



**THE GRADUATE AND
NONTRADITIONAL
STUDENT HANDBOOK**

2020-2021

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ADELPHI UNIVERSITY

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The information in the *Graduate and Nontraditional Student Handbook* was prepared as of September 2020. The University reserves the right to make changes in its regulations and procedures as educational considerations require.

INTRODUCTION

Welcome to Adelphi University

The *Graduate and Nontraditional Student Handbook* gives you a quick look at Adelphi's personal touch and the resources, programs and opportunities available to you. You'll also find information about academics, student services, campus involvement and community resources. Additional information about University services and policies is on our website. Please refer to the online guide and use its contents for your journey at Adelphi.

Why Adelphi?

- Adelphi has a history of more than 120 years of academic excellence. Visit [about.adelphi.edu/history](https://www.adelphi.edu/history) to find out more about how we got where we are today.
- Our University offers 65-plus innovative advanced degree and certificate programs.
- We have facilities and support services to help ensure your academic success.
- We offer chances to develop inside and outside the classroom through campus involvement, leadership skill building, internships, career counseling and more.
- Nontraditional students who are starting or continuing their college degree have all the academic and support services available through the College of Professional and Continuing Studies. For information, contact **516.877.3412** or cpcs@adelphi.edu.

And we're happy to have you here with us.

Welcome, proud Panther!

We recognize the 2020–2021 academic year is one of continual change. Something that hasn't changed, however, is our commitment to our students and our ability to serve you. For the most updated information during these changing times, visit [adelphi.edu/restart](https://www.adelphi.edu/restart) or click Campus Restart on the top right of the Adelphi University website.

UNIVERSITY POLICIES AND GUIDELINES

All students are expected to understand and abide by all University policies. Please consult [operations.adelphi.edu/policies](https://www.adelphi.edu/policies) for the full content of the following policies, as well as other University guidelines and policies that apply to the campus community:

Academic Honesty

Anti-Discrimination, Harassment (Including Sexual Misconduct, Dating Violence, Domestic Violence, Stalking) and Retaliation Policy

Code of Conduct

Code of Ethics

Compliance Statement

Dangerous Weapons (*Code of Conduct*, page 5)

Demonstration Policy for Students

Distance Learning Policy

Exam/Assignment Absence Policy

Fire Safety

Hate Crimes

Hazing Policy

Illicit Drugs and Alcohol

Libraries Conduct Policy

Preferred Name Policy

Privacy and Release of Student Education Record (FERPA)

Protocol for Student Complaints Concerning the Actions of Members of Faculty

Residence Hall Agreement

Restroom Use Guidelines

Safety Policies

Smoking Policy

Social Media Guidelines

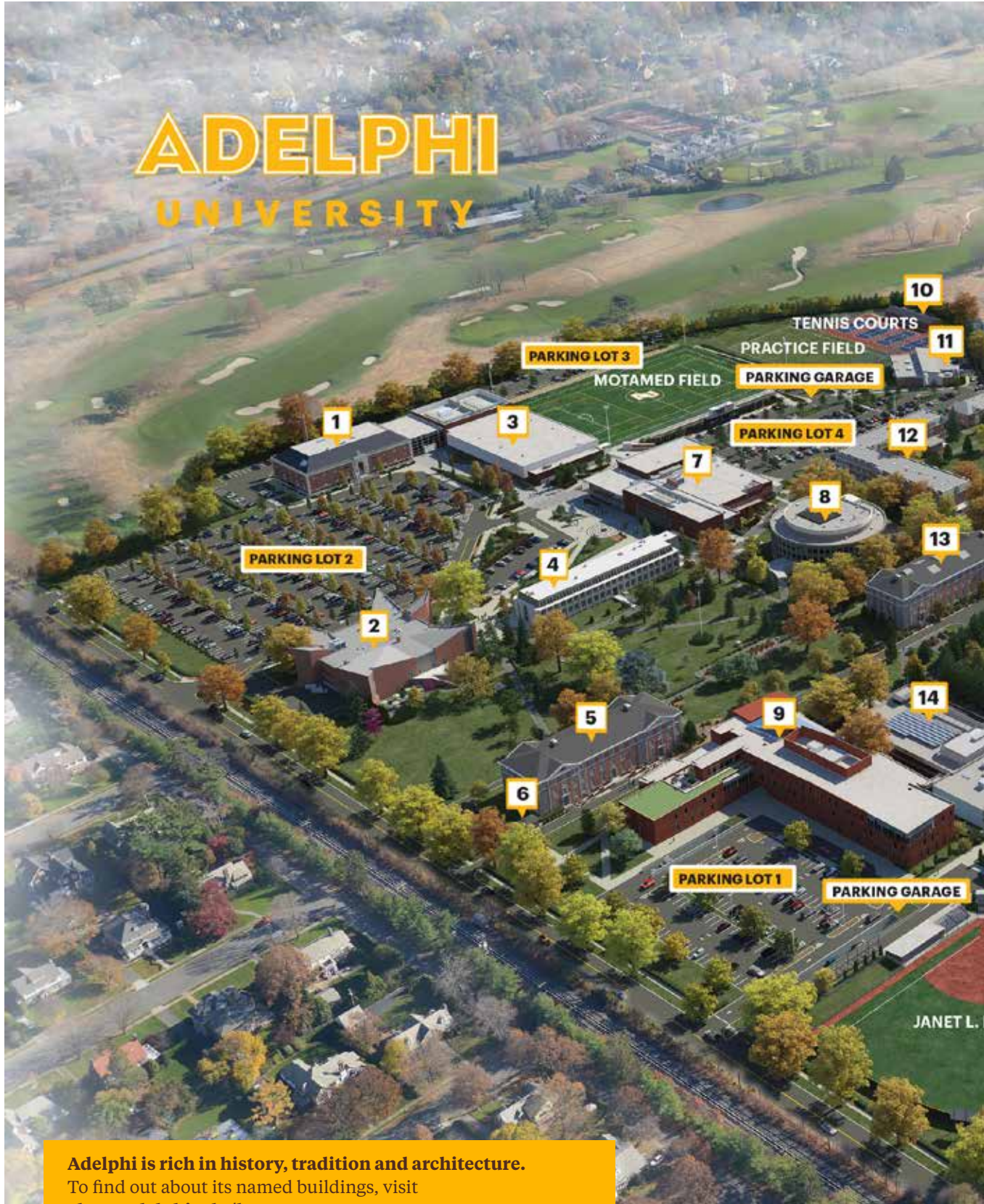
Speakers Policy for Students

Student Access Office (SAO) Policies

Student Disclosure

Study Abroad Policies

Technology Policies



Adelphi is rich in history, tradition and architecture.
To find out about its named buildings, visit about.adelphi.edu/honorees.



DIRECTORY OF SERVICES CAMPUS LOCATIONS AND PHONE EXTENSIONS (CAMPUS NUMBERS ARE 516.877.EXT.)*

During the 2020–2021 academic year, while fully operational, some offices may be operating in a remote or hybrid capacity. Please contact the offices listed below via phone or email before visiting them in person. Many offices have virtual opportunities for you to connect with them.

Academic Advising, Probation, Regulations and Support/Office of Academic Services and Retention	Nexus Building, Room 145	3150
Accounting	Hagedorn Hall of Enterprise, Room 121	4600
Admissions, Office of University	Nexus Building, Room 100	3050
Advancement, Office of University	Nexus Building, 2nd Floor	3250
African, Black and Caribbean Studies Program	Alumnae Hall, Room 111	4980
Alumni Relations	Nexus Building, Room 200	3470
Anthropology	Alumnae Hall, Room 218	4110
Art and Art History	Blodgett Hall, Room 302	4460
Art Education	Blodgett Hall, Room 302	4460
Art Galleries	Adele and Herbert J. Klapper University Center Facilities and Fine Arts Building (FAF) Gallery Performing Arts Center Gallery Swirbul Library Gallery	3126
Arts and Sciences, College of	Science Building, Room 127	4120
Athletics Department	Center for Recreation and Sports	4240
ATM	Nexus Building, 1st Floor Post Hall, 1st Floor	
Biology	Science Building, Room 103	4200
Bookstore, Textbooks and Supplies	Center for Recreation and Sports, Atrium	3900
Bridges to Adelphi Program	Earle Hall, Lower Level	4181
Business, Robert B. Willumstad School of	Hagedorn Hall of Enterprise, Room 121	4600
Campus Recreation	Woodruff Hall, 2nd Floor	4242
Car Registration/Department of Public Safety and Transportation	Levermore Hall, Room 113	3500
Career and Professional Development, Center for	Nexus Building, Room 225	3130
Change of Address, Name, Telephone Number, Major/Office of the University Registrar	Levermore Hall, Lower Level	3300
Chemistry	Science Building, Room 201	4130
Class Officers, Center for Student Involvement	Earle Hall, Lower Level, Room 003	3603
Club Information, Meeting Notices/ Center for Student Involvement	Earle Hall, Lower Level, Room 003	3603
College of Professional and Continuing Studies (CPCS)	Levermore Hall, Room 303	3400
College Work-Study Program/ Student Financial Services	Levermore Hall, Lower Level	3080
Communication Sciences and Disorders	Hy Weinberg Center, Room 003	4770
Communications (Arts and Sciences)	Blodgett Hall, Room 113	4905
Commuter Student Services/ Center for Student Involvement	Earle Hall, Lower Level, Room 003	3603
Criminal Justice	Blodgett Hall, Room 102	4110

