

FLORIDA ATLANTIC UNIVERSITY  
DIVISION OF STUDENT AFFAIRS



# STUDENT HANDBOOK

2023 - 2024

FLORIDA ATLANTIC UNIVERSITY

FAU



# DIVISION OF STUDENT AFFAIRS

## Vision Statement

The Division of Student Affairs aspires to ignite purpose and passion in our students to become socially responsible and globally engaged leaders. We will challenge ourselves and our students to accept and act upon our responsibility, to be role models who learn, and act to create meaningful and impactful change at FAU and beyond.

## Mission Statement

The Mission of Student Affairs is accomplished by:

- Developing programs, services and facilities guided by best practices in each functional area.
- Utilizing data to assess student learning, thereby improving programs and services.
- Securing state of the art technological and physical facilities resources.
- Collaborating with students, faculty, staff and external stakeholders.
- Creating, maintaining and disseminating assessments of Florida Atlantic University culture to guide departmental, divisional, and campus decision making processes.
- Recruiting, retaining, and developing a highly qualified, diverse staff.
- Integrating outcome assessments, continuous program improvements, and budget development into an ongoing strategic planning process.

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## Vice President for Student Affairs ([fau.edu/student](http://fau.edu/student))

The Office of the Vice President for Student Affairs inspires a collaborative working relationship with students, faculty, staff and the greater university community. The Vice President for Student Affairs is the chief student affairs officer for the University.

## Dean of Students ([fau.edu/dean](http://fau.edu/dean))

The Dean of Students Office includes Student Conduct and Conflict Resolution, Victim Services, and Case Management. The Dean of Students staff strives to facilitate civil, productive, value-based participation in the FAU community through advocacy, accountability, connection with resources, support, guidance and restorative justice practices. The office oversees the Exceptional Circumstances Withdrawal (ECW), the Homeless Verification and the Student Conduct processes. In addition, this Office facilitates the Beyond Food Program, the Admissions Review Board and the Student Conduct Board.

## Office of Student Conduct and Conflict Resolution ([fau.edu/studentconduct](http://fau.edu/studentconduct))

The purpose of the Office for Student Conduct and Conflict Resolution is to support the educational mission of the University by administering the Student Code of Conduct ([fau.edu/studentconduct](http://fau.edu/studentconduct)) and to aid students in the development of essential conflict resolution skills. Utilizing best practices related to transformative justice, educational sanctioning and conflict resolution techniques, the office encourages accountability for actions while focusing on the restoration of any harm done to individuals and/or the community. The mission of the Office of Student Conduct and Conflict Resolution is to promote a safe and secure university community of civility, integrity, and student development, as well as responsible, healthy behavior.

## **Office of Leadership Education And Development (LEAD) ([fau.edu/lead](http://fau.edu/lead))**

The Office of LEAD follows its mission to invest in students to become change agents. LEAD is committed to providing an atmosphere that fosters learning, personal growth, and exploration of individual and group leadership skills. LEAD offers many opportunities to enhance a student's curricular and co-curricular experience. Through partnerships with Academic Affairs, the Leadership Studies Minor with related courses, such as LDR 2010: Introduction Leadership, are offered for students. Co-curricular opportunities consist of many programs such as the WeLead: Student Leadership Symposium, the Elite Owl Leadership Ambassadors, the Certified Student Leader program, along with leadership development workshops for students and non-students and more.

LEAD promotes service through the Daniel B. Weppner Center for Civic Engagement and Service-Learning. The Weppner Center provides students the opportunity to combine coursework with the needs of the community and practice servant leadership through action and reflection, leading to meaningful experiences. Programs consist of Owl Breaks (alternative breaks), service projects, civic engagement, themed Days of Service events, and non-partisan voter education. Volunteer hours served at any nonprofit agency while an FAU student is currently enrolled can be recorded on the student's transcript through NobleHour. The Student Government program, Students Advocating Volunteer Involvement (SAVI), which provides students with service opportunities is advised through the Center.

Through these engagements, students develop their abilities through our guiding principles of Know, Be, Do, and Inspire to discover, process, and align their knowledge and self-awareness through finally, mobilizing others in their communities to create positive change.

## **Campus Life, Broward Campuses ([fau.edu/student/broward](http://fau.edu/student/broward); [@faubrowardcl](https://twitter.com/faubrowardcl))**

Broward Campus Life enhances the overall educational experiences of students by providing comprehensive and integrated campus life events and programs, services and facilities that challenge and support FAU students through the promotion of academic success and student development. Relevant and desirable outcomes also relate to the goals of career readiness, leadership, wellness and life skills. Campus Life for the Davie, Fort Lauderdale and Dania Beach campuses is coordinated through the Student Affairs offices on the Davie campus.

