by people with a wide range of abilities. Individuals at the University of Northern Iowa (UNI) have access to various assistive technologies on campus to support their academic needs.

#### **Classroom Accommodations**

- Access to Food, Water, Medicine, and Medical Supplies
- o Alternative Textbooks & Course Materials
- Audio Recording Lectures
- Preferential Seating
- Sign Language Interpreting

#### **Student Health Clinic**

https://health.uni.edu/

The Student Health Clinic functions as a general medical clinic and provides evaluation and treatment for a wide variety of health concerns. Routine health exams, illness or injury evaluations, mental health services, and

#### https://military.uni.edu/

https://sas.uni.edu/

### https://cme.uni.edu/

coordination of care for chronic medical issues are a few of the services offered. If you are a registered UNI student taking five or more hours per semester you qualify for their services.

#### **Student Wellness Services**

#### https://studentwellness.uni.edu/

Student Wellness Services supports the journey toward optimal health and well-being through holistic health promotion and education to enhance student success. The office coordinates program initiatives, provides information and referral, raises awareness and influences a culture of care at UNI. The Student Wellness Services offer the following:

- Wellness coaching: Meet one-on-one with trained staff or graduate students to use strengths to meet goals.
- Intuitive eating consultation: Create a healthy relationship with food, the body and the mind.
- Alcohol and other drug (AOD) preventative and educational services: For help and support, visit aodeducation.uni.edu or email <u>wellness@uni.edu</u>.

### Getting Started at UNI

#### **Campus Map**

http://uni.edu/campusmap/

#### CatID

#### https://it.uni.edu/kb/8268

A CatID consists of a student's username and passphrase (password). Students create their CatID when they complete their application for admission. A CatID is used to log into eLearning, MyUNIverse and the student's UNI e-mail account. The system will prompt students to change their passphrase yearly.

#### **Dining on Campus**

#### https://uhd.uni.edu/

UNI is proud to offer a vast selection of dining locations featuring quality food, variety, convenience, and flexibility. With two dining centers, three convenience stores, two cafes, a coffee shop, and food court conveniently situated throughout campus, there's sure to be something to satisfy all. UNI Dining offers a selection of meal plans to fit the needs of our student population. Visit the website to map out your first and next meal on campus and find out why UNI was named the #1 college food in Iowa!

- The Dining Centers
  - Piazza (Redeker Center)
  - Rialto (Towers Center)
- 23<sup>rd</sup> Street Market (Commons)
- Biscotti's (Redeker Center)
- Book Bistro (Rod Library)
- Chats (Maucker Union)
- Essentials (Maucker Union)
- Maucker Union Food Court (Maucker Union)
- Schindigs (Schindler Education Center)

#### Daily Menus Dining Hours Dietary Accommodations

#### eLearning

#### elearning

#### https://elearning.uni.edu/about-uni-

UNI eLearning Suite refers to UNI's entire suite of supported instructional technology tools including, but not limited to, Blackboard Learn, the centrally supported Learning Management System (LMS). Other tools include: Panopto, Turnitin, Poll Everywhere, Zoom, Adobe Connect, Respondus, LinkedIn Learning, Ally, and Google Suite. The UNI eLearning Suite allows for development of customized learning environments that support traditional, blended, and distance learning courses.

The most common tool used at UNI is Blackboard Learn. This is where instructors may post assignments, grades, announcements, etc. Instructors might also ask students to create video assignments using Panopto, watch & participate in LinkedIn Learning with Lynda tutorials, video conference using Zoom, and more. Students can find out more information about each of these tools by clicking on the Tools link in the menu above.

If at any time students need assistance with these tools, please use the Contact eLearning Suite Support form.

#### **Health Requirement Form-Mandatory**

<u>https://health.uni.edu/requirements</u> New graduate students need to provide their completed Mandatory Health Requirement Form to the Student Health Clinic. If a student is not in compliance by the designated date, which is the tenth day of the first term enrolled at UNI, a \$30 fee will be assessed and a hold will be placed on the student's account preventing them from registering for any following semesters. If students have attended UNI for their undergraduate program they should have already provided this information.

#### **Housing: On Campus**

#### https://uhd.uni.edu/housing

Enjoy the convenience of living on campus! The Department of Residence offers a variety of accommodations to meet the needs of graduate students. The following are options for graduate students:

- Jennings Court Apartments
- Lawther Hall
- Panther Village
- ROTH Complex

#### Housing: Off Campus

There are a variety of locations for students to live off campus in the Cedar Falls and Waterloo area. The Waterloo-Cedar Falls Courier, the daily local newspaper, includes advertisements for housing rentals. The following are housing resources in the Waterloo-Cedar Falls area:

- Apartment Finder- Cedar Falls
- Apartment Finder- Waterloo
- Cedar Valley Homes
- Zillow
- Apartments.com

#### MyUNIverse and Student Center

http://www.uni.edu/sis/content/student-center-

#### <u>help</u>

MyUNIverse is a personalized web portal that UNI students, faculty, and staff use to access and update their personal records. The Student Center in MyUNIverse is the academic management tool. This includes registration, billing and financial aid, academic progress report (degree audit), student requests, and much more. Login to MyUNIverse with the assigned CatID to view personal records and access administrative systems.

