



HARDING UNIVERSITY
**CAMPUS ACADEMIC
SUPPORT GUIDE**
2019-20

UNIVERSITY COLLEGE
Hammon Student Center 236
501-279-4531
universitycollege@harding.edu

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Note from the Dean

harding.edu/universitycollege

Welcome to the University College at Harding University! We are glad you found us! We are here to promote the success of all students by providing comprehensive programs and services that advance academic achievement and personal development.

At Harding, you will find a highly qualified professional support team of advocates who contribute resources, guidance and support to students as they pursue their academic, social and spiritual goals.

These professionals collaborate with the faculty to foster a culture of learning. It is within this partnership that we find strength to help students meet their needs.

Continue to take a look at our programs and resources. Our desire is to help you succeed. Our doors are open; let us help you open yours.

Kevin Kehl, Ed.D.

Dean of University College



Academic Resources

harding.edu/arc

Academic Resources provides information and assistance necessary for academic success and lifelong learning to all students. A range of support and resources include:

- A learning environment that is supportive of the academic, social, and spiritual needs of all university students.
- Individual tutoring in various content areas as well as group tutoring in targeted historically difficult courses.
- Academic coaching for students needing assistance with time management, note taking skills, test taking strategies and testing anxiety, stress management, and organizational skills.
- Learning enhancement seminars (HU Hacks) covering a wide variety of topics pertaining to students personal and academic success.
- The Early Alert and CARE programs, both designed to serve students who are experiencing academic challenges.



Director: John Mark Warnick, Ed.S., LAC



Student Center 2nd floor



501-279-4233



jwarnick@harding.edu

University Studies Department

harding.edu/advising

Our staff coordinates advising for students in the Exploratory Studies program, designed for those who have not yet chosen a major, and those taking University Foundations courses.

We understand that selecting a major is a big decision. That's why we offer support and help for our students to acquire essential knowledge, skills and habits as they pursue their academic and career goals.

We're here to help you explore interests, values and personality types and to discover majors and occupations you will find interesting and rewarding.



University Studies Advisor: Tannon Davis, MBA



Student Center 2nd floor



501-279-4054



tdavis3@harding.edu

University Foundations

harding.edu/advising

University Foundations provides instruction and support to students as they strive to become active, independent learners who possess the skills necessary to succeed at Harding.

University Foundations is required for students who enter Harding with less than 14 hours of transferred college credit and ACT composites of 16-18 or a combined critical reading/math score of 860-970 on the SAT and less than 14 hours of transferred college credit (more than two semesters after high school). The program consists of classes and labs that are designed to prepare students for the courses they will take in Harding's liberal arts curriculum.



The First Year Experience

harding.edu/firstyearexp

Making key connections early in a student's academic career is critical to a successful transition to college. The First Year Experience (FYE) is designed to help engage and connect new students to the people, programs, and resources necessary to lay a strong foundation on which to build. FYE's focus to help new students engage and connect is primarily achieved through programs that include Bison Bound, Student Impact, peer guides, First Year Retreat, learning enhancement seminars (HU Hacks), and our annual Freshman Class (P)Reunion. The goals of First Year Experience are to:

- Encourage students to explore helpful resources and become engaged in activities that will support their academic, personal, and spiritual growth
- Expose students to a rich mixture of ideas, experiences, and people encountered in God's creation and the body of Christ
- Foster a sense of belonging to the Harding community

📍 Student Center 2nd floor

☎ 501-279-4531

@ firstyearexperience@harding.edu






Career Services

harding.edu/career

Career Services conducts two distinct types of services for students: career counseling and exploration and job search opportunities for students and alumni.




Students may take the TypeFocus career assessment online: careers.typefocus.com. Click on “New Users-Click to Register.” The site password is Hu74. Fill in and click “Agree and Continue.” After completing the online assessment, students may call Career Services to schedule an appointment to receive the results of the online career assessment. Career Services maintains a library of literature and online resources on careers, companies and graduate schools for students to research.

