



UNIVERSITY
OF
LOUISIANA
L a f a y e t t e

**Academic Success Center
RESOURCE AND REFERRAL GUIDE
FOR ACADEMIC ADVISORS AND STUDENTS
(Revised Spring 2013)**

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Academic Success Center



Help with Study Habits

UL LAFAYETTE RESOURCES	CONTACT
Courses UNIV 100: Cajun Connection 2 credit course for admission-by-committee students. ACSK 100: Academic Skills 2 credit course on math fundamentals. The Learning Center Keys to Academic Success Study Skills Time Management Counseling and Testing Anxiety, Depression Relationships Stress Personal Counseling	Academic Success Center 482-6818, 115 Lee Hall Academic Success Center 482-6583 482-6480, O. K. Allen
On the web: The Learning Center Counseling and Testing	http://studentsuccess.louisiana.edu/ http://www.louisiana.edu/Student/Counseling

Suggestions for students:

- ❖ Attend class regularly.
- ❖ Recopy and review class notes daily.
- ❖ Organize study groups with classmates in your courses or check with the Learning Center for existing groups.
- ❖ Meet with individual professors to discuss questions and concerns.
- ❖ Make appointment with advisor or Academic Success Center to work on specific areas.



Help with Exam Skills and Test Anxiety

UL LAFAYETTE RESOURCES	CONTACT
Office of Disability Services	Office of Disability Services 482-5252, 126 Conference Center
Counseling and Testing	Counseling and Testing 482-6480, O. K. Allen
On the web: Office of Disability Services Counseling and Testing	http://disability.louisiana.edu/index.html http://www.louisiana.edu/Student/Counseling

Suggestions for students:

- ❖ Try not to cram! Set up a study schedule and begin preparing as soon as an exam is announced.
- ❖ Organize study groups with classmates in your courses.
- ❖ Meet with individual professors to discuss questions and concerns.
- ❖ Make appointment with advisor or Academic Success Center to work on specific areas.
- ❖ Get a good night's rest and eat a healthy meal prior to an exam.
- ❖ Take deep breath and try to relax when taking an exam.

Academic Success Center

Keys to Academic Success

- Be an attentive, active listener in class by asking questions and developing strong note taking skills.
- Translate/recopy notes the same day you take them to increase retention.
- Consider studying at the library or a coffee shop if roommates or family members are distracting you at home.
- Do not be afraid to approach professors for help during office hours.
- Work less than 25 hours per week at your job if enrolled in 12 or more credit hours.
- Plan to commit two hours of outside study for every hour spent in class.
- Avoid a “drop mentality” (registering for one more class than you plan to finish to allow for dropping). Students who regularly drop are not as successful as those who complete all registered hours.
- Minimize test anxiety by being thoroughly prepared, getting a good night’s rest and eating a healthy meal before an exam.
- Take advantage of free math tutoring or join a study group at the Learning Center, 2nd floor, Lee Hall.
- Obtain assistance with English papers at the Writing Center, 1st floor, Griffin Hall.
- Receive free, confidential support for personal issues through Counseling and Testing, O. K. Allen Hall.
- Get connected. Students who are successful in college have one thing in common...They get involved! Many academic & social campus organizations are available for you. Join one today!
- **Recommended Study/Work Hours**

Credit Hours	Study Hours Per Week	Work Hours Per Week (no more than)
15	30	15-18
12	24	20
9	18	30

Academic Success Center



Help to Improve Writing Skills

UL LAFAYETTE RESOURCES	CONTACT
English Department Writing Center	Writing Center 482-5224, 107 H.L. Griffin Hall
On the web: The Writing Center	http://english.louisiana.edu/about-us/writing-center/

Suggestions for students:

- ❖ Make an appointment with the Writing Center to get extra help on your writing assignments.
- ❖ Consult with your English professor and identify specific writing needs.
- ❖ Talk with other professors to pick up hints for writing in subject specific coursework.
- ❖ Read, read, read! Reading is one of the best ways to improve writing.



Help with Basic Math Skills

UL LAFAYETTE RESOURCES	CONTACT
The Learning Center Free tutoring	The Learning Center 482-6583, 208 Lee Hall
Mathematics Department	482-6702
On the web: The Learning Center Check for semester tutoring schedule and study tips.	http://studentsuccess.louisiana.edu/

Suggestions for students:

- ❖ Practice math daily - Math is sequential and the best method of studying it is to practice - daily.
- ❖ Copy all examples shown in class.
- ❖ Attend study groups in the Learning Center and make appointments for tutoring.
- ❖ Organize study groups with classmates.
- ❖ Meet with professor to discuss questions and concerns.
- ❖ Consult with students who have previously taken the course.

