<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>LOCATION</th>
<th>CONTACT</th>
<th>SERVICE PROVIDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dean of Students</td>
<td>S380</td>
<td>Phone Number: 713-221-8100</td>
<td>Main source of information for students; oversees student conduct, rights,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:uhdstudentaffairs@uhd.edu">uhdstudentaffairs@uhd.edu</a></td>
<td>responsibilities; assists with problem resolution</td>
</tr>
<tr>
<td>Counseling Services</td>
<td>S445</td>
<td>Phone Number: 713-500-3852</td>
<td>Confidential support with addressing personal issues; identifies community</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:counseling@uhd.edu">counseling@uhd.edu</a></td>
<td>resources</td>
</tr>
<tr>
<td>Health Services</td>
<td>S445</td>
<td>Phone Number: 713-221-8137</td>
<td>Non-urgent clinical health services &amp; medical insurance</td>
</tr>
<tr>
<td>Sports and Fitness</td>
<td>Student Life Center</td>
<td>Phone Number: 713-221-8225</td>
<td>Recreational sports, equipment, &amp; facilities; fitness classes; intramural &amp; club</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: sports&amp;<a href="mailto:fitness@uhd.edu">fitness@uhd.edu</a></td>
<td>sports; healthy workshops</td>
</tr>
<tr>
<td>Student Activities</td>
<td>S204</td>
<td>Phone Number: 713-221-8573</td>
<td>Student programming &amp; events; manages student clubs &amp; organizations, Greek Life,</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:studentactivities@uhd.edu">studentactivities@uhd.edu</a></td>
<td>student lounge, &amp; e-sports</td>
</tr>
<tr>
<td>Career Development Center</td>
<td>S402</td>
<td>Phone Number: 713-221-8980</td>
<td>Holistic career development and planning</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:uhdcareer@uhd.edu">uhdcareer@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>MD College of Business Career Center</td>
<td>B104</td>
<td>Phone Number: 713-221-5011</td>
<td>Career development &amp; planning for Business majors only</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:cobcareercenter@uhd.edu">cobcareercenter@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>Disability Services</td>
<td>GSB 314</td>
<td>Phone Number: 713-221-5078</td>
<td>Academic accommodations for students with disabilities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:disabilityservices@uhd.edu">disabilityservices@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>Veterans Services</td>
<td>GSB 318</td>
<td>Phone Number: 713-221-8622</td>
<td>Support for veterans, reservists, guardsmen, &amp; dependents of disabled or</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:uhdva@uhd.edu">uhdva@uhd.edu</a></td>
<td>deceased veterans</td>
</tr>
<tr>
<td>Center for Diversity &amp; Inclusion</td>
<td>S370</td>
<td>Phone Number: 713-221-5008</td>
<td>Safe space to learn about &amp; discuss social justice issues</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:uhddiversity@uhd.edu">uhddiversity@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>Study Abroad</td>
<td>S345</td>
<td>Phone Number: 713-221-8250</td>
<td>International educational opportunities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:studyabroad@uhd.edu">studyabroad@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>Food Market</td>
<td>S292</td>
<td>Phone Number: 713-221-5870</td>
<td>Fresh food &amp; other basic necessities for students</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:uhdfoodscholarship@uhd.edu">uhdfoodscholarship@uhd.edu</a></td>
<td></td>
</tr>
</tbody>
</table>
## ACADEMIC SUPPORT SERVICES