Dance	Performing Arts Center, Room 149	4250
<i>Delphian, The</i> (student newspaper)	Earle Hall, Lower Level, Room 005	6935
Derner School of Psychology, Gordon F.	Hy Weinberg Center, Room 302	4800
Dining Services	Temporary office behind Panther Den	3950
Diversity, Equity and Inclusion, Office of	Nexus Building, Room 309	3457
Drop/Add Courses, Office of the University Registrar	Levermore Hall, Lower Level	3300
Economics	Hagedorn Hall of Enterprise, Room 121	4600
Education and Health Sciences, College of	Harvey Hall, Room 130	4100
Education, Ruth S. Ammon School of	Harvey Hall, Room 130	4100
English	Harvey Hall, Room 216	4020
Environmental Studies	Science Building, Room 201	4170
Exceptions to Academic Regulations/ Office of Academic Services and Retention	Nexus Building, Room 145	3150
Finance	Hagedorn Hall of Enterprise, Room 121	4600
Financial Services, Office of Student	Levermore Hall, Lower Level	3080
Fraternities/ Center for Student Involvement	Earle Hall, Lower Level, Room 003	3603
Gender Studies	Blodgett Hall, Room 202	4595
General Studies Learning Community	Post Annex, Room 400	3440
Grants-in-Aid/Student Financial Services	Levermore Hall, Lower Level	3080
Health Services Center	Waldo Hall	6000
Health and Sport Sciences, Department of	Woodruff Hall, Room 184	4260
History	Blodgett Hall, Room 200	4790
Honors College	Earle Hall, Room 100	3800
ID Cards/Department of Public Safety and Transportation	Levermore Hall, Room 113	3500
Information Technology (Help Desk)	Swirbul Library, 2nd Floor	3340
Insurance/Health Services Center	Waldo Hall	6000
Interfaith Center	Earle Hall, Lower Level	3113
Catholic Chaplain		3116
Jewish Chaplain		3115
Muslim Chaplain		3112
Protestant Chaplain		3114
Interfaith Chapel	Earle Hall, Lower Level	3113
International Education (Study Abroad), Center for	Nexus Building, Room 145	3487
International Student Services	Post Hall, Room 203	4990
Languages, Literatures and Cultures	Alumnae Hall, Room 109	4050
Learning Center	Nexus Building, Suite 132	3200
Learning Resource Program	Chapman Hall, Lower Level, Room 007	4710
Leave of Absence, Letters of Recommendation, Good Standing/Office of Academic Services and Retention	Nexus Building, Room 145	3150
Levermore Global Scholars Program	Alumnae Hall, Room 108	4183

Library Hours	libraries.adelphi.edu	3572
Lockers	aux.adelphi.edu	4299
Lost and Found (Public Safety)	Levermore Hall, Suite 113	3500
Mail Room for Resident Students	Post Hall, Room 105	6180
Major, Declaration/Change/Office of the University Registrar	Levermore Hall, Lower Level	3300
Management	Hagedorn Hall of Enterprise, Room 121	4600
Marketing	Hagedorn Hall of Enterprise, Room 121	4600
Mathematics and Computer Science	Science Building, Room 413	4480
Meal Card/University Dining Services	Temporary office behind Panther Den	3950
Mentoring Program	Nexus Building, Room 309	3182
Multicultural Affairs/Center for Student Involvement	Earle Hall, Lower Level, Room 003	3602
Music	Performing Arts Center, Room 207	4290
Nursing and Public Health, College of	Nexus Building, 3rd Floor, West Suite	4510
<i>Oracle</i> (yearbook)	Earle Hall, Lower Level	3603
Parking Permits and Decals, Parking Tickets/ Department of Public Safety and Transportation	Levermore Hall, Room 113	3500
Pass/Fail Option/Office of the University Registrar	Levermore Hall, Lower Level	3300
Permission for Courses at Another University (forms available at Office of the University Registrar)	Respective deans' offices	
Philosophy	Alumnae Hall, Room 111	4580
Physical Education	Woodruff Hall, Room 184	4260
Physics	Blodgett Hall, Room 8	4880
Political Science	Blodgett Hall, Room 202	4590
Pre-College Programs	Nexus Building, Room 104	3410
Pre-Professional Advising and Fellowships, Office of	Nexus Building, Room 145	3140
President's Office	Levermore Hall, Room 100	3700
Provost	Levermore Hall, Room 101	3160
Psychology	Blodgett Hall, Room 212	4750
Public Safety and Transportation, Department of	Levermore Hall, Suite 113	3500
Readmission/Office of Academic Services	Nexus Building, Room 145	3150
Registrar, Office of the University	Levermore Hall, Lower Level	3300
Residential Life and Housing, Office of	Earle Hall, Room 100	3650
Resident Student Association	Earle Hall, Room 100	3650
Room Reservations/Reservations Coordinator	Swirbul Library, 2nd Floor	3604
Schedule Change/Office of the University Registrar	Levermore Hall, Lower Level	3300
Scholarships/Office of Student Financial Services	Levermore Hall, Lower Level	3080
School Closing Information (Garden City campus)**		6870
Social Fellowships/Center for Student Involvement	Earle Hall, Lower Level, Room 003	3603
Social Work, School of	Social Work Building, Room 201	4300
Sociology	Blodgett Hall, Room 102	4943

Sororities/Center for Student Involvement	Earle Hall, Lower Level, Room 003	3603
Speech and Hearing Center	Hy Weinberg Center, Room 211	4850
Sports Information	Center for Recreation and Sports	4293
Student Access Office	Post Hall, Room 107	3806
Student Accounts Office	Levermore Hall, Lower Level	3080
Student Activities Board	Earle Hall, Lower Level, Room 003	6939
Student Affairs	Nexus Building, 3rd Floor, East Suite	3660
Student Conduct and Community Standards	Levermore Hall, Lower Level, Room 014	3612
Student Counseling Center	Nexus Building, Suite 132	3646
Student Financial Services, Office of	Levermore Hall, Lower Level	3080
Student Government Association	Earle Hall, Lower Level, Room 003	6934
Student Involvement, Center for	Earle Hall, Lower Level	3603
Student Loans/Office of Student Financial Services	Levermore Hall, Lower Level	3080
Study Abroad (Center for International Education)	Nexus Building, Room 145	3487
Teacher Certification/School of Education	Harvey Hall, Rooms 117 and 118	4100
Telephone Services	Swirbul Library Help Desk, 2nd Floor	3000
Theatre	Performing Arts Center, Room 251	4010
Transcripts/Office of the University Registrar	Levermore Hall, Lower Level	3300
Tutoring/Learning Center	Nexus Building, Suite 132	3200
University Center Operations	Residence Hall A, Lower Level	3611
Veteran Resource Center/College of Professional and Continuing Studies	Levermore Hall, Room 303	3411
Withdrawal, Course/Office of the University Registrar	Levermore Hall, Lower Level	3300
Withdrawal, University/Office of Academic Services and Retention	Nexus Building, Room 145	3150
Writing Center	Nexus Building, Suite 132	3200

Important: University Center renovations began May 2019. For updates on offices and departments relocated during the renovations, visit uc-renovation.adelphi.edu.

***Note on making telephone calls:** When making calls on campus, dial only the extension (for example: 3600); off campus, simply add the 877 prefix (for example: 877.3600). Area code: 516.

****Visit about.adelphi.edu/closing** for other campus closing information.

ADELPHI UNIVERSITY GUIDE TO IMPORTANT DATES 2020–2021

For the Academic Calendar, visit adelphi.edu/calendar. The following are nonacademic dates that are important to students.

August 2020

New resident student Move-In Day

Each student will be notified by email of assigned move-in date.