## **Campus Life, Northern Campuses ([fau.edu/student/jupiter](http://fau.edu/student/jupiter))**

The Office of Campus Life, Northern Campuses supports the university's academic mission through meaningful co-curricular and experiential learning opportunities for students attending the MacArthur Campus and the Harriet L. Wilkes Honors College. As an entity within the Division of Student Affairs the Office of Campus Life provides students with a wide range of programs, services, and resources aimed at holistically supporting students from admission through graduation and beyond.

## **Campus Recreation ([fau.edu/campusrec](http://fau.edu/campusrec))**

Campus Recreation strives to empower and enrich the FAU community through diverse and accessible recreational and wellness opportunities that foster physical and social well-being. All facilities and programs are available to FAU students with a valid Owl Card or by using the FAU Campus Rec app available on Apple and Android. Please visit our website for a full list of programs and services.

### **FAU Career Center ([fau.edu/career](http://fau.edu/career))**

Located on the Boca Raton, Davie, and Jupiter campuses. The nationally award-winning FAU Career Center connects Florida Atlantic University students with meaningful employment, internship, and graduate school opportunities through innovative career programming and career coaching.

Visit the FAU Career Center to build toward your future by learning more about majors and careers through Kick Off Your Future, developing job search skills, learning about the top skills employers seek, exploring on- and off-campus internship experiences, practicing interviewing, and connecting with employers through Handshake and at several career fairs offered throughout the year.

The FAU Career Center is a comprehensive and one-stop shop for all your career-planning needs serving all FAU students from their first year through graduation. It is also home to the Iris Professional Headshot booth; come in today and start building toward your future!

### **Center for Global Engagement ([fau.edu/global](http://fau.edu/global))**

The Center for Global Engagement was established in 2016 as a hub for international activities and global engagement efforts and in support of the Global Perspectives and Participation platform of the university strategic plan. Reporting to the Provost's Office, the Center for Global Engagement focuses on developing, promoting, and advocating for global mobility, exchange, competence and outreach through a variety of programs and services across five functional areas:

**Education Abroad (EA):** This office coordinates long and short-term study abroad programming, manages the University's international agreements and partnerships, and represents FAU within the field of international education. FAU Education Abroad administers and oversees credit-bearing study abroad programming and provides support services to students engaging in University-affiliated travel abroad. FAU Education Abroad advises students and faculty on fellowship and grant opportunities for overseas study and research; it also coordinates activities for the Peace Corps Prep Certificate Program. Education Abroad activities seek to increase access to global engagement not only through global travel, but also through virtual exchanges and other opportunities that provide a global experience with or without the need for physical travel. The office coordinates the [FAU Global Tech](#) virtual experience, a credit-bearing option for students who wish to engage in global learning without traveling abroad. For more information, visit [www.fau.edu/goabroad](http://www.fau.edu/goabroad) or email [goabroad@fau.edu](mailto:goabroad@fau.edu).

**International Student Services (ISS):** This unit provides visa/immigration support to all F and J international students and their dependents as well as assists them in transitioning to a new culture and educational system at FAU and in the U.S. They provide a multitude of programs and services, including (but not limited) to the following: F and J visa compliance, reporting, and record maintenance, including guidance and information for students and the university regarding immigration regulations and updates pertaining to student visas; services for newly admitted international students, such as issuing visa documents (I-20 and DS-2019), pre-arrival information, mandatory immigration orientation and check-in and welcome events; services for continuing international students such as maintenance of valid immigration status, employment regulations while in F/J status, travel/re-entry/visa renewal procedures, as well as extension or change of status procedures; preparing letters required for driver's

license, or social security administration, providing general information about international student tax compliance, and serving as liaisons to government agencies as needed. ISS also provides support government sponsored students and manages foreign post-secondary transcript evaluations and degree validation information. Additionally, ISS offers a variety of programs aimed at supporting international student integration and cultural adjustment, such as welcome events, on-campus engagement opportunities, International Friends Program, Florida International Leadership Conference, global coffee hours, and more. For more information, visit the International Student Services website or email [iss@fau.edu](mailto:iss@fau.edu).

**International Enrollment Services:** This unit is responsible for facilitating the application, admission, onboarding, and enrollment of high-quality international students who are recruited via our Study Group partner. From application to enrollment, we work closely with Study Group and university partners to provide holistic support to students throughout the process. Additionally, IES participates in international recruitment strategies and supports international alumni engagement.