MyUNI Mobile App

#### Parking

#### division

https://publicsafety.uni.edu/parking-

Students who have a vehicle on campus can learn about vehicle registration, parking policies, and parking facilities from the Department of Public Safety.

#### Paying Your University Bill (U-Bill)

#### accounts

#### https://obo.uni.edu/student-

The related to student education U-Bill shows tuition costs, service fees, and other fees related to your education. It can be paid each semester in full by the first due date or sign up for a deferred payment plan. For detailed U-Bill information and other resources from the Office of Business Operation, please visit their site <u>here</u>.

#### **UNI Email Account**

#### https://email.uni.edu/

All students, faculty, and staff are provided with an email account hosted by Google Apps for Education. All **University communications are sent to the student's UNI email address so it is important to check it often.** Students will be sent their e-mail account information via the e-mail they provided when they applied for admission.

#### **UNI ID Card**

#### https://dor.uni.edu/idcard/

The UNI ID card is used across campus for identification and validating privilege use at the dining centers, library, athletic and performance events, the Wellness Recreation Center and for electronic access into the residence halls. Initial ID cards are provided at no cost. Replacements are available for a \$30 fee. Students can get their ID card at the Department of Residence which is located in the Redeker Center.

#### Welcome New Graduate Students!

The UNI Graduate College holds an event every year at the start of the fall semester for new graduate students enrolled in on campus programs. Orientation for Distance Education students is through the Office of Online and Distance Education. For more information regarding Orientation for Distance Education visit the Office of Online and Distance Education website at https://continuinged.uni.edu/distance.

### **Student Services & Resources**

#### A-Z Alphabetical Index to UNI Website

https://uni.edu/resources/a-z-index

#### **Academics**

- Academic Calendar
- Academic Catalog

#### **Career Services**

#### https://careerservices.uni.edu/

https://deanofstudents.uni.edu/students

https://examservices.uni.edu

Career Services focuses on connecting students with opportunities to prepare them for the world of work. Career Services also hosts job and internship fairs throughout the academic year. The UNI Job Board posts on and off campus employment opportunities.

- Job & Internship Fairs
- UNI Job Board

#### **Dean of Students**

The Dean of Students Office is committed to student success. Whether new students are transitioning to the University or current students are in need of support, this office is here to make appropriate referrals and facilitate continued success.

#### **Examination Services**

The University of Northern Iowa's (UNI) Examination Services supports the mission of the university by offering credit by examination, certification examinations, most major national college and professional school entrance exams, and proctoring services. Currently-enrolled UNI undergraduate and graduate students, non-UNI students, and nonstudents are eligible to utilize the services. All examinations are provided in a secure and convenient testing environment. Exams are administered by trained, certified professionals in accordance with testing companies' guidelines and the National College Testing Association (NCTA) Professional Standards and Guidelines. To access a listing of exams offered, click on "Test Information" in the drop down menu at the top of the page.

#### Information Technology Services (ITS)

Visit ITS online, by phone (319-273-5555), in person (Innovative Teaching and Technology Center Room 36) or by chatting on their website for answers to all technology questions. ITS has information to support students with their CatID, email, eLearning and more. ITS also provides technology help at the Service Hub. Free online software training is also provided by Lynda.com from LinkedIn Learning. Panther Print Stations have been set up around campus.

#### https://it.uni.edu/

#### International Programs, Office of

The Office of International Programs (OIP) promotes international education, development, programming and collaboration among faculty and staff at UNI and helps students thrive in a diverse global environment. OIP also serves to enhance the experience of international students on UNI's campus by assisting them to succeed in their academic goals and social adjustment to campus.

- Culture and Intensive English Program
- International Students and Scholars Office
- Study Abroad

#### **Professional Development**

The Graduate College strives to help graduate students develop professionally throughout their experience at UNI. Examples of past workshops that have been held include "Resume Writing for Graduate Students," "Behavior-Based Interviewing" and "Conquering the Cover Letter." Students should watch their UNI email for announcements regarding upcoming workshops or visit the Graduate College Website.