August 31

Fall 2020—First day of classes

October 1

Student health insurance waiver deadline

Fall 2020 semester (if covered by another plan with equal coverage)

October 23–October 25

Spirit Weekend

March 1

Student health insurance waiver deadline

Spring 2021 semester (if covered by another plan with equal coverage)

For Spring 2021 semester dates, visit adelphi.edu/calendar.

ACADEMICS

GRADUATE STUDENTS

Students registered in graduate programs, including degree and certificate courses, are provided academic advisement by their respective department. Students can find out the name of their assigned adviser on CLASS; open the My Adviser link. To get the contact information for your adviser, consult the University directory at adelphi.edu/directory.

NONTRADITIONAL STUDENTS

Enrolled through the College of Continuing Professional Studies, nontraditional students are assigned an academic adviser who continues throughout their degree-seeking experience. For the name of the adviser, visit cpcs.adelphi.edu or view on CLASS under the My Adviser link.

For information, contact **516.877.3412** or cpcs@adelphi.edu.

ACADEMIC SERVICES AND RETENTION

Nexus Building, Room 145

academic-services.adelphi.edu | Campus ext. 3150

Email: oasr@adelphi.edu

Hours: Monday–Thursday, 8:00 a.m.–5:00 p.m.; Friday, 8:00 a.m.–4:30 p.m.

Summer, winter break and when classes are not in session, 8:00 a.m.–4:30 p.m.

The staff at the Office of Academic Services and Retention, although not usually the assigned adviser for graduate and nontraditional students enrolled in CPCS, are ready to guide you in other academic concerns. OASR encourages all students to take responsibility for your academic choices and decisions as the best way to prepare for careers, citizenship and your future. If you need the assistance of OASR staff, contact:

academic-services.adelphi.edu, email oasr@adelphi.edu or call **516.877.3150**.

All graduate and nontraditional students are encouraged to take advantage of all academic resources available, including the Learning and Writing Centers, as well as the services provided by the Office of the Registrar and the University Libraries.

LEARNING AND WRITING CENTERS

Nexus Building, Suite 132

learning.adelphi.edu, writing.adelphi.edu | Campus ext. 3200

Email: learningcenter@adelphi.edu, writingcenter@adelphi.edu

The Learning and Writing Centers offer a range of programs and services to help students see themselves as learners and scholars, to support their classwork and writing, and to engage them in ideas beyond the curriculum.

Hours vary by semester and location. Appointments can be made using our online scheduling system, Tutoring-Learning and Writing Centers, in your services tab on eCampus. Use the drop-down menus to access in-person and online, real-time, and asynchronous appointments:

- Area-specific **tutoring** both in person and online
- Small group-**guided study sessions** in a variety of content areas
- Workshops focused on **coaching** the skills fundamental to student success
- **Other resources** tied to specific programs and majors

For information about these resources, visit learning.adelphi.edu.

LIBRARIES

libraries.adelphi.edu | Campus ext. 3570

Swirbul Library/Information Commons

For additional library information and hours, call **516.877.3572**. For the Information Technology Help Desk and Information Commons, call **516.877.3340**.

The University Libraries are composed of Swirbul Library, the Archives and Special Collections, and the libraries at the Manhattan, Hauppauge and Hudson Valley centers. The libraries offer facilities, resources and services in support of the instructional, research, cultural and student life programs of the University. They are dedicated to providing information and instruction as a central and integral part of the total educational experience of every student.

The libraries provide state-of-the-art information systems and services which include e-books, streaming content, electronic full-text journals and document delivery services. The Adelphi Libraries' OneSearch system provides online access to the libraries' holdings. Library faculty are available to provide instruction in the use of the libraries and their resources.

Services

Swirbul Library houses Research and Instruction Services (librarians are available for group or individual consultation in person, via chat, email or text), User Services (circulation and reserve, periodicals, Interlibrary Borrowing and document services), a curriculum materials center, classrooms, computer laboratories, the Information Commons, and the 3D Studio.

Collections are also maintained in the libraries at the Manhattan, Hauppauge and Hudson Valley centers in support of the academic programs offered at those sites.

University Archives and Special Collections (UASC) is a department of University Libraries and is located in Residence Hall A, adjacent to Swirbul Library. The University Archives collects, holds, preserves and makes accessible the historical records of Adelphi University, documenting the history of the University, its students, faculty and administration, and houses and provides access to Adelphi University's rare books, manuscripts and other unique, rare and primary source materials, covering a wide variety of subjects and historical periods. Among the notable special collections at Adelphi are those on the English radical political journalist William Cobbett, the satirist and reformer William Hone, the pioneering dancer and choreographer Ruth St. Denis and former New York Lieutenant Governor Timothy Woodruff. Areas of particular strength include the Spanish Civil War, Panama Canal history, the American antislavery movement, children's illustrated books, and the social, political and cultural history of Long Island. Among recently added collections are the papers of American writer Alice Hoffman '73, '02 (Hon.), the Horace Hagedorn Papers and the papers of former New York Congresswoman Carolyn McCarthy.

Quiet Study Areas

Quiet study areas are located throughout the library. The Aimee Ornstein Lounge is located on the first floor as a designated quiet room. Study carrels are located throughout the stack levels and provide quiet areas for individual study.

University Library Borrowing Privileges

Information on loan periods, renewals, recalls and holds can be found on our website, libraries.adelphi.edu.

Interlibrary Borrowing: If you are unable to find the journal article or book you need in Adelphi Libraries, or if the item is not owned by the University, you can request that we borrow a copy from another library for you, if available. Look for the Interlibrary Borrowing link on our website. If you need assistance, please contact your subject librarian.

3D Studio

The 3D Studio is located in Swirbul Library. For information, see the Information Technology section, page 22, or visit it.adelphi.edu/3d.

REGISTRAR

Levermore Hall, Lower Level
adelphi.edu/registrar | Campus ext. 3300
Email: registrar@adelphi.edu
Hours:

Monday–Thursday **8:30 a.m.–6:00 p.m. (when fall and spring courses are in session)**

Friday **8:30 a.m.–4:30 p.m. (when fall and spring courses are in session)**
9:00 a.m.–4:30 p.m. (when courses are not in session)

The Office of the University Registrar offers a variety of services to students related to registration and education records. Students can register for courses and change their schedules, request copies of transcripts, and make changes to their education records, such as changing majors or updating their name or address. During their final semester at Adelphi, students apply for graduation at the Office of the University Registrar. Services are also available online at registrar.adelphi.edu.

ACADEMIC SUPPORT PROGRAM

ADELPHI UNIVERSITY MENTORING PROGRAM

Nexus Building, Room 309
adelphi.edu/mentoring | Campus ext. 3182

The Adelphi University Mentoring Program, a student-centered model, promotes unwavering support of student success and persistence toward graduation, with an emphasis on leadership, goal setting, financial literacy, character- and life-building skills, and healthy relationships, with a holistic and empowerment approach. With the guidance of trained and skilled mentors who are well equipped to help mentees successfully navigate their college career, student retention and, ultimately, graduation are a principal focus.

Mentoring Program participants are poised to reach their highest potential through academic, social and professional development with the guidance of a mentor. There is no GPA requirement and students qualify by being a current/active (fully registered and taking classes) undergraduate student. On a case-by-case basis, and based on mentor availability, graduate students may participate as mentees. For next steps, which include an application and orientation/training, call **516.877.3182**.

BRIDGES TO ADELPHI

Earle Hall, Lower Level
bridges.adelphi.edu | Campus ext. 4181
Email: bridges@adelphi.edu

The Bridges to Adelphi program offers comprehensive, individualized academic, social and vocational support services that are designed to help neurodiverse Adelphi students who may have diagnoses such as autism spectrum disorder, nonverbal learning disability, or problems with executive functioning or socialization.

Bridges to Adelphi, which is a fee-based program, offers help and support to students as they transition from high school to college, and then from college and beyond, by utilizing a variety of services designed to maximize areas of strength and creativity, while acknowledging an appreciation for each student's unique view of the world.

Adelphi University prides itself on its diversity and inclusivity, and the Bridges to Adelphi program promotes awareness, appreciation and acceptance on campus through training and collaborations with University clubs and organizations, faculty, staff, and students, and in the community through educational, social and vocational collaborations. Bridges to Adelphi also offers opportunities to Adelphi undergraduate and graduate students to get involved in our program through volunteering, internships and graduate assistantships that provide support services to these neurodiverse Adelphi students.