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>LOCATION</th>
<th>CONTACT</th>
<th>SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minority Male Success Programs</td>
<td>S411</td>
<td>Phone Number: 713-221-5804 E-mail: <a href="mailto:menoflegaci@uhd.edu">menoflegaci@uhd.edu</a></td>
<td>Academic &amp; leadership support for minority males; mentoring; cohort based instruction</td>
</tr>
<tr>
<td>Gator Success Center (GSC)</td>
<td>N310</td>
<td>Phone Number: 713-221-5805</td>
<td>Academic support for freshmen &amp; sophomores</td>
</tr>
<tr>
<td>Accelerated Transfer Academy (ATA)</td>
<td>S417</td>
<td>Phone Number: 713-226-5291 E-mail: <a href="mailto:ATA@uhd.edu">ATA@uhd.edu</a></td>
<td>Academic support for transfer students</td>
</tr>
<tr>
<td>Academic Advising Center</td>
<td>N320</td>
<td>Phone Number: 713-221-8006 E-mail: <a href="mailto:uhdadvising@uhd.edu">uhdadvising@uhd.edu</a></td>
<td>Academic advising for non-declared students</td>
</tr>
<tr>
<td>W. I. Dykes Library</td>
<td>N401</td>
<td>Phone Number: 713-221-8187</td>
<td>Research &amp; library resources; reserve study rooms</td>
</tr>
<tr>
<td>Writing and Reading Center</td>
<td>N925</td>
<td>Phone Number: 713-221-8670 E-mail: uhd.mywconline.com</td>
<td>Academic &amp; personal writing support</td>
</tr>
<tr>
<td>Center for Math and Statistics Support</td>
<td>N925</td>
<td>Phone Number: 713-221-8241 E-mail: <a href="mailto:mathcenter@uhd.edu">mathcenter@uhd.edu</a></td>
<td>Academic support for mathematical principles</td>
</tr>
<tr>
<td>Supplemental Instruction</td>
<td>S405</td>
<td>Phone Number: 713-222-533 E-mail: <a href="mailto:siprogram@uhd.edu">siprogram@uhd.edu</a></td>
<td>Tutoring for math, biology, chemistry, physics, history, philosophy, &amp; political science</td>
</tr>
<tr>
<td>Science Learning Center</td>
<td>N604</td>
<td>Phone Number: 713-221-8015</td>
<td>Academic support for science learning</td>
</tr>
<tr>
<td>College of Business Tutoring Center</td>
<td>B212 &amp; B214</td>
<td>Phone Number: 713-221-8661</td>
<td>Academic support for business majors</td>
</tr>
<tr>
<td>Foreign Language Lab</td>
<td>N950</td>
<td>Phone Number: 713-221-8628 E-mail: <a href="mailto:dejesusa@uhd.edu">dejesusa@uhd.edu</a></td>
<td>Academic support for Spanish language learners</td>
</tr>
</tbody>
</table>

## ENROLLMENT SERVICES

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>LOCATION</th>
<th>CONTACT</th>
<th>SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of Admissions</td>
<td>GSB 308</td>
<td>Phone Number: 713-221-8522 E-mail: <a href="mailto:uhdadmit@uhd.edu">uhdadmit@uhd.edu</a></td>
<td>Admits and acclimates new students to campus; oversees transfer credits</td>
</tr>
<tr>
<td>Financial Aid and Scholarships</td>
<td>S350</td>
<td>Phone Number: 713-221-8041 E-mail: <a href="mailto:uhdfinaid@uhd.edu">uhdfinaid@uhd.edu</a></td>
<td>Financial support to meet educational needs; oversees scholarships &amp; work-study</td>
</tr>
<tr>
<td>Cashier’s and Student Accounting</td>
<td>S310</td>
<td>Phone Number: 713-221-8196 E-mail: <a href="mailto:cashiers@uhd.edu">cashiers@uhd.edu</a></td>
<td>Collects payment for tuition &amp; fees; manages book loans</td>
</tr>
<tr>
<td>Registrar’s Office</td>
<td>N330</td>
<td>Phone Number: 713-221-8999 E-mail: <a href="mailto:uhdrecords@uhd.edu">uhdrecords@uhd.edu</a></td>
<td>Student records, transcripts, course withdrawals, &amp; appeals</td>
</tr>
<tr>
<td>Testing Services</td>
<td>GSB 311</td>
<td>Phone Number: 713-221-8027 E-mail: <a href="mailto:uhdtesting@uhd.edu">uhdtesting@uhd.edu</a></td>
<td>Proctors local &amp; national tests</td>
</tr>
</tbody>
</table>
AUXILIARY SERVICES