#### **Research & Sponsored Programs, Office of**

The mission of the Office of Research & Sponsored Programs (RSP) is to advance and support creative activity and scholarly research by working to: promote awareness of the intellectual life of the UNI community; encourage internal and external collaboration; support efforts to secure and administer sponsored funding; and ensure compliance with sponsored funding and research regulation, policies, and procedures. RSP offers:

- Trainings, resources, and events related to ethics, scholarship and grants
- IRB training is required for graduate and undergraduate students before conducting their own research within their programs.

#### **Rod Library**

Rod Library offers resources for the entire campus including 200+ databases to use for research and an extensive selection of research articles. Resources include:

- Fine & Performing Arts Collection
- Graduate Student Guide to Rod Library
- Interlibrary Loan
- Liaison Librarians & Collection Strategists
- Museum
- Reserving a Room in the Library
- ScholarSpace
- Services
- Thesis & Dissertation Formatting Guide
- UNI ScholarWorks
- Collections

#### Student Affairs, Division of

Departments in Student Affairs include:

- Vice President for Student Affairs
- Career Services
- Center for Multicultural Education
- Dean of Students

#### https://studentaffairs.uni.edu/

- Health and Recreation Services
- Residence
- Student Life & Event Services
- Student Success & Retention

#### The Learning Center @ Rod Library

#### https://tlc.uni.edu/

The Learning Center @ Rod Library (TLC) offers tutoring services to University of Northern Iowa (UNI) undergraduate and graduate students at all levels of preparation and achievement. Staff and trained certified peers

#### https://internationalprograms.uni.edu/

#### https://rsp.uni.edu/

#### https://www.library.uni.edu/

### https://grad.uni.edu/

deliver quality services in an accessible, supportive environment to help students become more independent, effective, and confident learners. Tutoring is available for math, science, writing, and general study skills and can be accessed via walk-ins (see tlc.uni.edu for hours).

Students may also utilize TLC resources for:

- Breaking writer's block and getting class assignments, personal statements, and other projects started
- Identifying problems with focus, development, organization, clarity, and grammar
- Effective planning, revising, editing, and proofreading strategies
- Calculator lending program
- Test-taking preparation and study skills
- Effective time management strategies

The Learning Center @ Rod Library also offers "Presentation Requests" for specific courses and groups. Visit tlc.uni.edu and click the link for workshop information and registration.

All TLC services are free to all currently-enrolled UNI students.

The Thesis and Dissertation Reviewer is available for appointments for assistance with theses and dissertations. All appointments will be held in person in the Learning Center or electronically via Zoom. Appointments will cover:

- Writing and research assistance
- Planning and process of completing a thesis or dissertation
- Formatting the document per the Thesis and Dissertation Manual
- Meeting Graduate College requirements

Schedule an appointment <u>here</u>!

#### **UNI Bookstore**

https://unibookstore.com/default.asp?

Textbooks may be purchased at the UNI Bookstore or on their website. The UNI Bookstore also offers an assortment of UNI apparel and merchandise, college supplies, and more.

#### **University Policies and Procedures**

https://policies.uni.edu/

### Financial Aid & Scholarships at UNI

#### **Awards & Funding Opportunities**

https://grad.uni.edu/faq-grad-assistantship-tuition-scholarship

#### **Financial Aid & Scholarships**

UNI is committed to providing the finest education attainable at the lowest cost possible. The Office of Student Financial Aid and Scholarships prides itself on assisting individuals in understanding the financial aid process. Remember to fill out the Free Application for Federal Student Aid (FAFSA) which is available for completion on October 1<sup>st</sup> at <u>https://studentaid.gov</u>. Be sure to check with your academic program for scholarship opportunities.

#### **Graduate Assistantships**

https://grad.uni.edu/application-graduate-assistantship A Graduate Assistantship is an employment position on campus available to qualified full-time students who are

https://grad.uni.edu/tuition-scholarship-application

working toward a graduate degree at UNI. GA positions are offered at full-time (20 hours per week) or half-time (10 hours per week). Graduate Assistantships enhance the student's graduate education by exposing them to the professional activities and concerns of their discipline and gives them opportunities to work closely with faculty and other university professionals. Graduate Assistantship salaries are paid through payroll the last business day of each month during the awarded semester.

Students can apply for a Graduate Assistantship position by completing the application form on the Graduate College website (link below) along with submitting other requested materials to their graduate program or to a nonacademic department they are interested in. Submission instructions are provided on the application form.

#### **Graduate College Tuition Scholarships**

Graduate College Tuition Scholarships are available to qualified full-time students who are working toward a graduate degree at UNI. These scholarships are offered at the half or full in-state tuition rate. No service or work is done in exchange for a Graduate College Tuition Scholarship. Students are responsible for the amount of their tuition and fees that the scholarship does not cover. Students can apply for this scholarship by completing the application form on the Graduate College website and submitting it to their graduate program. Submission instructions are provided on the application form.