**Intensive English Institute:** Established in 1995 and housed in the Center for Global Engagement, Florida Atlantic University's Intensive English Institute provides high-quality English language instruction to international and domestic students seeking to pursue an academic degree, professional interest or personal goal. Students develop linguistic and cultural competence through a comprehensive and innovative curriculum delivered by dedicated faculty. In addition, the Intensive English Institute offers a prestigious Bridge program which provides conditional admission to FAU degree programs. IEI also delivers instruction for the SITA (Seminar for International Teaching Assistants) program and provides a variety of custom and individualized learning programs for FAU, the local community, and global partners. For more information, visit <https://www.fau.edu/intensive-english/> or email [iei@fau.edu](mailto:iei@fau.edu).

**Global Academic Services (GAS):** This office supports international scholars, visitors, and employees who join FAU for research, teaching, consulting, and other international activities. The department provides regulatory and programmatic guidance for international scholars on J-1 visas (scholar, professor, intern, and specialist categories) as part of the U.S. Department of State Exchange Visitor Program. The office also promotes the Fullbright Scholar Program that offers FAU faculty grants to lecture, conducts research, or participate in seminars around the world. Further, we ensure compliance with federal regulations regarding the employment of foreign nationals on sponsored visas (H-1B, O-1, TN) and employment-based green card requests. Lastly, GAS serves as a liaison between the hiring departments and FAU contracted immigration firm. Our web site provides an opportunity to gain more information on visa sponsorship process. For questions on any of the following topics, please reach out to [globalservices@fau.edu](mailto:globalservices@fau.edu).

### **The Office of First-Generation Student Success ([fau.edu/firstgen/](http://fau.edu/firstgen/))**

The Office of First-Generation Student Success creates a SAFE (Sense of Belonging. Academic. Financial. Engagement) and welcoming environment for incoming First-Generation students. Our goal is to provide immediate connectivity to campus resources and to foster a community of support by helping to remove all barriers that prevent a successful matriculation from orientation to graduation within 4 years or less.

## **Counseling and Psychological Services (CAPS) ([fau.edu/counseling](http://fau.edu/counseling))**

FAU's Counseling and Psychological Services helps students with a wide range of social, emotional, and academic concerns. FAU CAPS provides students with timely and effective mental health services that allow them to improve and maintain their mental well-being so that they can meet their educational, personal, and psychological goals. Call 561-297-CAPS to make an appointment to speak with a clinician. Crisis support is available by phone 24/7/365 which is accessed after-hours using the CAPS phone line and following the prompts. Confidential mental health services are provided to FAU students at no charge. All ethical standards by professional associations and state licensing boards are strictly followed.

## **Fraternity and Sorority Life ([fau.edu/fslife](http://fau.edu/fslife))**

Membership in a social fraternity or sorority is a great way to enhance your FAU experience. Collectively, fraternities and sororities constitute one of the largest student populations on campus. Fraternities and sororities are about lifelong friendships, scholarship, community service, leadership, and peer accountability. According to the North American Interfraternity Conference, "fraternity members are 20% more likely to graduate and first-to-second year retention rates among sorority members hit 93%". Many leaders of today, including those here at FAU, are members of fraternities or sororities. We're "more than letters, we're family", and we encourage you to explore opportunities to understand why membership makes our fraternity and sorority community so unique and beneficial.

## **Housing and Residential Education ([fau.edu/housing](http://fau.edu/housing))**

Housing and Residential Education creates safe and diverse living communities for students through quality residential facilities. We deliver impactful programs and services focused on academic success, critical thinking, career exploration, and social responsibility that provide and enhance skills for life-long learning.

## **Owls Care Health Promotion ([fau.edu/owlscare](http://fau.edu/owlscare))**

Owls Care Health Promotion (OCHP) empowers students to be healthy, responsible, and successful by providing wellness information, dynamic programs, and services on health-related issues such as stress management; healthy lifestyle; sexual health and well-being; substance safety; healthy relationships; and much more. These services enhance the health of our FAU community and increase opportunities for students' academic and personal success. Access to earplugs, eye masks, safer sex resources, and other self-care items available in the Schmidt Family Complex 158 A. As part of our commitment to your success, Owls Care provides the Fit First -Year for Student Success online series of trainings to help you with your transition to college. Areas that may present challenges revolve around alcohol, and your personal health and safety. Additionally, Financial literacy and career preparation are areas that require attention early on in your college career.

We offer these trainings to comply with the FAU, State of Florida, and Federal requirements. Not completing modules may result in your inability to register for classes for an upcoming semester.