PRE-PROFESSIONAL ADVISING AND FELLOWSHIPS

Nexus Building, Room 145

adelphi.edu/academics/prepare | Campus ext. 3140

The Office of Pre-Professional Advising and Fellowships is dedicated to helping qualified students maximize their opportunities for entry into professional schools. Advisers provide support for students and alumni preparing for careers in dentistry, engineering, law, medicine, optometry, physical or occupational therapy, podiatry, and veterinary medicine. The office will facilitate the pursuit of nationally prestigious scholarships with Adelphi students and will work in conjunction with faculty advisers and assist students in becoming candidates for national fellowships and scholarships.

For information about health and legal careers, various joint degree programs, and national fellowships and scholarships, students should visit the Office of Pre-Professional Advising and Fellowships.

STUDY ABROAD (CENTER FOR INTERNATIONAL EDUCATION)

Center for International Education

Nexus Building, Room 145

study-abroad.adelphi.edu | 516.877.3487

Email: cie@adelphi.edu

Hours: Monday–Friday, 8:30 a.m.–4:30 p.m.

Individual appointments are available.

The Center for International Education (CIE) assists students in finding a study abroad opportunity that fits their academic and personal needs. Study abroad opportunities are available during the semester, summer, January Intersession and spring break around the world. Adelphi also offers short-term study abroad programs led by Adelphi faculty. For program descriptions and destinations, visit **study-abroad.adelphi.edu**.

CAMPUS INVOLVEMENT

ARTS AND EVENTS

Art Exhibits

art-galleries.adelphi.edu

The mission of the Adelphi University Exhibitions Program is to bring thought-provoking and educational exhibitions including the work of students, faculty, guest artists and the University art collection. With every museum-quality installation, the galleries stimulate critical thinking and provide avenues of cultural enrichment for students, staff and visitors. The galleries are located throughout the Adelphi campus. For gallery locations, times and exhibitions, visit **art-galleries.adelphi.edu**.

Distinguished Lecture Series

events.adelphi.edu/lectures

The University brings to campus world-renowned and fascinating speakers from around the globe and across the nation. Poets, philosophers and political pundits share their experience and insights to enhance the student academic experience and enlighten the community on national and international issues. Most lectures are free of charge and open to the public.

Dance

dance.adelphi.edu

Adelphi University's dance program, founded by Ruth St. Denis in 1938, was the first dance department in an American university.

Movie Options and Off-Campus Events

adelphi.edu/panthertainment | Campus ext. 3603

Purchase reduced-rate movie tickets for local cinemas at the Center for Student Involvement (CSI), located in Earle Hall, Lower Level, Room 003. Tickets for shows and various events can be purchased online at **adelphi.universitytickets.com** and picked up in CSI.

Attend Broadway shows at reduced group ticket prices for trips to New York City sponsored by the Student Activities Board (SAB), the Student Government Association (SGA) and the Commuter Student Organization (CSO).

CSI provides students the opportunity to view new releases during each semester, at no cost.

Music

music.adelphi.edu | Campus ext. 4290

The Department of Music at Adelphi University is firmly committed to the teaching of excellence in all areas of the art of music and music education. In addition to concerts featuring superb guest artists, the Department of Music offers you the opportunity to join a music ensemble. Students in ensemble courses receive Arts Distribution credit.

Ensembles are open to all students regardless of major. A list of music offerings with course numbers follow:

Adelphi Chorale (0197-142, 143)	Classical Guitar Ensemble (0197-273)
Adelphi Concert Band (0197-160)	Flute Ensemble (0197-270)
Adelphi Jazz Ensemble (0197-272)	Improvisation Ensemble (0197-280)
Adelphi Symphony Orchestra (0197-140, 141)	Opera Workshop (0197-399)
Adelphi Vocal Ensemble (0197-281)	Percussion Ensemble (0197-274)
Chamber Music Ensemble (0197-294)	World Music Ensemble (0197-255)

An audition or consultation with the ensemble director is required in the beginning of the semester for new students.

Performing Arts

Tickets and production information:

aupac.adelphi.edu | Lucia and Steven N. Fischer Box Office: Campus ext. 4000

Experience the performing arts (often at a nominal charge)—including concerts, dance performances and dance workshops, film screenings, cabarets, guest artists, theater workshops, and mainstage productions—in the Adelphi University Performing Arts Center (Adelphi PAC), a versatile facility including performance, rehearsal and academic spaces for dance, music, theater and the visual arts.

ADELPHI STUDENT RUSH—Free tickets

Free rush tickets are a really great way to catch a show at the last minute. We regularly post rush availability to our Facebook and Twitter pages, so make sure you're connected with us there. Or you can always call the box office and check with one of our ticket agents to see if "rush is on" for that night.

Rush tickets cannot be reserved in advance and are subject to availability one hour prior to the show. Limited quantities are available and rush tickets stop being distributed 10 minutes before curtain.

Contact the Lucia and Steven N. Fischer Box Office at **516.877.4000** for discount information. Hours are Tuesday to Friday, 1:00 p.m. to 6:00 p.m., and the box office is also open two hours prior to most performances.

Screening of current films is in the beautiful Concert Hall in the Adelphi PAC. See the weekly programming email for dates and details.

ATHLETICS AND RECREATION

Intercollegiate Athletics

aupanthers.com | Campus ext. 4240

Adelphi Teams

Baseball: men's	Lacrosse: men's and women's
Basketball: men's and women's	Soccer: men's and women's
Bowling: women's	Softball: women's
Cheerleading: coed (not a competitive sport)	Swimming and diving: men's and women's
Cross country: men's and women's	Tennis: men's and women's
Dance: coed (not a competitive sport)	Track: men's and women's (indoor and outdoor)
Field hockey: women's	Volleyball: women's
Golf: men's and women's	

Northeast-10 Conference and ECAC

Adelphi is a member of the Northeast-10 Conference (NE10) and the Eastern College Athletic Conference (ECAC) and is an affiliate member of the East Coast Conference (ECC) in women's bowling. Adelphi has a rich tradition on and off the field of play in intercollegiate athletics, at the conference, regional and national levels, and countless Adelphi athletes have been celebrated for excellence for their athletic exploits and in the classroom. Adelphi student-athletes are committed to serving the community through the Student-Athlete Advisory Committee (SAAC), which participates in several initiatives throughout the year. These include collecting food for Island Harvest, reading to elementary school students through the Read Across America program and raising funds for Make-A-Wish in partnership with NCAA Division II.

Adelphi athletes have gone on to have decorated careers in various sports, including a storied track and field history that has seen national champions, brought international renown to the University, and held the world record in the mile relay in the 1970s. Other Panthers featured in the international ranks include Chris Armas '94, who had an award-winning career in Major League Soccer (MLS) and the U.S. Men's National Soccer Team, before becoming the current coach of the New York Red Bulls; Kári Árnason, a defender for the Icelandic national soccer team; and two-time handball Olympian Portia Lack '83, who competed in basketball and softball for the Panthers.

In professional sports, nearly a dozen men's lacrosse players have been drafted by Major League Lacrosse (MLL) teams, while nearly two dozen baseball players have been drafted by or signed to professional organizations, including 14 different organizations in Major League Baseball (MLB).

Campus Recreation

Woodruff Hall, Room 240

recreation.adelphi.edu

Email: campusrec@adelphi.edu

Campus Recreation Office: Campus ext. 4242

Intramurals and Sport Clubs: Campus ext. 4243

Fitness and Aquatics: Campus ext. 4277

Student-Athletes

The graduation rate of our student-athletes is higher than that of the general student body. Overall, 80 percent of Adelphi's student-athletes earned at least a 3.0 GPA in the classroom in the recently completed fall semester, with about 40 percent of the entire student-athlete population recording a minimum 3.5 GPA. The *Long Island Press* released the 2020 winners for the annual Bethpage Best of Long Island competition, revealing that Adelphi University took home Best College Sports Program, a repeat honor after the department won the same award in 2019.

Adelphi Campus Recreation is the place to find fitness, physical activity, dance and a variety of recreational sports to meet your needs and interests. **Recreation facilities include:**

- 5,000-square-foot fitness center
- Racquetball and squash conversion court
- Swimming pool
- Tennis courts and outdoor fields
- Functional training fitness studio
- Three-court gymnasium
- Indoor track

Fitness programs offered to you at no cost are:

- Virtual Fitness classes are offered in a variety of ways. Check out ways to engage in fitness from home on our webpage!
- Group fitness classes such as yoga, Zumba, cycle, high-intensity interval training (HIIT) and much more
- Small group fitness training
- Introductory personal training
- Adult learn-to-swim classes

Intramural sport leagues and tournaments include:

- Flag football
- Volleyball
- Wallyball
- Basketball
- Soccer
- Table tennis

Sport Clubs are a great way to get involved and stay active:

- African Dance (Umoja Africa Dance Society-UADS)
- Bhangra Dance Team
- Equestrian
- Hip-Hop Dance (Evolution)
- Men's Soccer
- Ultimate Frisbee
- Baseball
- Bollywood Dance (AU Sapna)
- Fencing
- Latin Dance (AU Bailadores)
- Men's Basketball
- Women's Soccer

Other services you will find at Campus Recreation are:

- Locker rentals
- Equipment issue
- Facility and field reservations can be made by calling or checking on availability first, then completing the Facility and Equipment Request form
- Memberships for family and friends

Campus Recreation is one of the largest student employers on campus and holds staff recruitment in the fall and spring semesters for students to take part in and potentially get hired.