<table>
<thead>
<tr>
<th>DEPARTMENT</th>
<th>LOCATION</th>
<th>CONTACT</th>
<th>SERVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking and Transportation</td>
<td>N117</td>
<td>Phone Number: 713-221-8127</td>
<td>Parking permits; shuttle bus service; parking citation appeals</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:parking@uhd.edu">parking@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>Employment Services and Operations</td>
<td>S910</td>
<td>Phone Number: 713-221-8060</td>
<td>Oversees job openings &amp; hiring; payroll; employee policies</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:jobs@uhd.edu">jobs@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>Information Technology Service Desk</td>
<td>ACAD 700</td>
<td>Phone Number: 713-221-8031</td>
<td>Campus technology support</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:ithelp@uhd.edu">ithelp@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>Events and Conferences</td>
<td>S365</td>
<td>Phone Number: 713-221-8580</td>
<td>Campus event space reservations; rent linens</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:reservations@uhd.edu">reservations@uhd.edu</a></td>
<td></td>
</tr>
<tr>
<td>UHD Bookstore</td>
<td>N351</td>
<td>Phone Number: 713-221-8025</td>
<td>Buy your textbooks and supplies</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:2161mgr@follett.com">2161mgr@follett.com</a></td>
<td></td>
</tr>
<tr>
<td>UHD Police Department</td>
<td>N118</td>
<td>713-221-8911 (emergency)</td>
<td>Ensures a secure and safe universean environment for UHD community</td>
</tr>
<tr>
<td></td>
<td></td>
<td>713-221-8065 (non-emergency)</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>E-mail: <a href="mailto:UHDPolice@uhd.edu">UHDPolice@uhd.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

STUDENT RIGHTS AND RESPONSIBILITIES

Student Conduct

Policy: PS 04.A.01 Student Rights and Responsibilities

All students are expected to adhere to, and be accountable for, all federal, state, and local laws in addition to all University policies and regulations. Proven failure to meet this obligation will justify appropriate disciplinary action including but not limited to expulsion, suspension, disciplinary probation, loss of privileges, or warning. The conduct process includes two steps: 1) Procedural Interview – Meeting with the Conduct Officer to review and discuss the charges, and 2) Hearing – Choice of a Disciplinary Conference (one-on-one hearing) with the Conduct Officer or a hearing with the Student Discipline Committee.

If you receive notification of an alleged conduct violation, you can expect the following:

- Due process rights
- Advanced notice of the charge(s)
- Opportunity to question evidence and present defense
- Have an advisor present during the disciplinary conference and hearing
- Challenge objectivity of a hearing committee member
- Evidence based outcomes
- Option to appeal any finding with exception to a warning

For questions, please call 713-221-8056.
Anti-Discrimination

Policy: SAM 01.D.07 Anti-Discrimination Policy

UHD is committed to maintaining an environment where students, employees, and visitors are free from all forms of discrimination of any kind. Discrimination is prohibited for the following protected classes:

- Race and ethnicity
- Color
- Sex (including pregnancy status)
- Genetic information
- Religion
- Age
- National origin
- Disability
- Veteran status
- Sexual orientation
- Gender identity/expression

To file a report, complete the Title IX Report Sexual Misconduct Form or e-mail titleix@uhd.edu. For questions, please call 713-221-5771.

Title IX

Policy: SAM 01.D.08 Sexual Misconduct Policy

UHD is committed to maintaining an environment where students, employees, and visitors are free from Sex discrimination of any kind. All employees, except Counseling Services and Health Services, are required to report sexual misconduct allegations. Students are strongly encouraged to report these incidents as well. Sexual misconduct includes:

- Sexual harassment
- Non-consensual sexual contact
- Sexual assault
- Sexual exploitation
- Sexual intimidation
- Intimate partner violence
- Stalking

To file a report, complete the Title IX Report Sexual Misconduct Form or e-mail titleix@uhd.edu. For questions, please call 713-221-5771.
The UHD Police Department strives to preserve and promote a safe campus environment. To report an emergency, please call 713-221-8911. To report a non-emergency, please call 713-221-8065. You may also contact UHDPD using one of the many yellow call boxes located near all entrances/exits on all buildings, parking garages, and elevators.

UHD PD also provides escort assistance to and from your vehicle upon request as well as limited motorist assistance (locked keys in vehicle, jump-start). If you plan to ride a bicycle to campus, you can register it with UHD PD.

**FILING A COMPLAINT**

All students have the right to register complaints or concerns regarding their experience at UHD and to receive a timely response from the appropriate university official. UHD has established policies to address complaints related to academics and non-academics. The following steps should be taken when filing a complaint:

*For complaints related to discrimination and sexual misconduct, please see page 4.*
IMPORTANT SEMESTER DATES

Spring 2020 Academic Calendar Key Dates

A full list of important dates and deadlines for a given semester, including semester begin/end dates, registration dates, payment deadlines, refunds, and holidays can be found on the UHD Academic Calendar. Important spring 2020 dates to note:

- January 9: Last day to pay for regular registration at midnight.
- January 13: Spring semester classes begin
- January 20: University closed in observance of Martin Luther King Day
- January 28: Last day to drop a class without a grade
- March 9 - 14: Spring break
- March 13: University closed in observance of spring break
- March 26: Last day to withdraw from a course (grade of “W” assigned)
- April 1: Fall 2020 Financial Aid Priority Deadline
- April 27: Last class day
- April 28 - 29: Reading days
- April 30 - May 7: Final examinations
- May 16: Commencement
- May 25: University closed in observance of Memorial Day

Signature Event Dates

Below are a few UHD Signature Events scheduled during the fall and spring semester that aim to bring the UHD community together to celebrate the spirit and pride of UHD. Check your Gator Mail inbox and flyers around campus for more information.