OCHP hosts a student space for women and all striving to advance health and wellness, career preparedness, student success and are looking for a place to feel connected to the Florida Atlantic University community. The team works towards providing referrals to services and resources, and



educational and social programs. Access to menstrual products, lactation spaces, and related supplies are available here.

Website and programs at [linktr.ee/OCHPWellness](https://linktr.ee/OCHPWellness)

Follow us on Instagram [@FAUOWLSCARE](https://www.instagram.com/FAUOWLSCARE)

### **Student Accessibility Services ([fau.edu/sas](https://fau.edu/sas))**

Student Accessibility Services supports students with disabilities in their pursuit of equity and excellence in education. SAS works with FAU faculty and staff to ensure reasonable accommodations are provided to allow this population of students' equal opportunities to learn in the classroom setting and to have access to all areas of FAU campuses. SAS fosters student self-advocacy and the development of compensatory skills that support independent learning.

### **Student Government (SG) ([fau.edu/sg](https://fau.edu/sg))**

Student Government is the official voice and governing body of the student population at Florida Atlantic University. Modeled after the U.S. government structure, Florida Atlantic University's Student Government has three branches: executive, legislative, and judicial. SG serves as one of the largest on-campus opportunities for student leadership, legislative action, lobbying, and advocacy for the student experience at FAU. SG also offers a variety of services which include research travel funding, test prep program discounts, parking citation forgiveness program, textbook discounts, food insecurity vouchers, as well as access to free scantrons and blue books to students weekly.

### **Student Health Services ([fau.edu/shs](https://fau.edu/shs))**

Florida Atlantic University Student Health Services provides high quality healthcare, education, and public health services to a diverse community to enhance student learning and promote lifelong success. Our student-focused services offer a primary care solution to registered commuter and residential students at clinics located on the Boca Raton, Jupiter, and Davie campuses. We believe that a student's health and their ability to thrive academically are closely linked. It is the goal of our dedicated team of professionals to provide caring, personalized, and confidential medical, psychiatric, nutrition, and dental care (Boca Raton campus only) to help our students stay healthy, graduate on time, and establish lifelong health habits. Students who pay the FAU health fee are eligible for services and have access to our self-pay discounts. No payment is required at the time of service; any charges will be sent to your student account. Insurance is not required to use Student Health Services, but we are in network providers with a number of major insurances. Check our website for a complete list. Telehealth and in person visits are offered. Students can self-schedule appointments via the patient portal. Schedule an appointment today or stop in to visit your campus clinic.

### **Student Activities and Involvement ([fau.edu/involvement](https://fau.edu/involvement))**

The Student Activities and Involvement office strives to enhance the student experience through exceptional campus programs, the promotion of leadership development, and a commitment to building student leaders through experiential learning. The office of Student Activities and Involvement is responsible for the following areas: registration and oversight of over 400 registered student organizations; student government advising; homecoming, traditions, commuter student life, leadership civic engagement, and service-learning. For a complete listing of all active FAU Student Organizations, visit [fau.edu/getinvolved/](https://fau.edu/getinvolved/).

## **Student Media ([fau.edu/studentmedia](http://fau.edu/studentmedia))**

The Department of Student Media provides learning opportunities in media that promote student participation and enrichment through the practice of newspaper, television and radio journalism. Led by professional advisors, students involved in student media can acquire real world experience in a living, learning lab to complement what they learn in the classroom. In addition to building resumes, student media offers a wide range of paid positions that allow students to focus on their academics while also committing time to producing journalistic material and building portfolios. Student Media hosts a number of events throughout the year, such as fall and spring open houses, Constitution Week, and a guest speaker training series. Students also attend national college media conferences to present, compete and connect with media industry professionals. Students who participate in Student Media learn real-world skills in communication, production and others forms of media which they can later use to obtain an internship or job.

## **Student Union ([fau.edu/studentunion](http://fau.edu/studentunion))**

The Student Union is the community center for all members of the Florida Atlantic University campus including students, faculty, staff and visitors. Our facilities provide a central place for students and others to spend time learning, socializing and relaxing while coming to feel more closely connected to the campus.

The eSports Gaming Center (Boca Raton) provides a place a place where students can play on gaming computers, consoles, table tennis, billiards tables, and a variety of board games. We have updated our 2,400 seat Performing Arts center which includes a full-service Box Office.

As a new student, one of your first University experiences will be attending Orientation which is hosted in the Student Union. As a graduating student, your last University experience will be walking across the Performing Arts center stage at the Union for your graduation from FAU! The Student Union is an excellent campus center that contributes directly to the educational mission of Florida Atlantic University by providing encouragement and opportunities for participation in educational, cultural and recreational activities. Please stop by to see us on your next visit to campus.