Fitness Center and facility attendants

Group fitness instructors and helpers

Swim instructors

Photographer, graphic art specialist

Intramural sports officials

Lifeguards (Nassau County certification required)

Panther mascot

You can find information about all our programs as well as schedules and much more on our webpage.

Contact the Campus Recreation department at **516.877.4242**, or email us at **campusrec@adelphi.edu**. You can stop by and visit us in Woodruff Hall, Room 240.

CENTER FOR CAREER AND PROFESSIONAL DEVELOPMENT

Nexus Building, Room 225

career-center.adelphi.edu | Campus ext. 3130

Email: careercounselor@adelphi.edu

Hours: Monday–Friday, 8:30 a.m.–4:30 p.m.; evenings by appointment

Services provided to undergraduate students, graduate students and alumni:

- Career counselor email address for résumé reviews
- Career-interest inventories
- Handshake: online career service for 24/7 job search and event registration
- Individual counseling
- Internship Preparation Seminar (1 credit)
- Online Career Coach
- Résumé review and interview preparation

On- and Off-Campus Opportunities:

- America Reads/America Counts
- Hire-a-Panther Program
- GoinGlobal
- Jaggar Community Fellows Program
- Leadership Certificate Program
- Panthers with a Purpose
- Student employment

Traditional Events:

- Annual Job and Internship Expo
- Count on Alumni for Career Help (COACH) leadership certificate events
- Mock Interview Night
- On-campus recruitment interviews
- Fall Career Fair

To register for events, use the Center for Career and Professional Development's Handshake, accessed through eCampus using the Services tab.

CENTER FOR STUDENT INVOLVEMENT

Earle Hall, Lower Level, Room 003

csi.adelphi.edu | Campus ext. 3603

Email: csi@adelphi.edu

The Center for Student Involvement (CSI) is here to encourage campus involvement—attending a program or lecture, participating in community service or becoming informed about resources. In addition to the oversight of student organizations, CSI oversees Commuter Student Services, multicultural initiatives, Greek life, community engagement and service programs, student leadership development, late night and weekend engagement, plus transfer initiatives.

STUDENT ORGANIZATIONS

Membership in the more than 80 student organizations is traditionally limited to activity-fee paying undergraduate students; however, all students are welcome to support and attend organization programs and activities. For a list of student organizations, visit MyAULife at **adelphi.edu/csi/clubs-and-organizations**.

GREEK LIFE

While the Center for Student Involvement only hosts undergraduate chapters, the campus community is welcome to support and attend programs by our fraternities, sororities and social fellowship. In fact, undergraduates who were members of Greek Life often continue their association as graduate students with their respective organizations. Information about Greek Life is available on MyAULife. Visit **adelphi.edu/csi/clubs-and-organizations**.

GRADUATE STUDENT COUNCIL

The Graduate Student Council (GSC) is responsible for representing and uniting members of the graduate student body to protect, promote and provide student input to the administration, staff, faculty and the board of trustees on matters of past and future University policies. GSC acts on behalf of the graduate student body through communication with the administration on matters of student concern.

For more information on GSC, its board and membership details, visit **adelphi.edu/gcs**.

MyAULife

MyAULife is the student engagement platform for our student organizations on campus. It includes all information about each group, including the mission statement, meeting dates and times, and membership. Take a virtual visit to find out if an organization is of interest to you. Log on to **myaulife.adelphi.edu** and get involved.

STARTING A NEW STUDENT ORGANIZATION

Center for Student Involvement

Earle Hall, Lower Level, Room 003

csi.adelphi.edu | Campus ext. 3603

If the purpose for a new student organization is different from the mission statement of a previously approved group, you may start a new organization. Visit **csi.adelphi.edu** for guidelines on how to get one started.

HONOR SOCIETIES

The University holds membership in a variety of academic honor societies that are committed to serving the many interests of the Adelphi community. Membership for almost all these societies is dependent upon predetermined academic criteria. In some cases, additional community service or interest-related criteria apply.

Alpha Epsilon Delta (premedical) ΑΕΔ

Alpha Kappa Delta (international sociology) ΑΚΔ

Alpha Psi Omega (national theater) ΑΩ

Alpha Upsilon Alpha (International Reading Association) ΑΥΑ

Beta Alpha Psi (International Honorary Organization for Financial Information Professionals) ΒΑΨ

Beta Beta Beta (biology) ΒΒΒ

Beta Gamma Sigma (International Business Honor Society) ΒΓΣ

Eta Chi Alpha (accounting) ΗΧΑ

Eta Sigma Gamma (health education) ΗΣΓ

Gamma Beta Phi (community service) ΓΒΦ

Gamma Kappa Alpha (Italian) ΓΚΑ

Gamma Sigma Alpha (national Greek academic) ΓΣΑ

Kappa Delta Pi (education) ΚΔΠ

Kappa Pi (art) ΚΠ

Lambda Alpha (anthropology) ΛΑ

Lambda Pi Eta (communications) ΛΠΗ

Omicron Delta Kappa (national leadership) ΟΔΚ

Order of the Omega (Greek leadership)

Phi Alpha (social work) ΦΑ

Phi Alpha Theta (history) ΦΑΘ

Phi Delta Kappa (education) ΦΔΚ

Phi Epsilon Kappa (physical education) ΦΕΚ

Pi Delta Phi (French) ΠΔΦ

Pi Mu Epsilon (mathematics) ΠΜΕ

Pi Sigma Alpha (political science) ΠΣΑ

Psi Chi (psychology) ΨΧ

Rho Lambda (sorority leadership) ΡΛ

Sigma Delta Pi (Spanish) ΣΔΠ

Sigma Theta Tau (international nursing) ΣΘΤ

Tau Sigma (national transfer) ΤΣ

Resident Student Association (Office of Residential Life and Housing)

Earle Hall, Room 100

students.adelphi.edu/rsa | Campus ext. 3650

Mailbox located in Earle Hall, Room 100 (Office of Residential Life and Housing)

The Resident Student Association (RSA) serves as the voice of all resident students, offering a wide variety of educational, social and community activities to enhance the quality of campus life. The RSA is composed of two bodies—the executive board and the hall councils.

Student Athlete Advisory Committee (Athletics and Recreation)

aupanthers.com/sports/2011/8/10/GEN_0810111346.aspx | Campus ext. 4240

The Student Athlete Advisory Committee (SAAC) is a board of student-athletes committed to generating a voice within the NCAA to make other student-athletes aware of proposed NCAA legislation as well as to recommend legislation to the NCAA.

STUDENT GOVERNANCE ORGANIZATIONS

Student Government Association (Center for Student Involvement)

Earle Hall, Lower Level, Room 003

students.adelphi.edu/sga

Email: sga@adelphi.edu

Meets every Tuesday at 6:00 p.m.

The Student Government Association (SGA) promotes the general welfare of the undergraduate student body and the University as a whole, developing general and specific policies to govern the undergraduate student body and organizations.

STUDENT SERVICES

BOOKSTORE

Temporary location: Center for Recreation and Sports (CRS), Atrium, 2nd Floor

bkstr.com/adelphistore | Campus ext. 3900

Email: adelphi@bkstr.com

For hours of operation, visit bkstr.com/adelphistore/store-hours.

During the Ruth S. Harley University Center (UC) renovation, the Adelphi Bookstore was relocated to the Center for Recreation and Sports (CRS) atrium on the second floor level. Watch for an announcement about the 2,750-square-foot bookstore opening in the UC in a state-of-the-art location fully stocked with textbooks and course materials, school supplies and Panther Spirit Wear. Visit bkstr.com/adelphistore/home for information about the University Bookstore.

CHILD CARE

Alice Brown Early Learning Center

Campus ext. 3906

Email: elc@adelphi.edu

Hours: Monday–Friday, 8:00 a.m.–6:00 p.m.