**Fall Semester**
- Fall Welcome Week (1st week of classes)
- Homecoming
- President’s BBQ
- Greek Week
- Career Fair
- Health Fair

**Spring Semester**
- Spring Welcome Week (1st week of classes)
- Bayou Bash
- Career Fair
- Student Government Association Elections
- One Main Event
- Sports and Fitness Banquet
**LOUNGE SPACES AND STUDY AREA**

**ONE MAIN BUILDING**

**Lounge Spaces**

2nd Floor
- Lounge Area/Quiet Space near N210J

6th Floor
- Lounge Area w/vending near N602

7th Floor
- Lounge Space near N702
- Department of Math and Statistics Lounge - S721

8th Floor
- Lounge Area w/vending near S815

10th Floor
- Lounge Area - N1000
- Quiet sitting area near elevators
- Lounge area near N1068

**Study Areas**

4th Floor
- Quiet/Study area - N400
- Meditation Room - N490
- Quiet/Study Space (reading room) Large Open Space near N420
- Study rooms - N411- N453
- Library Computer Lab - N401

5th Floor
- North-Library
  - Includes individual study desks and open study area with carrels and lounge space
- South-Library
  - Includes individual study desks, 40,000 Windows Cafe and open study area

6th Floor
- Study desk near N624

7th Floor
- Study desk near S707 - S719

8th Floor
- Study desk near N811 - N819
- Study desk near N836

9th Floor
- Academic Support Center Computer Lab

10th Floor
- Quiet sitting area near elevators
- Private study area near N1067

**COMMERCe BUILDING**

**Lounge Spaces**

1st Floor
- Outside patio with lounge space
- Lounge space near stairwell 51

2nd Floor
- Lounge space near C208

4th Floor
- Lounge space near C420

**Study Areas**

3rd Floor
- Criminal Justice Student Study Room - C350
- Stardust Classroom (computer lab) - C320
- Comet Computer Lab
- Orbit Computer Lab

4th Floor
- Student Resource Room - C450
- Computer Lab C410 with lounge space
- Sitting area leading from elevators to stairwell

**ACADEMIC BUILDING**

**Lounge Spaces**

3rd Floor
- Starbucks area – Lounge space
- Coffee House area – Lounge space
- Mural area
- Mural area – Outdoor space
- Coffeehouse area – Lounge space with TV
- Food Court area – Lounge space
- Food Court Area – Outdoor deck overlooking
- Bayou/downtown

4th Floor
- Lounge space by elevators
- Lounge space - A429 & A439

**Study Areas**

3rd Floor
- Welcome Center study area by windows near GSB Tour Room
- Welcome Center study area by elevators
- Welcome Center study area by Art Gallery

4th Floor
- 4th floor – 20 computer workstations
- 4th floor – 23 study carrels
- Study area by elevators (quiet zone)
- Study area by restrooms – A439
- Study area A429 – doors can be closed and used for studying or as a hangout space
- Study area near A414 – computers and printing available, as well as study carrels & study rooms
- Study area (quiet zone) overlooking I-10/Girard St, long hallway

6th Floor
- Study area by elevator
- Study area with computer workstations
- Study area by elevators, near restrooms
- Computer area in hallway by A615
- 6th floor – 7 study carrels
- Study area (quiet zone) overlooking I-10/Girard Street, long hallway

7th Floor
- Lounge space near elevators
- Study area overlooking bayou/downtown, near Technology Teaching & Learning Center
- Study area overlooking train tracks/I-10, near A717 Multimedia Services
- Study area overlooking I-10/Girard St, long hallway

SHEA BUILDING
Lounge Spaces
1st Floor
- Lounge space near B140
- Outdoor patio with lounge space

Study Areas
2nd Floor
- Study space - B200 (computer lab)
- Study space near B240

3rd Floor
- Study space near B340