

ACADEMIC RESOURCES

Academic Services for Students with Special Needs

St. Lawrence has a full-time director of academic services for students with special needs who serves as a facilitator and advocate for students with disabilities, be they learning, attentional, physical or psychological. The University complies willingly with all federal and state statutes and regulations concerning provision of assistance to those with documented needs. Students who identify themselves as having a disability and provide documentation of the disability are assisted in finding the academic assistance they need. This process usually involves a written Individual Education Accommodation Plan (IEAP) for individual courses where accommodations are needed. We refer you to, and act as advocates for you with the staffs of, several other on-campus services, including the WORD studio, peer tutors, the health and counseling centers, dining services and many others. If you believe you will require accommodation, please call the office of academic services for students with special needs at 315-229-5104 or 5537 to begin this process as soon as possible.

Academic Support and Academic Achievement

These two offices provide a variety of services for students who want to improve their academic performance. These include:

Academic Counseling

If you want to do better academically, you can request an individual meeting with the coordinator of academic support or academic achievement. Students are offered a variety of options, including regular meetings for academic support and problem solving; time management; academic skills assessments and instruction; and specific strategies designed to meet individual needs and to enhance opportunities for academic success. If you and the staff member find it useful, the meeting may lead to connections with others on campus, such as professors, course teaching assistants (TAs), peer tutors, and counseling center staff.

Peer Tutoring Program

The academic achievement office provides peer tutors in almost every subject, and for almost every introductory-level course. Peer tutors are St. Lawrence students who have distinguished themselves in their departments with academic excellence and productive study habits, and then have been selected after a rigorous application process. If you have a strong academic background, and wish to improve your ability to communicate with others, you can do so by working with the academic achievement office as a tutor. Best of all, tutoring services are free!

Academic Skills Workshops

Any student, student organization or faculty member can request workshops in academic skills such as goal-setting, time management, note-taking, syllabus mapping, reading strategies, test-taking strategies and stress management. The academic services staff is prepared to respond very quickly to requests for

workshops and works with faculty, staff and students to expand continuously the kinds of workshops offered. For further information, call the office of academic advising programs at 315-229-5964 or visit www.stlawu.edu/advising.

Advising

Advising at St. Lawrence University is a four-year process of planning an academic career which will serve as foundation for a good life. You should begin by thinking of each of the four years of college as separate: In the first year, you will discover St. Lawrence as a place, a living community, and the possibilities of the St. Lawrence curriculum; in the second, you will become clearer as to your particular goals – the majors and minors which are possible, study abroad options, internships; in the third year, you will engage in major study in earnest, and during the fourth that work is completed, synthesized and concluded. Thoughts turn to life after graduation.

Given such a trajectory, advising is focused on helping you make this process happen in ways that make sense for you as an individual. It involves you posing, asking and getting answers to goal-connected questions. It also involves determining and following a particular selection of courses from semester to semester and year to year, going ever deeper into a major (or two majors), a minor (or more), and into the liberal arts generally.

The key to success in this process is academic planning, the intentional mapping of your academic, intellectual and co-curricular life so as to achieve a fully integrated University experience. Academic planning goes beyond simply selecting courses. Ideally, it includes thoughtful reflection about a particular course of study so that you choose courses and plan semesters according to a broader set of academic goals. Academic planning also means fully examining and taking advantage of the intellectual and co-curricular opportunities that are available to enhance your coursework.

In your first year, your advisor is one of your First-Year Program (FYP) professors; you may also request a second advisor in your primary area of academic interest. You may continue with your FYP advisor for your sophomore year, or may select a new one. When you declare a major, normally during the second semester of your sophomore year, you then choose an advisor who is affiliated with your major. Because a satisfactory working relationship with the advisor is of paramount importance, and because at a liberal arts college students' interests often change as they progress through their education, you may change advisors at any time. The associate dean for academic advising programs, who is a faculty member, works closely with faculty, both those in the FYP and those in academic departments, to ensure that students get properly advised. In addition, the associate dean oversees the office of academic advising programs, which brings together the work of the coordinators of academic support, academic achievement and academic services for students with special needs. Those offices work with each other and the First-Year Program and student life staff to ensure that first-year students have the support and services they need.

Computing Technology

There is a general description of computing in the University *Catalog*, but additional information may be useful. You can find full details on computing issues at infotech.stlawu.edu.

Information technology staff strongly recommends that you purchase a computer through the Computer Purchase Program, operated by Brewer Bookstore. These Gateway and Dell computers go on sale in mid-May and will be configured with our network settings as well as automated virus and spyware protection. Information technology is a licensed Gateway and Dell service provider and therefore can provide warranty service on campus, during your St. Lawrence career. For more information, visit infotech.stlawu.edu and look for the computer purchase program.