The Alice Brown Early Learning Center (ELC) provides a wonderful opportunity for parents of children 18 months to 5 years of age. The center offers a high-quality child care program to Adelphi faculty, staff, students and the surrounding community. The facility is a state-of-the-art complex that fosters the educational principles of the Reggio Emilia approach to early education, which also encourages the socialization of children, in coordination with their parents.

Student employment opportunities are available at the Early Learning Center, all majors welcome. Contact elc@adelphi.edu to apply.

COMMUTER STUDENT SERVICES

Earle Hall, Lower Level, Room 003

adelphi.edu/csi/commuter-students | Campus ext. 3603

The Center for Student Involvement also oversees Commuter Student Services, providing services and programs for students who live off campus.

The wide range of services and programs includes:

- Commuter Appreciation Week (fall and spring semesters)
- Commuter meal plans
- Free on-campus parking (See pages 37–40 for guidelines.)
- On-campus assistance with minor car issues, such as a dead battery or lockout (Department of Public Safety and Transportation)
- Public transit timetables and maps
- Shuttle service to and from bus and rail stations

In the event of inclement weather, all students are encouraged to call the Emergency Closing Hotline at **516.877.6870** to obtain information regarding delays or closings. (See page 37.)

For additional commuter student resources, visit **adelphi.edu/csi/commuter-students**.

Commuter Student Organization (CSO)

This student-led organization is a representative body for the commuter population and acts as an advocate for commuter needs. CSO meets weekly to plan programs, both on and off campus, for the commuter student.

CSO organizes Commuter Appreciation Week, which is held every semester and provides recognition and special events for commuter students. The week consists of a wide array of events, including breakfast and lunch activities, educational programs, resource fairs, giveaways, off-campus trips, speak-outs, and so much more. Every semester, commuter students enjoy what the week has to offer—there is something for everyone.

On-Campus Parking

There is no charge for students to park their cars on campus. However, every car must be registered (a maximum of two cars per student) and display a current Adelphi University parking decal. To register your vehicle, you must go to the Department of Public Safety and Transportation in Levermore Hall with your driver's license and vehicle registration to obtain your decal. For details on accepted documentation, go to **adelphi.edu/vehicle**. For more information, see pages 37–40.

Students are advised to allow ample time for parking, particularly during the peak days and times of classes.

Commuter Student Meal Plan

Located in the temporary dining office behind the Panther Den, students can augment their meal plan to save tax dollars on dining purchases and have money available on their plan when their wallet or pocket may be empty.

Graduate Student Meal Plan

Also available to graduate students is the Master's Accelerator Dining Plan. For details, visit **dineoncampus.com/adelphi**.

COPY/PRINT/SCAN/FAX

Campus ext. 3570

- Print management—Students can print an allotted number of prints on University printers. Visit it.adelphi.edu/print for details.
- Scan services include BookScan at no cost from books, journals or other documents to a USB drive. Visit libguides.adelphi.edu/printing for more information.
- Fax services are available in the Swirbul Library dean's office, from 8:30 a.m. to 4:30 p.m. Contact **516.877.3520**.

DINING SERVICES

adelphi.edu/dining | Campus ext. 3950

Email: adelphidining@adelphi.edu

There are several food locations, as well as catering services and vending services, that are available to students, faculty, staff and guests.

Students may use meal plan cards or major credit or debit cards for food purchases at all campus dining locations.

Panthers' Den Dining Hall

Post Hall

- Panther Mart (convenience store)

Center for Recreation and Sports

- #cheeseplease

Nexus Building

- Paws Café

Ruth S. Harley University Center (UC)

- For dining options located in the UC, including a full service Starbucks, visit ucprogress.adelphi.edu.

Vending machines are also available around campus.

DIVISION OF STUDENT AFFAIRS

Nexus Building, 3rd Floor, East Suite

adelphi.edu/life-at-adelphi/student-affairs | Campus ext. 3660

Email: divisionofstudentaffairs@adelphi.edu

The Division of Student Affairs oversees all areas of student life at Adelphi, including the Health Services Center, the Interfaith Center, the Office of Residential Life and Housing, the Student Access Office, the Office of Student Conduct and Community Standards, the Student Counseling Center, and the Center for Student Involvement. Services, programs and support are provided to enrich and complement the academic experience. As student advocates, the office promotes involvement, skill development, and the overall health and well-being of students.

Students with suggestions for augmenting student life at Adelphi, or who have other issues or concerns, are welcome to make an appointment with the vice president for student affairs and dean of students in the Nexus Building, Room 304.

Visit [UC-renovation.adelphi.edu](https://uc-renovation.adelphi.edu) for dining options in the Ruth S. Harley University Center (UC), opening soon.

FINANCIAL SERVICES

Levermore Hall, Lower Level

financial-aid.adelphi.edu | Campus ext. 3080 | Fax: 516.877.3380

Email: financialservices@adelphi.edu

Semester hours:

Monday–Thursday, 8:30 a.m.–6:00 p.m.

Friday, 9:00 a.m.–4:30 p.m.

(See our website for summer and holiday hours.)

The Office of Student Financial Services is located in Levermore Hall, lower level. The staff is available either by appointment, by email at financialservices@adelphi.edu, or on a walk-in basis to discuss financial aid options and to assist students and their families. General financial aid and student account questions can be answered by the representatives available at the Information Desk. For situations requiring more in-depth consultation, students should make an appointment to meet with a financial aid counselor. Students can also visit our website for information about the financial aid application process, identifying scholarships, grants, loans, charges for tuition and fees, and payment options. In addition, deposited students can access their account via eCampus to pay their bill online, review account information and review their financial aid awards.

INFORMATION TECHNOLOGY

Swirbul Library, 2nd Floor

it.adelphi.edu | Campus ext. 3340 (Help Desk)

Email: helpdesk@adelphi.edu

Adelphi IT offers many services to enhance your college experience. Go to it.adelphi.edu/catalog to learn about all the technology services and core online tools used by Adelphi students. You'll find that eCampus is your go-to portal for secure tools such as Adelphi Gmail, course registration, the Moodle course management system, degree audit and more.

Adelphi provides computer workstations, printing via mobile devices throughout the campus, etc. Help Desk assistance includes free download of Microsoft Office Pro, etc.

You'll also want to download the free Adelphi app on your iOS or Android device for mobile access to Moodle, alerts, grades, course evaluations, event listings and other resources.

INTERFAITH CENTER

Earle Hall, Lower Level, Rooms 020, 021, 022

interfaith.adelphi.edu | Campus ext. 3113

Email: auinterfaith@adelphi.edu

Hours: Monday–Friday. Visit the website for updated hours.

Information and schedules may be obtained from the reception desk.

The Interfaith Center, as part of the Division of Student Affairs, fosters an ecumenical and interfaith presence on campus and introduces interested members of the University community to houses of worship in the area. Religious life and practice are matters of choice at Adelphi. As a private, nonsectarian university, we do not promulgate any particular religious belief. The Interfaith Center provides a campus ministry to suit individual needs through spiritual guidance, counseling, educational programs, meditation, social events and opportunities for worship. Participation is voluntary and all are welcome. Students are served by representatives of the Catholic, Jewish, Muslim, Protestant and Sikh faiths. For information on all ministries served through the Interfaith Center, including off-campus religious services, visit interfaith.adelphi.edu.

INTERNATIONAL SERVICES

Post Hall, Room 203

iss.adelphi.edu | Campus ext. 4990

Email: is@adelphi.edu

Hours: Monday–Friday, 8:30 a.m.–4:30 p.m.

Adelphi has a strong commitment to international education and welcomes students from all over the world. The Office of International Services assists international students in meeting legal requirements for entry into the United States and in maintaining legal status while pursuing full-time study at Adelphi. The office provides advice regarding requirements of U.S. citizenship and immigration services, the Department of State, the Social Security Administration, and a wide variety of concerns such as culture, customs and the American educational system.

In addition, the office can assist all international students in meeting the academic, social and personal challenges before them—registering for classes, making new friends, learning University procedures and policies, and developing an understanding of American culture through workshops, special events and individual counseling.

LOCKERS

<https://aux.adelphi.edu>

For the convenience of students, lockers are located around campus. For details how to reserve, visit website.

LOST AND FOUND

All found property should be sent to the University's lost and found, located in Department of Public Safety and Transportation, Levermore Hall, Suite 113, **516.877.3500**. All found property is logged in and stored for 60 days. Lost claims should also be made with this department.

MULTICULTURAL AFFAIRS

Multicultural Affairs is an area within the Center for Student Involvement that seeks to promote an inclusive and socially just University environment by offering programming that explores the complex intersections of race, gender, sexual orientation, class and spiritual diversity.