-  Student Center 2nd floor
-  501-279-4454
-  careercenter@harding.edu

Disability Services

harding.edu/disabilityservices

Disability Services helps to facilitate necessary accommodation for students with disabilities and serves as the disabilities specialist/counselor. This office serves as a liaison between students with disabilities and faculty/administrators.

-  Student Center 2nd floor
-  501-279-4019
-  disabilityservices@harding.edu

Multicultural Student Services


harding.edu/mss


Multicultural Student Services (MSS) is designed to assist minority students in their transition to college and continue to play a supportive role to enhance the Harding experience to graduation and beyond. The goal of MSS is to promote the academic success of minority students through mentoring and connections to campus resources. The MSS office also serves as a liaison between minorities and faculty/administrators on issues of diversity.

Additionally, MSS helps to provide leadership development through various student organizations that celebrate the rich cultural diversity of our student body. This includes the Multicultural Student Action Committee (MSAC), which is composed of student leaders who initiate, plan and implement programs that increase multicultural awareness on Harding's campus.

 Director: Tiffany Byers, MBA

 Student Center 2nd floor


 501-279-4856

 tbyers@harding.edu


TRiO McNair Scholars Program

harding.edu/mcnair

The TRiO McNair Scholars Program is a federally funded project that prepares low-income/first generation students and students who are under-represented in graduate studies for graduate school. Undergraduate students who have completed one year of college with at least a 2.75 GPA or higher, are either first generation and low-income, or are from minority groups under-represented in graduate education are eligible for Harding's McNair Scholars program. Harding's program is funded by the U.S. Department of Education and serves 27 students per year.

 Director: Lolita Meredith, M.S.

 Student Center 2nd floor

 501-279-5425

 lmeredith@harding.edu




TRiO Upward Bound


harding.edu/upwardbound

Upward Bound program is a federally funded program administered through the U.S. Department of Education. It helps serve 65 high school students within White and Woodruff counties.

The mission of Upward Bound is to reinforce academic skills and personal motivation necessary to complete a college education. Specifically, the program is designed to improve high school performance and graduation rates as well as the rate at which students enroll in and graduate from a college of their choice.

 Director: Stephanie O'Brian, Ed.S., LPC

 Student Center 2nd floor

 501-279-4170

 sobrian@harding.edu



PLANNING OPPORTUNITIES & SUPPORT SERVICES


Brackett Library

harding.edu/library

Brackett Library's primary focus is to support the curriculum and provide services that help students and faculty succeed. Information is available in both print and electronic formats. Librarians are available for one-on-one reference help at the information desk (ext. 4775), through instant messaging or via email. Each librarian's name, subject areas of interest and email information are available through the library website.

Many class hours of instruction are provided through arrangements with the faculty. These library instruction classes cover basic library skills, how to use Brackett Library particularly, how to do effective research, and explanation of resources available. Librarians and well-trained staff are waiting to help you.

The library provides access to more than 100,000 full-text electronic books and journals. Materials that are not owned by Brackett Library are available through interlibrary loan for a small fee. Come see us and learn more about your library.

 501-279-4775


 library@harding.edu





Business Office

harding.edu/businessoffice

The Business Office is the accounts receivable office for the University. The billing and collection of student accounts is the main responsibility of this office. The Business Office will cash checks for currently enrolled students up to \$200. The Business Office is also the liaison between Harding and Aramark.

 Administration Building 103

 501-279-4336

 BusinessOffice@harding.edu


Canvas Support

harding.edu/ist/canvas

Canvas is a web-based learning management system that allows faculty to deliver online course instruction or provide an online enhancement to on-campus courses. In Canvas, students will have access to support materials posted by the instructor including syllabi, assignments, links to web-based materials, discussion boards, chat rooms, and online quizzing.