## **First-Year Connections mentoring program ([fau.edu/mentoring](http://fau.edu/mentoring) ; [mentoring@fau.edu](mailto:mentoring@fau.edu))**

First-Year Connections is a university-wide mentoring program focused on helping first-year and transfer students make a successful transition to FAU's community, academic culture and our campus opportunities. We do that by leveraging the power of a personal connection to one of our talented mentors – undergraduate upper-division students, graduate students, faculty, staff, and university leaders who study, teach, research, and work here at FAU.

## **Military and Veterans Affairs ([fau.edu/vets](http://fau.edu/vets))**

The Military & Veterans Student Success Center serves as an advocate for military and veteran students, and eligible dependents. We provide resources and holistic support that enhances the academic, professional, and personal success of our students. In addition, we help streamline processes in order to ease the transition to college life.



## **New Student Transitions and Family Engagement ([fau.edu/newstudent](https://fau.edu/newstudent))**

New Student Transitions and Family Engagement at Florida Atlantic University provides personalized assistance to new students and their families from admission to graduation. Our Team works with the community to provide quality transitional experiences that maximize students' ability to achieve their dreams, goals and optimize their potential. Our department consists of the following offices: The Mentoring Project, New Student Orientation, Transfer Student Services, Family Engagement.

## **Women's Resource and Community Connection ([fau.edu/owlscare/women](https://fau.edu/owlscare/women))**

Women's Resource and Community Connection, a program of Owls Care, is a student space for women and all striving to advance health and wellness, career preparedness, student success and are looking for community at Florida Atlantic. WRCC staff works to provide referrals to services and resources, and educational and social programs. Access to menstrual products, lactation spaces, and related wellness supplies are available here. Website and programs at [linktr.ee/OCHPWellness](https://linktr.ee/OCHPWellness) Follow us on Instagram [@FAUOWLSCARE](https://www.instagram.com/FAUOWLSCARE)

## **Student Code of Conduct (Regulation 4.007) ([fau.edu/regulations/chapter4](https://fau.edu/regulations/chapter4))**

FAU's Student Code of Conduct promotes a safe and secure university community focused on civility, integrity, and personal responsibility. The code outlines procedures that provide fairness in the student conduct process and clarifies expectations related to student accountability. The code encourages the development of students as global citizens.

## **University Regulations, Procedures, and Policies**

All students enrolled in the University including all student residents, regardless of institutional or program affiliation, are expected to know and adhere to the regulations and policies of the University, as well as local, state and federal laws.

### **University Regulations ([fau.edu/regulations/](https://fau.edu/regulations/))**

Regulations are statements of general applicability to guide the conduct or action of University constituents or the public, adopted by the University Board of Trustees to implement its powers and duties.

### **University Policies ([fau.edu/policies/](https://fau.edu/policies/))**

Policies are statements of management philosophy or practice established by the University president to provide direction and assistance to the University community in the conduct of University business or activities.

## **Academic Policies and Procedures**

For information on academic policies, including degree requirements, undergraduate and graduate students are urged to consult the University Catalog at: [fau.edu/academic/registrar/FAUcatalog/academics.php](https://fau.edu/academic/registrar/FAUcatalog/academics.php).

## ACADEMIC INFORMATION

**Academic Calendar:**

[fau.edu/registrar/registration/calendar.php](http://fau.edu/registrar/registration/calendar.php)

**Admission Requirements and Enrollment Limitations, Regulation 2.001:**

[fau.edu/regulations/documents/chapter2/reg2-001-04252023.pdf](http://fau.edu/regulations/documents/chapter2/reg2-001-04252023.pdf)

**Code of Academic Integrity, Regulation 4.001:**

[fau.edu/regulations/documents/chapter4/reg4-001-6-7-22.pdf](http://fau.edu/regulations/documents/chapter4/reg4-001-6-7-22.pdf)

**Acquired Immune Deficiency Syndrome (AIDS) education:**

[fau.edu/owlscare/caring\\_for\\_self/hiv\\_testing.php](http://fau.edu/owlscare/caring_for_self/hiv_testing.php)

**Southern Association of Colleges and Schools Commission on Colleges (SACS),  
Regional Accrediting Body: [sacscoc.org](http://sacscoc.org)****Florida Board of Governors: [flbog.edu](http://flbog.edu)****Statewide Articulation Agreement:**

[www.fldoe.org/schools/higher-ed/fl-college-system/postsecondary-articulation.stml](http://www.fldoe.org/schools/higher-ed/fl-college-system/postsecondary-articulation.stml)

**Office of the Ombuds:**

[fau.edu/ombuds/](http://fau.edu/ombuds/)