Furthermore, Multicultural Affairs acts as an educational resource for the Adelphi community by offering diversity, social justice workshops, CORE (creating ongoing respect and equity) and Safe Zone (LGBTQ+ and Allies) trainings to promote cultural awareness. Contact the Center for Student Involvement at **adelphi.edu/csi/multicultural-affairs** to schedule a training session. The program's goal is to contribute to an open campus climate that is safe, accepting and just for all members of the University community. For more information, visit **csi.adelphi.edu/multicultural**.

RESIDENTIAL LIFE AND HOUSING

Earle Hall, Room 100

housing.adelphi.edu | Campus ext. 3650

Email: housing@adelphi.edu

Hours: Monday–Friday, 8:30 a.m.–4:30 p.m. (regular semester hours)

Overview

The Office of Residential Life and Housing is here to foster a safe, inclusive community and to support your development. We encourage commitment to leadership, tolerance and citizenship by providing programs, services and facilities that contribute to the intellectual, social and cultural development of all our students. We sponsor more than 450 seminars, workshops and events during the academic year, addressing such issues as interpersonal relationships, interviewing techniques, cultural diversity and stress management. Whether you choose to live on or off campus, we encourage you to be an active part of our community and to take advantage of the vast array of resources available to you.

On-Campus Housing

There are seven residence halls on campus. Each hall is supervised by a full-time residence hall director (RHD) who is committed professionally and personally to making the hall a center of learning. The RHD lives and works in the hall throughout the year and supervises a staff of trained graduate and undergraduate resident assistants (RAs). Each building has hall attendants who register guests before they may enter the building during evening and late-night hours. For more information, visit **housing.adelphi.edu**.

To live in University-operated housing, you must sign a Residence Hall Agreement, be registered for classes and pay a nontransferable and nonrefundable deposit to the University with your application. The deposit is \$300, of which \$200 will be applied to your student account and \$100 will be retained as a damage deposit. Visit **housing.adelphi.edu/agreement** for the complete Residence Hall Agreement.

All Garden City campus resident students are required to purchase a meal plan offered by Adelphi University Dining Services. For more information about the meal plans, visit **dineoncampus.com/adelphi**.

For a list of what to bring and what to leave home, visit **adelphi.edu/housing/on-campus-housing/moving-in**.

For general information and frequently asked questions about Residential Life and Housing at Adelphi University, visit **housing.adelphi.edu/faq**.

On-Campus Housing Safety Guidelines

- Refrigerator or MicroFridge must be plugged directly into an outlet (not a surge protector).
- Items cannot be stored within 18 inches of the automated ceiling sprinklers.
- Means of egress must remain clear at all times.
- Do not daisy-chain surge protectors (i.e., never plug one surge protector into another).
- Room doors cannot be propped open, as they are fire doors.
- Posters and other decorations cannot cover more than 50 percent of any wall.
- Smoking, including electronic cigarettes, cannot be done inside the residence halls. Smoking can only be done at the designated smoking areas on campus.

All residents must comply with any directive from the New York state fire marshal or their designee.

To cancel on-campus housing: Students requesting to cancel their housing agreement must submit the Housing Cancellation Request form to be considered for release from the Annual Housing Agreement. For additional details, visit **housing.adelphi.edu/cancel**.

RESOURCES AND SERVICES FOR ON-CAMPUS RESIDENTS

Laundry Services for On-Campus Residents

Laundry rooms, located in each of the residence halls, are for resident student use only. Use of laundry equipment is included in the room and board charge for students living in the residence halls. Therefore, the machines are free of charge.

Each residence hall has numerous laundry rooms located on various floors of the building. The laundry rooms are equipped with front-load machines that use 60 percent less water and require 50 percent less detergent than a top-loader. However, powdered and pod detergents are strongly discouraged. Each machine takes about 30 minutes to wash and 45 minutes to dry. You should never leave your belongings or clothes unattended in any of the laundry rooms. Do not remove another student's laundry from the washer or dryer, but bring the situation to the attention of the RHD or RA.

Please report any problems with the laundry machines to your residence hall director or resident assistant. They will contact the vendor in order to have the equipment repaired.

Trash and Recycling for On-Campus Residents

Trash receptacles are located in the laundry rooms, some hall closets and in the bathrooms of each residence hall. All residents are responsible for properly disposing of their trash. Residents who leave trash in the hallways, stairwells or in any other inappropriate location will be subject to fines and disciplinary sanctions.

Recycling on campus is important, as Adelphi commits to its green initiative. Resident students are encouraged to use the designated receptacles in the residence halls to properly discard cardboard, paper, inkjet cartridges, batteries, cans and bottles. Since Adelphi supports the environmentally friendly charge to reduce, reuse and recycle, students are also requested, when leaving the room, to turn down thermostats, log off computers and turn off unnecessary electrical appliances. For more information about Adelphi's commitment to the environment, visit green.adelphi.edu.

Lounges for On-Campus Residents

Each residence hall has a lounge located on its first floor, adjacent to the lobby. Residence Hall A, Residence Hall B and Eddy Hall have additional lounges located on each floor. The lounge is furnished with a television set, couches and kitchenette facilities. The kitchenettes are furnished with an oven, range, microwave, sink and cooking utensils. Cooking is not permitted in rooms or anywhere in the residence halls other than in the kitchenettes.

Mail for On-Campus Residents

To receive mail, please ensure that your address appears on envelopes as follows:

Format	Example
Name	John Doe
Residence Hall and Room Number	Eddy Hall 100
Adelphi University	Adelphi University
One South Avenue	One South Avenue
P.O. Box 701	P.O. Box 701
Garden City, NY 11530-0701	Garden City, NY 11530-0701

Your mail will be delivered to your mailbox, located in the mailroom of your residence hall. Ask your RA for your mailbox combination, or key, if applicable, and the exact location of your mailbox.

Packages too large to fit into this mailbox will be delivered to the Post Hall mail room, Room 105. You will receive an email notification to your Adelphi student email account and the package will be available for pickup two hours after receipt of this notification. Your Adelphi ID is required to pick up the package. The office hours are included in the email and are posted outside the mail room each semester. For additional information, call **516.877.3094**.

Computer Access for On-Campus Residents

For a comprehensive guide to technology services available on campus, visit **it.adelphi.edu**. If you need assistance, call the Information Technology Help Desk at **516.877.3340**. To access streaming and gaming services in your residence hall, you must register your devices first. For wireless access from your computer or mobile phone, we encourage you to use the eduroam network, which can be used at Adelphi and member campuses worldwide. For instructions, visit **it.adelphi.edu/wifi**. Two desktop computers and wireless printers are available to resident students in one lounge of each residence hall.

Television for On-Campus Residents

You are provided with cable television access in your room with approximately 60 cable channels. The channel listing is available from your residence hall staff.

Housing Cancellation Request

The Residence Hall Agreement is binding from the date of occupancy to the end of the current academic year. The agreement period begins at 10:00 a.m. on the day before the first day of classes and ends 24 hours after the resident's last exam or 5:00 p.m. on the last day of final examinations, whichever is earlier. A resident who wishes to be released from the Residence Hall Agreement must submit the appropriate housing cancellation form and pay an early housing cancellation fee of \$750. This cancellation fee will be waived only upon written submission of documented reasons that verifiably prevent the student from living on campus (midyear graduation, official University withdrawal, study abroad, student teaching, military service or official University leave of absence). Residents who wish to appeal the cancellation fee for other verifiable reasons that prevent the resident from living on campus may submit the cancellation appeal form along with appropriate documentation. Any such consideration of an appeal will be made on a case-by-case basis. Any refund of housing fees for a given semester will be determined according to the University's standard refund schedule in effect, minus any housing deposit and residence hall activity fees, which are nonrefundable.

OFF-CAMPUS HOUSING

Many Adelphi students choose to live off campus for various reasons—increased autonomy, apartment-style living, a time to foster independence, family arrangements and other needs.

Visit **housing.adelphi.edu/offcampus** for more information on these and other housing options.

In addition, students may search the Adelphi Off-Campus Housing Service, which allows them to compare their favorite listings, view their search history, search for roommates and more. Visit Adelphi University Off-Campus Housing Service at **offcampushousing.adelphi.edu**.

RESIDENCE HALL AGREEMENT ADDENDUM

For updated information for the 2020–2021 academic year that pertains to all residential students, visit **adelphi.edu/housing**.

RESIDENTIAL LIFE POLICIES

Students living in University housing are subject to federal, New York state and local laws, as well as University policies governing student housing, student conduct and disciplinary guidelines. Students are also responsible for knowing and observing University regulations and guidelines as set forth in official publications, including, but not limited to, the Residence Hall Agreement, the *Code of Conduct* and this guide.