For questions that deal with issues such as logging in, submitting assignments, taking quizzes or tests, uploading files, or just about any question that begins with “How do I ...” please contact the E-Learning Help Desk Monday through Friday from 8 a.m. to 3 p.m.

 Administration Building 206 (second floor)

 501-279-5201

 elearning@harding.edu

Counseling Center

harding.edu/counseling

Counseling resources and services are available at no cost to the student. A staff of six professional counselors is available to confidentially answer personal questions and provide counseling services as needed.

Our goal is to assist students as a part of the University's mission to promote student success in all areas of life.


- 📍 McInteer 313
- ☎️ 501-279-4347
- @ counseling@harding.edu



Departmental Labs


The Writing Center is available to all Harding students. Student tutors staff the lab 50-plus hours per week to help students plan writing assignments, review drafts, revise graded papers, and learn more about grammar and writing style. Computers are available for writing projects.

 Brackett Library main floor

 501-279-4627


The Math Lab meets in the Pryor-England Science Center room 102 and is staffed by upper-class mathematics majors or graduate assistants. It is open 8-10 p.m. Sunday through Thursday. Students often go there to get help on a specific topic; others go there to do their homework, so they can ask for help when they get stuck! It is on a drop-in basis; appointments are not made.

 Pryor-England Science Center 102

 501-279-5597

The department of chemistry provides regularly scheduled help sessions during the fall and spring semesters on Tuesdays and Thursdays from 7-8:30 p.m. for students in General Chemistry (CHEM 114), College Chemistry (CHEM 121-122), and Organic and Biological Chemistry (CHEM 215-216).


 Pryor-England Science Center 151

 501-279-4459

 clwhite@harding.edu

The Communication Sciences and Disorders Program operates **the speech clinic**, which is free to all Harding students. Services include diagnosis and treatment for all aspects of speech and language communication difficulties. The speech clinic is also open to the community.

 Swaid 102

 501-279-4599

 HUSC@harding.edu

There are a number of open-access **computer labs** on campus. All have access to word processing, email and internet, and several have specific applications (as noted). Hours of operation are generally from 8 a.m. to 10:30 p.m. and are available for student use except when classes are scheduled in the lab. During open hours, there will be a lab attendant available to help you.



Visit harding.edu/ist/elm/labs to see the lab schedules.

Mac labs:

- Art 212, 501-279-5710 (Graphic design applications, Adobe Creative Suite)
- McInteer 136, 501-279-5374
- Pryor-England Science Center 109, 501-279-4933
- Reynolds Center C131, 501-279-4451 (Communications applications, Adobe Creative Suite)

PC labs:




- Ezell 209, 501-279-4116 (Behavioral science applications)
- GAC 153, 501-279-5837 (General computing applications/kinesiology)
- Mabee 108, 501-279-4264 (Business/IT applications) This lab is always open, and there are never classes in this lab.
- Mabee 245, 501-279-4854 (IT/business applications)

- Pryor-England Science Center 213, 501-279-4410 (Computer science/mathematics applications)
 - Pryor-England Science Center 182
 - Olen Hendrix 301 (Interior design applications)
-  501-279-5201
-  elearning@harding.edu

Watson Center

harding.edu/watsoncenter

The Betty Ann Watson Education Resource Center, located in the Cannon-Clary College of Education, is a newly renovated media center, study lounge and library that welcomes the Harding community as well as churches, schools, homeschool and local teachers, and others. The Watson Center sells numerous crafting and school supplies and offers services such as binding, copying, cold and hot laminating, printing, scanning, as well as work produced using a laser die-cut machine and poster maker. In addition to the study lounge, which offers a SMART Board, student computers and televisions, the newly renovated library contains thousands of children's books, as well as iPads and projectors, available for checkout. All are welcome to come visit this beautiful facility and utilize the resources offered.