Academic Success Center

TIPS FOR STUDENTS REPEATING MATH COURSES

STEP ONE: Ask yourself the following question....

“What am I doing differently that will enable me to pass this course?” If the answer is “Nothing” or “I know the material now because I have taken the course before,” then you need to....

STEP TWO: TAKE POSITIVE ACTION NOW by:

- asking your instructor about study groups for this course;
- committing to joining study groups in the Learning Center - Lee Hall, 482-6583;
- committing to tutoring early and often.
- committing to studying Math everyday.



Tutoring Services

UL LAFAYETTE RESOURCES	CONTACT
English Department Writing Center	Writing Center 482-5224, 107 H.L. Griffin Hall
The Learning Center Free tutoring in: Math, Chemistry, Biology, Physics, Accounting, Statistics, Modern Languages, Engineering, Economics, and Quantitative Methods	The Learning Center 482-6583, 2 nd Floor Lee Hall
Special Services	Student Support Services 482-6613, 106-L DeClouet
On the web: English Department Writing Center	http://english.louisiana.edu/about-us/writing-center/
The Learning Center	http://studentsuccess.louisiana.edu/
Special Services	http://gs.louisiana.edu/ss/tutoring.shtml

Suggestions for students:

- ❖ Make an appointment with the Writing Center to get extra help on your writing assignments.
- ❖ Make an appointment with the Learning Center to get tutoring in subject areas.
- ❖ Meet with study groups.
- ❖ Call individual departments for list of tutors.
- ❖ Get into study groups with other students in class.

Academic Success Center



Help with a Problem

UL LAFAYETTE RESOURCES	CONTACT
Admissions Applications Admission Requirements Immunization Records Selective Service Registration	482-6473, Foster Hall
Dean of Students Campus Organizations/Greek Affairs	482-6276, 211 Martin Hall
Academic Success Center Counselors Academic Counseling Change of Major Dropping a Class How to figure your GPA Re-entry/Transfer Services/+25 Study Skills Tutoring	482-6811, 115 Lee Hall
Cajun Card Services Lost or stolen ID cards Cayenne Cash Dining Dollars Meal Plan	851-2273, Vermillion Hall (previously Olivier Hall) 1st floor
Career Counseling Center Deciding on a Major Interest Surveys	482-5431, 110 Lee Hall
Career Services Center Job seeking strategies Career development and placement Resumes	262-5300, Conference Center
Counseling and Testing Alcohol/Drug Problems Family/Personal Problems Psychological Counseling	482-6480, 212 O. K. Allen Hall
Housing	482-6471, Located at 705 Taft Street
Ombudsman Legal advice for students	482-6947, 216 Lafayette Hall
Parking and Transit Parking permits Pay parking tickets Parking zones Transit information	482-6858, Olivier Tower
Registrar Enrollment Verification Name and address changes Repeat Rule Transcripts	482-6287, 171 Martin Hall
Scholarships	482-6515, 260 Martin Hall

Office of Disability Services Letters to Instructors (if needed) Interpreters Sign Language Readers Note-takers Tape Recording Tutoring Elevator Keys Relocation of Inaccessible Classes Special Parking Priority Scheduling Counseling Special Testing Accommodations	482-5252, 126 Conference Center
Student Cashiers Pay tuition Pay room and board	482-6385, Lafayette Hall
Student Financial Aid Financial aid, work study, Veteran affairs	482-6506, Foster 106
Student Health Services Medical Problems and Insurance	482-5464, O. K. Allen Hall
University Police	482-6447, Bittle Hall
University Website ULink - student records	www.louisiana.edu click on ULink
On the web: Admissions Academic Success Center Campus Organizations Career Counseling Center Counseling and Testing Housing Ombudsman Parking and Transit Registrar Scholarships Office of Disability Services Student Cashiers	http://admissions.louisiana.edu/basics/ http://studentsuccess.louisiana.edu/ http://www.louisiana.edu/Student/Organizations/ http://studentsuccess.louisiana.edu/ http://www.louisiana.edu/Student/Counseling http://www.louisiana.edu/Student/Housing/handbook http://sga.louisiana.edu/ http://park.louisiana.edu/ http://admissions.louisiana.edu/registrar/index.shtml http://admissions.louisiana.edu/scholarships/ http://disability.louisiana.edu/index.html http://bursar.louisiana.edu/

Student Financial Aid	http://admissions.louisiana.edu/financial-aid/
Student Health Services	http://www.louisiana.edu/Student/Health/
University Police	http://www.louisiana.edu/Student/Police/