Please review our acceptable use policy at infotech.stlawu.edu/policy/aup_update.htm.

- Students automatically receive an e-mail address and network ID. Your e-mail address is contained elsewhere in this mailing. Be aware that e-mail is the University's official form of communication and this address will be used for such purposes. See mymail.stlawu.edu.

- All residence hall rooms are "technology-ready," so students can quickly connect their own network-ready computers to the Internet, including St. Lawrence Web e-mail, and the campus resources. All University computers connect directly to the Internet via the campus network. Most residence hall rooms require a network cable to connect.

- Students can use computers in any of several labs on campus; some are in academic buildings and some in residence halls; two are open 24 hours a day. A number of campus locations, including the Student Center, ODY Library and Dana Dining Center, offer wireless connectivity. For more information: infotech.stlawu.edu and click on Wireless.

- Most of the computing facilities at St. Lawrence are Microsoft Windows compatible. Some faculty, staff and students use Macs. Either type of computer meeting minimum requirements can be connected to the campus network to run available software and to access campus information services. Computer recommendations and minimum requirements are available on our Web site.

- Many professors incorporate word-processing or multimedia assignments into their classes; such assignments often can be turned in electronically. The most commonly used programs are Microsoft Word, Excel and PowerPoint. Some courses also make use of Macromedia Dreamweaver for Web design. Note that the Microsoft Office Suite is available for purchase at St. Lawrence University Brewer Bookstore at academic pricing; otherwise, students will find these and other programs available on public access computers.

- St. Lawrence makes exceptional computing facilities available to students, but the University also recognizes the advantages of personal ownership. The information technology staff can assist students in making a purchasing decision; please call 315-229-5770 or visit infotech.stlawu.edu for information and assistance.

SLU Libraries

The Owen D. Young ("ODY") Library and the J. Harold and Ruth C. Launders Science Library rank among the top liberal arts college

libraries in the nation. The two facilities house over 1,500,000 items in collections that are directly available to students and faculty. The libraries acquire over 10,000 print volumes annually and maintain a print journal collection of 2,000 subscriptions.

The libraries provide seating for over 900 students and both facilities are fully networked. It is possible to search more than 100 bibliographic and full-text electronic databases (including over 10,000 online periodicals). Librarians assist students in the use of scholarly resources in both libraries, and expert guidance is available for Owen D. Young Library's outstanding collection of rare books and archival materials.

Owen D. Young Library's three electronic classrooms provide well-equipped spaces where students can learn how to effectively find and utilize information, whether it is available through the library's online catalog or on the Web.

International Study Opportunities

Studying in a foreign country for a semester or year will fulfill one of your Diversity (DIV) requirements. St. Lawrence has 14 study programs in Europe, Asia, Africa, Australia and the Americas, all offering strong academic courses and wonderful opportunities for immersion in different cultures. Over 40% of our students participate in these programs; one, "Spring in the French-speaking World," is open to first-year students. Since each program has some prerequisites, and since it often requires planning to combine study abroad with distribution and major requirements, it's not too soon to begin talking with your advisor about your interest in study abroad. You are also invited to visit the Center for International and Intercultural Studies in Carnegie Hall for further information and advising.

The WORD Studio

(The Munn Center for Rhetoric and Communication)

The Munn Center helps support the University's mission to have every student read, write, speak, listen and do research well. The Munn Center is made up of several different workspaces: the WORD Studio, in ODY Library, and satellite locations around campus – Spanish and French Writing Centers, the Science Writing Center and the Sociology Lab.

The "WORD" in WORD Studio stands for **w**riting, **o**ral communication, **r**esearch, and **v**isual **d**esign; peer tutors can help you with all types of assignments, no matter what the course.

Tutors have been trained to approach papers, presentations and projects thoughtfully and to communicate constructive comments clearly in order to help you become a better writer, speaker and researcher. Tutors do not write papers or presentations for you, nor are they editors or proofreaders. Instead, when you actively participate in a tutorial, you strengthen your skills in analysis, critical thinking, argumentation, organization and style, along with your use of scholarly sources and citations. No matter what your major, your year in school or your assignment, you can benefit from discussing papers, presentations, and research and visual projects with a responsive peer.

To make an appointment or for more information, call 229-5727 or visit www.stlawu.edu/wordstudio. A tutor is available via Instant Messenger during normal hours: chat with them at SLUword.