-  Thornton Education Center, Room 334
-  501-279-4549
-  watsoncenter@harding.edu

Recreation

harding.edu/gac

The Clifton L. Ganus Jr. Activities Complex is the campus' largest indoor recreational facility housing a swimming pool; handball and racquetball courts; track; aerobics area; weight/aerobic room; and free play spaces for basketball, volleyball, and tennis. Rhodes-Reaves Memorial Field House is used for intercollegiate basketball and volleyball.

Outdoor recreational facilities include a nine-lane track, a 12-court lighted tennis center, an outdoor jogging trail, four softball and four flag football/soccer fields, outdoor basketball goals, 18-hole disc golf course, two sand volleyball courts, and one large one large multipurpose field for various sports. In addition, picnic tables, fire pits and hammock poles along Gin Creek provide an outdoor space for hanging out. All facilities are available for student use at designated times.

-  Recreation Center Manager: Braden Henderson, M.A.T.
-  Ganus Activities Complex
-  501-279-4761
-  bhender1@harding.edu



Honors College

harding.edu/honors

The mission of the Honors College is to encourage students to develop high intellectual standards, independent thought, logical analysis, and insight into the nature of knowledge while building their faith in God.


Honors Students enter the College with a minimum ACT composite of 27 or a combined math/verbal score of 1220). These students may enroll in any course denoted with an “H.” Students who do not meet the initial test score guidelines may be eligible after maintaining a Harding University GPA of 3.25.

Honors Scholars, who comprise the top tier of the program, are National Merit Finalists, Trustee Scholars, or selected students from those with a minimum composite ACT score of 31 or a combined math/verbal SAT score of 1360. Honors Scholars are required to take a specific curriculum of Honors (HNRS) courses.

There are three types of courses offered by the Honors College:

- **HNRS courses:** Specific courses within the Honors College
- **H sections:** Sections of liberal arts courses taught for Honors Students and Honors Scholars. These class sections are smaller and offer more opportunity to discuss and examine the material.
- **Honors contract courses:** Courses in which students and teachers negotiate on projects to enhance course content

 Sears Honors Center, 704 E. Center Street

 General information: 501-279-4056

 Academic advising: 501-279-4157

 honors@harding.edu

International Programs

harding.edu/international

The international programs have been specially designed to further enhance the stated mission of the university to help students develop a Christian understanding of and respect for other cultures. As an extension of the Searcy campus, these international experiences provide unique opportunities for study and travel overseas for both students and university faculty. As with our university course offerings on the Searcy campus, the international programs of study provide rigorous, yet flexible courses of study by drawing from each unique international locale. Because of these unique experiences, students and university faculty develop lifelong relationships.

The Harding University International Programs—academic programs based in Florence, Italy (HUF); London, England (HUE); Australasia (HUA); Athens, Greece (HUG); Viña del Mar, Chile (HULA); Paris, France (HIP); and Namwianga Mission, Zambia (HIZ)—provide unique opportunities for study and travel overseas. For every program, a selection of courses that apply to the liberal arts requirements are offered that may be studied in a particular locale.



In addition to the full semester programs, special summer opportunities include department-specific study in London, Scotland, Zambia and other rotating locales.

Applications are accepted from students of Harding University and other institutions. To participate, students must have a 2.0 GPA and have completed 27 semester hours. HIZ students must have a 2.5 GPA with 27 semester hours completed and will be selected from the pool of applicants.

Prerequisites are required of HIZ participants. Formal acceptance into this program occurs the last full semester prior to the semester chosen for attendance.

📍 Sears Honors Center 200, 704 E. Center Street

☎️ 501-279-4529

@ international@harding.edu




IT/DormNet

harding.edu/stutech

DormNet Service is provided by Harding's student support and communications department to all currently enrolled Harding students. It brings the internet and the campus network directly to a student's personal devices. Dorm residents (and on-campus apartments in Village and Legacy) have access to the internet in their rooms through a wireless or a wired connection.

