

## ACADEMIC SERVICES

### Academic Affairs

West Chester University's undergraduate programs include teaching certification programs, local certificate programs, and programs of study leading to the bachelor of arts, bachelor of fine arts, bachelor of music, bachelor of science, bachelor of science in education, bachelor of science in nursing, and bachelor of social work. A complete list of undergraduate degree programs are located on the Program Index (<http://catalog.wcupa.edu/general-information/index-course-prefix-guide/program-index/>) page. Programs of study at the graduate level are also available. These are listed on the Program Index (<http://catalog.wcupa.edu/general-information/index-course-prefix-guide/program-index/>) page and are described in detail in the Graduate Catalog (<http://catalog.wcupa.edu/graduate/>).

### Academic Advising

West Chester University embraces the concept that effective academic advising is a collaborative teaching and learning process between the student and the faculty advisor. The University believes that effective advising should assist students in achieving their academic, professional, and personal goals. The University community – students, faculty, and staff – shares the responsibility for student success. Faculty advisors will strive to provide accurate, timely, and current information, thus establishing the framework around which students will construct their academic program of study. Students, in turn, must take responsibility for their educational and career goals by assuming an active role in working towards their degree and being aware of and understanding policies and requirements necessary for graduation. The University is responsible for providing a supportive environment where students can receive high quality academic advising and also be referred to other campus resources that will provide opportunities and assistance to help students succeed.

In order to maintain progress towards their goals, all students must meet with their advisors at least once per semester, as well as consult with department and university documents such as advising sheets and Degree Progress Reports. Students can find additional advising support information on the university's advising website (<http://wcupa.edu/academicsAdvising/>).

Advisor assignments are made by the academic department of the student's program of study. Students who are admitted to the University as "undeclared" are assigned an advisor through Exploratory Studies (222 Lawrence Center, 610-436-3505). Students may find the name of their academic advisor on their myWCU portal page (<http://my.wcupa.edu/>).

Students who choose to pursue an academic minor will also be assigned an advisor in the minor. The minor advisor will assist the student in understanding the requirements of that particular program.

### Learning Assistance and Resource Center

The Learning Assistance and Resource Center (LARC) provides academic support services to help students become independent, active learners who achieve academic success. The LARC offers tutoring services in most 100- and 200-level general education courses, such as mathematics, natural sciences, social sciences, languages, and introductory business. Supplemental Instruction (SI) tutoring is also available for high-risk courses. Interested students register on a first-come, first-served basis and are assigned tutors depending on availability. Additionally, the LARC offers success coaching that guides students toward academic and personal success at WCU. Success coaches meet one-on-one with students and facilitate Academic Success Workshops (ASW's) that offer skill-building in the areas of time management, test preparation, note taking, self care, and more. The LARC website, [www.wcupa.edu/larc](http://www.wcupa.edu/larc) (<http://www.wcupa.edu/larc/>), includes information on available services, a list of courses being tutored, and links to helpful resources. Additional services, such as

online tutoring through Smarthinking and the Student Alert Program are also available. Information regarding these programs can be found on the LARC website.

The LARC provides opportunities for paid practical experience for undergraduate and graduate students and requires participation in a comprehensive training program for new tutors and success coaches, including seminars, workshops, online training, individualized projects, and peer observation. Opportunities for practicums or internships are available. Tutors employed by the LARC acquire the knowledge and experience necessary to meet the requirements for certification by the College Reading and Learning Association. The LARC is open Monday - Thursday from 8 a.m. to 9 p.m., Friday from 8 a.m. to 4 p.m., and Sunday from 6 p.m. to 9 p.m. For more information call 610-436-2535, e-mail [larc@wcupa.edu](mailto:larc@wcupa.edu), see the website at [www.wcupa.edu/larc](http://www.wcupa.edu/larc) (<http://www.wcupa.edu/larc/>), or visit 224 Lawrence Center.

### Veterans Affairs

Under the provisions of Title 38, West Chester University is an accredited university for the education of veterans. The University cooperates with the Veterans Administration to see that honorably separated or discharged veterans receive every consideration consistent with either degree or non-degree admission standards.

All veterans, certain dependents of disabled or deceased veterans, and war orphans who wish to obtain educational benefits under the appropriate public laws must register with the Veterans Affairs Office at initial registration. During registration, veterans will be required to provide a current copy of their Certificate of Eligibility or Statement of Benefits (Post 9-11/Chapter 33 recipients). Veterans using Veteran Readiness and Employment (Chapter 31) benefits will be issued an Authorization (previously called VA Form 1905) by their Veteran Readiness and Employment Counselors. Additionally, veterans will be required to submit a WCU Request for Certification 30 days prior to the start of each semester for which they plan to use their entitlement. The Veterans Administration requires undergraduate students who are veterans to schedule at least 12 credit hours per semester in order to receive full benefits under the GI Bill® and graduate students who are veterans to schedule at least 9 credit hours per semester in order to receive full benefits under the GI Bill®.