### https://grad.uni.edu/funding

### **Involvement on UNI Campus**

#### **Arts & Athletics**

Students receive a Panther Pass, which is supported by the Mandatory Student Services Fee for on-campus students. The Panther Pass provides free admission for students to most UNI athletic, music and theater events and reduced ticket prices to events at the Gallagher-Bluedorn Performing Arts Center.

- Gallagher-Bluedorn Performing Arts Center
  - Gallagher Bluedorn provides all UNI students two free tickets each semester. Students have the choice to use these two free tickets for a show or concert <a href="https://www.gbpac.com/student-tickets">https://www.gbpac.com/student-tickets</a>
- Gallery of Art
- Interpreters Theatre
- Panther Athletics
- School of Music
- Strayer-Wood Theatre

#### Northern Iowa Student Government (NISG)

#### https://nisg.uni.edu/

The Northern Iowa Student Government (NISG) represents the student body in university and non-university matters and promotes activities that are in the best interest of the student body. NISG also promotes student involvement in the governmental process by addressing issues that affect students such as tuition, financial aid, educational quality, and student rights.

#### **Student Life & Event Services**

#### https://studentlife.uni.edu/

The Office of Student Life encourages all students to engage and become active in at least one of the 250+ student organizations UNI has to offer. View the following resources:

- Campus Activities Board
- Maucker Union Events
- Student Organizations
- Volunteer Center of Cedar Valley

#### **Wellness and Recreation Services**

#### https://recreation.uni.edu/

The Wellness and Recreation Center (WRC) is a state-of-the-art facility housing Wellness and Recreation Services. The facility includes two pools, a climbing wall, a multi-purpose gymnasium, a fitness area, a free-weight room and more! Currently enrolled students have free access to these facilities. Spouses and dependent children of current full-time students can use the WRC facilities during designated family times at no extra charge. UNI has a separate multipurpose gym on campus located in Maucker Union called the Health Beat. The Health Beat offers a fitness area, machines and weights. Wellness and Recreation Services include the following:

- Recreation Services
  - Recreation services offers intramural sports, outdoor recreation opportunities, sport clubs, personal trainers and fitness classes.

### Cedar Valley Community

#### Cedar Falls Community

For an overview of things to do in Cedar Falls check out these sites:

- Cedar Falls Main Street
  - Cedar Falls Main Street offers shops, restaurants, bars and various events such as holiday events, a farmer's market, and community activities
- Cedar Falls Tourism & Visitors Bureau
- College Hill
  - College Hill offers a wide range of amenities including restaurants, bars, coffee shops, bakeries, hot yoga, shopping and even a seasonal Farmers' Market.
- Grow Cedar Valley
- Hearst Center for the Arts
- Outdoor Recreation
  - o Parks
  - Water Trails, Walking Trails and Biking Trails

#### **Cedar Falls Community School District**

http://www.cfschools.org/

#### Waterloo Community

For an overview of things to do in Waterloo check out these sites:

- Museums & Exhibits
- Waterloo Convention & Visitors Center
- Waterloo Main Street
  - Waterloo Main Street offers restaurants, bars, shops and public entities such as museums, recreation centers and sports facilities.

#### Waterloo Community School District

http://www.waterlooschools.org/

### **Graduation & Beyond**

#### **Registrar's Office- Graduation and Commencement**

#### https://registrar.uni.edu/graduation-and-

#### commencement

Graduating students must apply for graduation and also respond to the Commencement Reply. The deadline to graduate in the Fall is November 10<sup>th</sup>, the deadline to graduate in the Spring is April 1<sup>st</sup>, and the deadline to graduate in the Summer is July 1<sup>st</sup>.

- Commencement Ceremony Information
- Completing the Graduation Application
- Fall Graduation
- Graduation Fair
- Spring Graduation
- Summer Graduation

#### **Alumni Association**

#### https://unialum.org/

The UNI Alumni Association facilitates communications and outreach activities with alumni, students and friends of UNI. The UNI Alumni Association's vision is to strengthen relationships with alumni, students and the University through lifelong connections. Membership in the Alumni Association is FREE! Visit their website to learn about the Association events, programs and services including the seven Alumni Clubs for the following locations:

- Cedar Rapids- Iowa City Corridor Alumni Club
- Central Iowa Alumni Club
- Chicago Alumni Club
- Denver Alumni Club
- Kansas City Alumni Club
- Omaha- Council Bluffs Alumni Club
- Twin Cities Alumni Club

Career Resources are available to alumni and current students including FREE TalentMarks webinars. TalentMarks are monthly webinars with topics ranging from networking to finding a job and even planning for retirement. Review the upcoming webinars and the Webinars Library. Register by clicking on "New User" or "Returning User" in the right hand corner of the page.

- Alumni Clubs
- Membership