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Academic Resources at Clark

Division of Student Success

The Division of Student Success unifies your life and learning at Clark University. We commit to supporting you across various aspects of your life, on campus and beyond — your education, community living, health and well-being, career preparation, academic excellence, and co-curricular activities. We believe education doesn't start and end in the classroom; learning can happen anytime, anywhere. The Division of Student Success strives to create intentional pathways of support to bolster your success. We provide proactive, intensive, personalized, and strategic efforts to improve your success at Clark. Ultimately, we work to create a community that provides every student with the opportunity to find their sense of purpose, cultivate their authentic selves, feel a sense of belonging, foster lifelong connections, achieve inclusive academic excellence, and engage in transformational Clark experiences to change the world.

Academic Advising Center

The Academic Advising Center (AAC) helps undergraduate students plan their academic programs and navigate registration processes, credit evaluations and transfers, University policies, graduate school eligibility, self-designed majors, and more. The Center also administers faculty advising evaluations and supports faculty advising of the LEEP curricular experience.

All incoming first year students begin their Clark journey with an assigned summer advisor in the Academic Advising Center who helps them select first semester courses, including a First-Year Intensive (FYI) course. After a student has registered for classes, the FYI professor becomes the student's pre-major advisor. When the student has formally declared a major,

typically in the sophomore year, the pre-major advisor is replaced by faculty advisors in the student's major department and supported by faculty advisors for minors and interdisciplinary concentrations. College Board petitions for exception to any academic policy are coordinated through the AAC.

Location: Shaich Center, 2nd Floor, Room 214

Contact: Evette Walters, Director (x7468) or email: ewalters@clarku.edu

For appointments, contact the center at Advising@clarku.edu.

Registrar's office

The Registrar's Office is responsible for maintaining the accuracy and integrity of all student academic records such as transcripts, enrollment verifications, and degree certifications.

The Registrar's Office also:

- Records academic-related information such as students' majors, minors, concentrations, and tracks.
- Ensures students meet graduation requirements.
- Maintains course data and the University Academic Catalog.
- Manages registration, degree audits, and grade submissions.

To contact the Registrar's office: registrar@clarku.edu

First Year Success Advising (FYSA)

The First Year Success Advisors are professional staff in the Division of Student Success who provide holistic advising and support to first-year students. Working with students from the time of their deposit in May until they declare a major, the First Year Success Advisors meet with students, individually and in groups, regularly throughout their first year for academic and engagement support. They will conduct workshops for students; make students aware of and refer them to educational, institutional, and community resources, services, and support; clarify institutional policies and procedures; and will support students in all areas of their transition to Clark.

Community Engagement and Volunteering Center

The Community Engagement and Volunteering Center supports Clark's commitment to the community by connecting students with local organizations for community-based learning courses, volunteerism, and internships. They also coordinate co-curricular programming that helps students develop knowledge and skills for socially responsible, global citizenship. Students can

visit our drop-in hours: weekdays, 12:00-2:00pm in ASEC 209B. Additional information and resources are available at <http://www.clarku.edu/community/>

Location: Shaich Center, 1st Floor

Contact: Domenica Perrone (x3785) or community@clarku.edu

Peer Success Advising and Tutoring

Peer Success Advising and Tutoring provides drop-in support in academic skill building for students who are seeking to improve time management, organization, and study skills. This program also provides support for additional non-quantitative courses such as biology, chemistry, and computer science. A detailed schedule is also available on the Office for Academic Support website.

Location: Academic Commons Suite 104

For more information, visit: <https://www.clarku.edu/offices/academic-support/#tutoring>

The Office of Undergraduate Research and Fellowships Advising

Clark University encourages students to apply for **nationally** competitive fellowships and awards to advance their research, teaching, and career trajectories. The **Office of Undergraduate Research and Fellowships Advising** assists interested students in the various phases of the application process, from planning and writing personal statements to interviewing.

Location: Shaich Center (ASEC) 2nd floor, 206

Contact Steven Moon, Director (x7392) or email: SMoon@clarku.edu

Student Accessibility Services

Clark University's Student Accessibility Services (SAS) provides support for qualified students who seek accommodations due to a documented disability. SAS reviews accommodations requests, documentation, and approves reasonable accommodations for enrolled students. SAS is located in the Alumni and Student Engagement Center. The goal of SAS is to make sure that students with documented disabilities are afforded the opportunity to achieve their potential both in and out of the classroom by insuring equal access through reasonable and appropriate accommodations. For additional information, visit: <https://www.clarku.edu/offices/student-accessibility-services/>

Location: Shaich Center (ASEC) 2nd floor

Contact Emily Stark, Director (x7608) or email: ESTark@Clarku.edu

Strategic Learning Services (SLS)

The Strategic Learning Services program (SLS) supports any students on campus who may need assistance with executive functioning skills, time management, organization, or other areas of academic challenge. Data strongly suggests this type of structured and targeted support program helps to support and enhance participating students' ability to acclimate to the college community and has increased retention. Over a 6-year period, students enrolled in a similar program retained at a 12-17% higher rate than other individuals within their same cohort who did not participate. In addition, supported students earned a similar GPA to their peers in the overall population, and a majority graduated along with their respective cohorts.