Student support and communications also operates the DormNet Help Desk. The DormNet Help Desk is open from 10 a.m.-10 p.m. Monday through Thursday and from 10 a.m.-5 p.m. on Friday. Contact them at 501-279-4545 or at dormnet@harding.edu. You can follow their blog at dormnet.blogspot.com.

 Administration Building 205 (second floor)


 501-279-4545


 dormnet@harding.edu

Media Center

harding.edu/mediacenter

The Media Center, located in Brackett Library, contains printing, binding and other equipment to aid students, faculty and staff with documents, posters and presentations related to instructional materials. Scanning and faxing equipment are also available.

 Brackett Library 132

 501-279-4353

 mediacenter@harding.edu

Office of the Registrar

harding.edu/registrar

The Registrar's Office seeks to serve students in a number of ways. Some of the primary responsibilities of the Registrar's Office include:

- Making changes such as class schedules (drop/adds), majors/minors and advisers
- Degree information: Degree plans, requests to graduate, and graduation approval. The graduation application form is online under My HU Info/Student/Student Records/Graduation Application. Must be completed with your advisor no later than the application deadline set by the registrar's office prior to graduation.
- Transcript information: Sending transcripts, adding transfer work, entering CLEP and AP credit, and evaluating foreign transcripts
- The following items are available on Pipeline on the Student Tab under Registrar Forms:
 - Honors Student Program: Declare which classes Honors courses will satisfy.
 - Humanities Courses (International Programs): Declare which classes your humanities courses will satisfy.
 - Major/Minor Change Form
 - Maximum credit load request: Request to take the maximum number of hours allowed by Harding.
 - Name Change: Submit a change of name.
 - Replacement Diploma: Request a replacement diploma.

- Request for Audit: Request to audit a class (requires half tuition).
- Request for Concurrent Enrollment: Request permission to take courses at Harding and another institution at the same time for transfer purposes.
- Request for Summer Enrollment: Request permission to take courses at another institution in the summer to transfer to Harding.
- Transcript request: Request official copy of Harding transcript to be sent to another institution. (Note: This request will not be processed until all holds are removed from your account.)
- VA Certification Form: For proof of enrollment for insurance discount and deferment information, go to: My HU Info, Student, Registration, Enrollment Verification Certificate

📍 Administration Building 106

☎️ 501-279-4057

@ registrar@harding.edu



Testing Lab

The Testing Lab provides a secure environment for online testing. By having students test in the lab, instructors can spend valuable class time covering material rather than on assessments. The Testing Lab also allows students to schedule their tests on their own time during whatever range of dates the instructor provides. The flexibility of scheduling, along with the wide range of test formats, makes the Testing Lab an invaluable resource for instructors of all subjects.

The Testing Lab is open 8 a.m.-9 p.m. Mondays, Tuesdays and Thursdays; 8 a.m.-6 p.m. Wednesdays; and 8 a.m.-5 p.m. Fridays. If any of your classes use the Testing Lab, you can schedule your exam under the Student Bar in Pipeline.

📍 Ezell Building 207A (Second Floor)

☎ 501-279-5220

@ testinglab@harding.edu



Department of Public Safety

harding.edu/public-safety

The Department of Public Safety strives to maintain a proactive approach to campus safety utilizing various resources to patrol and respond to various situations. Our vision is to provide a safe, Christian environment to the Harding community. The Department of Public Safety is pleased to offer the following services to members of the Harding community:

- Assisting in unlocking your vehicle (or getting a locksmith) when you have locked your keys inside.
- Assisting in jump starting your vehicle when it won't start.
- Providing courtesy escorts to students, staff and faculty on campus or back to campus during night time hours.
- Providing medical transport and emergency first aid.
- Campus patrols 24-hours a day, every day of the year.
- Emergency phones for immediate assistance in emergency situations.
- 24-hour video surveillance in select areas.



David B. Burks American Heritage Building



501-279-5000



DPS@harding.edu

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HARDING