West Chester University participates in the Yellow Ribbon Program under the Post 9/11 GI Bill®. The Post 9/11 GI Bill® pays up to the in-state tuition and fees for all students in the program, depending on their qualifying benefit level. For out-of-state students at the 100% benefit level, the University will contribute (and the VA will match) funds to make up the difference between in-state and out-of-state tuition and fees.

West Chester University is compliant with the recent passage of PA Act 11 and HB131 (<http://www.legis.state.pa.us/cfdocs/legis/li/uconsCheck.cfm?yr=2015&sessInd=0&act=11>) (referred to as the Veterans Access, Choice, and Accountability Act of 2014).

In accordance with Act 46 of 2014, West Chester University offers Priority Registration for Veterans. For guidelines regarding priority scheduling please visit the Registrar's website (<http://www.wcupa.edu/registrar/military.aspx>).

The Greg R. and Sandra L. Weisenstein Veterans Center (<http://www.wcupa.edu/veteranscenter/>) is located at 624 South High Street. The Veterans Center serves as a resource for veterans, service members, and spouses/dependents to aid with their transition to college. Services include but are not limited to Student Veteran Group (SVG) meeting headquarters, a student veteran lounge, and computer area. Additionally, the Veterans Center provides office space for two School Certifying Officials, and an Administrative Assistant who facilitate the use of VA educational benefits and provide general VA information.

For information about the Department of Veteran Affairs (VA) benefits programs, assistance in completing the application for benefits, or

to submit requests for enrollment certification, contact the Veterans Center (<http://www.wcupa.edu/veteranscenter/>) at 610-436-5866 or e-mail [veteranscenter@wcupa.edu](mailto:veteranscenter@wcupa.edu).

### Veterans' Residency

West Chester University adheres to the guidelines set forth by the PA Act 11 and HB131 in order to demonstrate compliance with the Veterans Access, Choice, and Accountability Act of 2014.

According to WCU policy, your residency status may require you to supply extra documentation to ensure you receive the proper, in-state tuition benefits. Please visit the Registrar's residency section (<http://wcupa.edu/registrar/residencyMilitary.aspx>) for further information regarding military personnel.

\* The GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at [www.benefits.va.gov/gibill/](http://www.benefits.va.gov/gibill/) (<http://www.benefits.va.gov/gibill/>).

### Scholarly Publications

*College Literature: A Journal of Critical Literary Studies* is dedicated to publishing original and innovative scholarly research across the various periods, intellectual fields, and geographical locations that comprise the changing discipline of Anglophone and comparative literary studies. Graham MacPhee of the Department of English serves as editor.

### Aralia Press

This nationally renowned literary fine press, located in the Francis Harvey Green Library, West Chester University, gives students hands-on experience in the publishing field through traditional book production. For questions regarding materials printed by the Aralia Press, contact the Library Special Collections Department, e-mail [libspeccol@wcupa.edu](mailto:libspeccol@wcupa.edu) or call 610-436-3456.

### Lawrence A. Dowdy Multicultural Center

The Dowdy Multicultural Center ([https://www.wcupa.edu/\\_services/multicultural/](https://www.wcupa.edu/_services/multicultural/)) (DMC) promotes holistic success and development of Students of Color through collaborative co-curricular experiences that promote multicultural awareness, create a sense of belonging, affirm racial and cultural identity, and empower all students to challenge systems of oppression. In addition, the center collaborates with other offices, organizations, and departments to improve awareness of and appreciation for racial and cultural diversity for the University community.

The Dowdy Multicultural Center was dedicated on October 21, 2016 in honor of Lawrence A. Dowdy for his years of devoted service to West Chester University. The values of the DMC are advocacy, community, empowerment, identity development, social justice, transformative education, and civic engagement.

The center is located in Room 003 on the ground floor in Sykes Student Union and can be reached at 610-436-3273 or by email at [multicultural@wcupa.edu](mailto:multicultural@wcupa.edu).

### Assessment

The University takes seriously its commitment to excellence and student success, and therefore academic programs and student services regularly engage in assessment of student learning, student preparedness for employment, and student perceptions and satisfaction. All students are expected to participate in assessment of programs when requested in order to provide valuable feedback to the University community.

The full University policy regarding the assessment of student learning outcomes within programs at West Chester University are available on the web pages of the WCU Teaching, Learning, and Assessment Center (<http://www.wcupa.edu/TLAC> ([http://www.wcupa.edu/](http://www.wcupa.edu/TLAC)

TLAC/)) as well as the home page of the vice provost (<https://www.wcupa.edu/policies/default.aspx>).