Career Advice/Jobs

UL LAFAYETTE RESOURCES	CONTACT
Career Services	262-5300, Conference Center
Career Counseling Center	482-5431, 115 Lee Hall
Student Employment	482-6497
Work Study	482-6499
On the web: Career Services	www.louisiana.edu/Student/CareerServices/
Career Counseling Center	http://studentsuccess.louisiana.edu/
Student Employment	www.louisiana.edu/Admissions/Financial Aid/

Suggestions for students:

- ❖ Talk with your academic advisor.
- ❖ Speak with faculty in your area of interest.
- ❖ Join a student organization related to your area of interest.
- ❖ Do volunteer work at a job site in your area of interest.
- ❖ Research your career interests through the internet, personal interviews, publications, etc.



Help with Loans, Scholarships, TOPS

UL LAFAYETTE RESOURCES	CONTACT
Scholarship Office	482-6515, 260 Martin Hall
Student Financial Aid Office	482-6506, Foster Hall
TOPS	1-800-259-5626, ext. 1012
On the web: Scholarships	http://admissions.louisiana.edu/scholarships/
Student Financial Aid TOPS	www.louisiana.edu/Admissions/Financial Aid/ www.osfa.state.la.us

Suggestions for students:

- ❖ Visit Scholarship office on campus.
- ❖ Look for scholarship and loan information at the library.
- ❖ Check with churches and other organizations in your hometown.
- ❖ Check with your major department for any departmental scholarships or awards.



Meeting Friends/Getting Involved

UL LAFAYETTE RESOURCES	CONTACT
Department of Student Life and Conduct	482-6272
On the web: List of Campus Student Organizations	www.louisiana.edu/Student/Organizations/

Suggestions for students:

- ❖ Explore campus places.
- ❖ Attend athletic and cultural events.
- ❖ Check bulletin boards for special events.
- ❖ Read *The Vermilion* - the campus newspaper.
- ❖ Volunteer in the community.

ACADEMIC DIRECTORY		
Arts	JL Fletcher 205	482-6224
Performing Arts	McLaurin 109	482-6357
School of Architecture and Design	JL Fletcher 129	482-6225
School of Music	Angelle 120	482-6016
Visual Arts	JL Fletcher 310	482-6056
B.I. Moody III College of Business Administration	Moody 226	482-6205
Accounting	Moody 335	482-6218
Business Systems, Analysis, and Technology	Moody 243	482-6655
Economics/Finance	Moody 326	482-6662
Management	Moody 238	482-6087
Marketing/Legal Studies/Hospitality Management	Moody 332	482-6347
Education	MDD 114	482-1026
Curriculum and Instruction	MDD 301	482-2718
Educational Foundations and Leadership	FGM 301	482-5264
Kinesiology	BOUR 123B	482-6615
Teacher Clinical Experiences	SOULIER	262-1067
Engineering	Madison 106	482-6685
Chemical Engineering	Madison 217A	482-6562
Civil Engineering	Madison 260	482-6847
Electrical and Computer Engineering	Madison 248B	482-6568
Industrial Technology	Clyde Rougeau 255	482-6968
Mechanical Engineering	Clyde Rougeau 248	482-6517
Petroleum Engineering	Madison 126	482-6555
General Studies	Declouet 104	482-6829
Liberal Arts	Martin 246	482-6219
Communications	Burke 101-A	482-6103
Communicative Disorders	Burke 236	482-6721
Criminal Justice	Mouton 101	482-6540
English	HL Griffin 221	482-6906
History/Geography	HL Griffin 554	482-6900
Modern Language	HL Griffin 453	482-6811
Philosophy	HL Griffin 560	482-5401
Political Science	Mouton 112	482-6171
Psychology	Girard Hall 213	482-6597
Sociology/Anthropology/Child and Family Studies	Mouton 220	482-6044
Health Sciences	VL Wharton 202	482-6808
Nursing	VL Wharton 254	482-5604
Dental Hygiene	Lee 110	482-5431
Dietetics	Hamilton 117	482-6577
Health Information Management	VL Wharton 501	482-5901
Sciences	Martin 219	482-6986
Biology	Billeaud 108	482-6748
Chemistry	Montgomery 202	482-6734
Computer Science	Oliver 222	482-6768
Geology	Madison 224B	482-6468
Informatics	Oliver 203	482-5151
Mathematics	Maxim Doucet 217	482-5172
Physics	Broussard 103	482-6691
Renewable Resources	Hamilton 323	482-6647