Students may enroll in the SLS program at various points in their time at the institution and commit to meeting with a Strategic Learning Services Coach twice per week during fall and spring semesters. The SLS Coach helps students review course work and assignments, determines the need for connection to additional campus support services to facilitate overall success at the institution, and helps students increase their ability to self-advocate and build skills for independence both in and out of the classroom setting. Coaches assess students' progress throughout the semester to ensure they are meeting their identified goals, a critical process that helps students build on their successes and actively engage in the learning process. All sessions between the coach and the student are documented to concretely identify and actively work on areas of need and growth. Most students participate in the program for two or three semesters, though some students may require more time in the program to support their success.

Location: Shaich Center (ASEC) 2nd floor

Contact Micky Roberts: MaRoberts@Clarku.edu

Study Abroad and Away

The [Office of Study Abroad and Away Programs](#) connect students with opportunities that align their academic and co-curricular interests with credit bearing experiences beyond the Worcester campus. The staff works with students to identify, apply for, and participate in one of our more than 50 programs approved around the globe, including in Boston and Washington, D.C. Students studying abroad or away *must* fill out an "Intent to Study Abroad" form at least one year in advance, attend a Study Abroad 101 session and have declared a major in order to be eligible.

Location: Shaich Center (ASEC) 2nd floor

Alissa Kramer, Director (x7363)

For more information, visit our [website](#) or contact studyabroad@clarku.edu

Quantitative Skills Center

The Quantitative Skills Center (or "Q Center") provides drop-in one-on-one peer tutoring in math and statistics subjects. The center is located within the Academic Support Center (Academic Commons 104), and a detailed schedule is available on the Office for Academic Support website.

Location: Academic Commons Suite 104

For more information, visit: <https://www.clarku.edu/offices/academic-support/#tutoring>

The Writing Center: Help with Writing

The Clark University Writing Center assists students with every discipline in the university, helping students start writing projects, get un-stuck, organize thoughts, revise drafts, work with citations, avoid plagiarism, and improve the mechanics of their written English. The Writing Center will help with writing at any stage -- whether a student writer is brainstorming ideas, writing a first draft, or editing a final version. Students can bring writing for any class in any discipline, as well as cover letters, resumes and personal statements.

For more information about the services offered please visit: <https://www.clarku.edu/departments/writing-at-clark/about-the-writing-center/> To schedule an appointment, visit <https://clarku.mywconline.com/>.

Location: Academic Commons, Academic Support Center, Suite 104

Contact: Jen Plante, Associate Dean of Academic Services & and Director of Writing Center (x7469) or email jplante@clarku.edu

Clark Connections Center

The Career Connections Center, part of the LEEP Student Success Network, assists undergraduate students and recent alumni in exploring, planning and implementing career goals.

The Career Connections Center is home to five offices:

- Career Development
- On-Campus Student Employment
- ClarkCONNECT
- Employer Engagement
- Opportunity Funding

Workshops and events are held throughout the academic year and focus on a variety of issues related to career and professional development.

Location: Shaich Family Alumni and Student Engagement Center, 1st Floor

Website: clarku.edu/offices/career-connections-center/

Contact: (x8819) or email: cservices@clarku.edu

International Students & Scholars Office

The International Center at the Corner House provides services and programs to support Clark University's international students, scholars, and employees as they seek to achieve their academic and professional goals. We collaborate closely with our colleagues in Clark's schools, departments, and administrative offices to ensure that our students, scholars, and employees have extraordinary experiences as members of the Clark community.

For more information, call ISSO: 508-793-7362 or visit: <https://www.clarku.edu/international-center/about/>

American Language and Culture Institute (ALCI)

ALCI offers support to students around English language proficiency. A variety of noncredit ESL workshops are offered to help strengthen students' Academic English. ALCI also offers ESL classes at 5 different levels during the academic year as well as the summer. Undergraduate students who take the Verbal Expression placement test at Orientation may be required to take the following writing courses offered by ALCI: Expository Writing for Nonnative Speakers of English (ESL 0155, credit).

Location: International Center at Corner House Room 103
Contact: Sarah Lopolito, Director (x7794)

Information Technology Services (ITS)

Information Technology Services (ITS) provides support for computing, telecommunications, and networking resources. ITS services for students include:

- General purpose and specialized computing labs
- Discounted computer hardware and free/reduced-cost software (including antivirus and Microsoft Office 365)
- Phone, walk-in and on campus "house call" technical support for common computer and networking issues
- Wired and wireless networking throughout campus (public areas, classrooms, residence halls, etc.)
- Email and cloud-based file storage.
- An online campus Web portal (ClarkYOU), learning management system (Moodle) and CUWeb for course registration, checking grades, updating addresses, etc.

The ITS Help Desk, located in Academic Commons, is open until 2:00AM Sunday – Thursday during the academic year.

To learn more about any of these services please visit the ITS website at <http://www.clarku.edu/its> or contact the ITS Help Desk (Academic Commons, 508-793-7745, helpdesk@clarku.edu).

Robert Hutchings Goddard Library

Students engaging in library are able to get assistance at the **Research Help** Desk. The **librarians** there will assist students in learning to use the resources of the Goddard Library, the extended resources of Worcester-area libraries and the Higher Education Consortium of Central Massachusetts (HECCMA), and the research uses of the Internet. The **Research librarians** will be happy to help students get started in the world of libraries, **scholarly information, and research.**

Location: Goddard Library Public Services

Contact: Research Desk (x7579) or email: referencedesk@clarku.edu.

Or visit: <https://www.clarku.edu/library/>