Community Standards

1. Residents are under continuous obligation to be considerate of fellow students. Inconsiderate behavior, including irresponsible behavior resulting from alcohol or drug abuse, smoking in any residence hall, infringement on roommate privacy, excessive noise or other residence hall violations will be subject to review and disposition by the appropriate residence hall staff members.
2. Residents may not exhibit behavior that intimidates or interferes with the use of the space by others, specifically, but not limited to, behavior that attempts to force a roommate to move out of the room or to prevent a new roommate from moving in, and behavior that is disruptive in lounges or in any other part of the residence hall facility. This includes, but is not limited to, playing sports indoors and throwing anything out of windows. Conduct that endangers the safety of property or the health and safety of others is not permitted.
3. Access to bathroom facilities is limited to the designated gender. However, gender-inclusive housing and all-gender restrooms are available on campus. For the locations of all-gender restrooms, visit adelphi.edu/csi/multicultural-affairs/services/all-gender-restrooms. Information about gender-inclusive housing is available from the Office of Residential Life and Housing.
4. Sound carries easily throughout the residence halls. Voices, stereos, televisions and sound amplification equipment can often be heard in other rooms on a floor, on floors above and below, and in neighboring buildings. Residents should be conscious of the volume of their music, and all are expected to be considerate of and comply with reasonable requests from peers and staff to adjust their sound/noise levels.
5. Quiet hours will be enforced in all residence halls. In addition to noise regulations, residents will observe 24-hour quiet hours during University-designated examination periods.

Building Security

6. Your personal safety and the physical security of the residence halls depend in part on your knowledge of safety precautions. Public safety officers patrol the campus 24 hours a day. Student hall attendants staff the main door of each residence hall at night to regulate access to the buildings. Student hall attendants will check residents' identification cards and will register guests.
7. All occupants assume total responsibility for their rooms, including contents, behavior, damages and activities that occur within them. Any violations may affect your status as a resident student, including, but not limited to, probation and/or removal from the residence halls.
8. Residents are responsible for ensuring the health and safety of persons and property in common areas (corridors, lounges, etc.). Residents are obligated to report dangerous or disruptive activities to the residence hall staff. Outside doors may not be propped open.
9. Sidewalks, entrances, passages, elevators, lobbies, stairways, corridors and halls must not be obstructed, encumbered or used for any purpose other than entrance and exit to and from the premises.

Posting Policy

It is prohibited for any person to peddle, solicit, cause or attempt to peddle or solicit anywhere on campus. This includes, but is not limited to, distributing bar flyers, leaflets and posters under doors, on car windows, floors or the ground, or anywhere on campus. Approved organizations can post flyers by obtaining approval from the Center for Student Involvement and the Office of Residential Life and Housing. Once approval has been granted, the flyers may be delivered to the Office of Residential Life and Housing for distribution and posting by the residential life and housing staff. Violations of this policy may result in disciplinary action including, but not limited to, restitution, cumulative fines, educational sanctions and suspension from the University, and is cause for arrest for violating Garden City Village Ordinances §121-1 and §155-2.

Fire Regulations

10. All occupants must leave the building immediately, using the nearest exit, whenever a fire alarm sounds or when instructed to do so by University personnel during times of emergency. Shut your door as you leave to prevent a fire from spreading.
11. Fire drills will be conducted in your residence hall to familiarize you with evacuation guidelines. You must consider all alarms as real and leave the building in a timely manner (defined as three minutes or less). Failure to do so will most likely constitute a fire safety violation resulting in a minimum \$100 fine.
12. The use of elevators is prohibited whenever the fire alarm is activated or if there is a fire in the building.
13. Tampering with fire equipment, smoke detectors and/or fire alarms is a violation of New York state law and University policy. Persons involved may be subject to judicial action and/or arrest. University policy states that false fire alarms will likely result in disciplinary probation and/or suspension.
14. Municipal fire safety regulations forbid cooking in the residence halls, except in lounges equipped with kitchen facilities. Kitchen areas are provided for residents to use in each building.
15. Fire safety violation sanctions: Refer to adelphi.edu/safety-transportation/resources/fire-safety.

Room Security

16. Student room doors should be kept locked at all times and window(s) should be secured.
17. Search of rooms: Nothing in the University-student relationship or the Residence Hall Agreement will expressly or implicitly authorize University officials to permit police or other government officials to search a student's room without a warrant. The dean of student affairs, or a designee, may search a student's room only with the permission of the student, except when it is reasonably believed that a violation of campus policy or law has occurred or when it is deemed an emergency.
18. Access: When a representative of the Division of Student Affairs, the Facilities Management Department, or the Department of Public Safety and Transportation seeks access to a resident's room to determine occupancy for maintenance and repairs, the occupant will be notified in advance of such entry. A professional staff member in the Office of Residential Life and Housing will be notified in advance when entrance is necessary by a representative of the dean of student affairs or the executive director of public safety. A student request to facilities management for repairs and permission for entry constitutes an invitation for room entry for that purpose. If no permission is given, the Facilities Management Department must make arrangements directly with the resident student. Office of Residential Life and Housing staff will conduct health and safety inspections at least once a month.
19. The University reserves the right to remove from the student's room any item not in conformity with University policies.
20. Keys: Each resident is given a room key and may be given an outside door key. Residents are expected to carry their room keys and Adelphi ID card at all times. Suite residents are also given a suite key. Room keys are not to be loaned or duplicated. This includes ID cards used as access keys to buildings and/or rooms.

If the resident student loses any key, the lock will be changed and new keys will be issued to the residents of that room. The cost of the lock change will be billed to the student who lost the key. Keys must be returned to the residence hall staff member when the resident vacates the room or when directed to hand in keys by a member of the Office of Residential Life and Housing staff. Failure to return the room key will result in an automatic lock change. The student who fails to return the key will be billed for the lock change.

Students who are locked out of their room should call the resident assistant (RA) on duty. If the RA on duty is not available or if there is no RA on duty, you may contact any RA in the building or the residence hall director (RHD) during the day. Students should not expect that a staff member will be available to open a room, as RAs may be in class and the RHD may be unavailable. The

University imposes a fine based on the number of times that a student is locked out during an academic year. The first lockout is done with a written warning, the second is \$5, the third is \$10, the fourth is \$20 and it is \$50 for each lockout thereafter. Should you lose your key, you must inform a staff member immediately.

Room Usage

21. The University provides routine housekeeping services only for lounges, corridors, stairways and common bathrooms. Students are responsible for the care and cleaning of their rooms and the contents. This includes allowing proper air circulation, removal of food and perishable items, ensuring clothing is dry, and keeping windows closed during rain or other inclement weather. Students who reside in suites with semiprivate baths are also responsible for the care and cleaning of their bathroom.
22. On occupying or vacating an assigned room, the resident is required to check the condition of the room and its furnishings with the staff member on forms provided. The University holds each student responsible for loss or damage to property beyond normal wear and tear and cleaning.
23. Residents may add furnishings to their rooms subject to health and safety codes, but they are not permitted to move University furnishings from, or to, any room or public location. Removal of University furniture from campus facilities is forbidden. University furniture missing from rooms at the time of checkout will be charged to the responsible individual(s) at full replacement cost.
24. The University cannot store student room furniture. Each piece of furniture assigned to a room must remain in that room, at all times, for the entire academic year.

Guests and Visitors

Good sense and common courtesy apply when residents want to have guests and visitors. The residence hall policies and guidelines related to guests and visitors permit residents to have guests in a manner that does not infringe upon the comfort or rights of other residents, maintaining a required level of safety and security in the residence hall. The following general policies apply to all guests and visitors:

25. Guests and visitors must have a valid state, federal, military or Adelphi photo identification card in order to be signed in.
26. Regardless of the length of the stay, a guest and/or visitor is expected to abide by all policies, guidelines, regulations and standards of residential life and housing, and of the University.
27. The host is responsible for the guest(s), and their actions, at all times.
28. Disregard of and/or interference with the rights of other students with respect to reasonable quiet and privacy is strictly prohibited in the residence halls.
29. Possession, use, sale or exchange of alcohol, illegal drugs, narcotics or drug paraphernalia is strictly prohibited.
30. Loaning and/or duplicating of residence hall keys or ID cards and altering of door locks is strictly prohibited.
31. The University assumes no liability for loss of or damage to personal belongings of guests or visitors.
32. Visitors: Provided that there is no unreasonable interference with the rights or expressed preference of a roommate, a resident may have a visitor (one whose stay is for a few hours, but not overnight). The following guidelines and conditions must be met:
 - a. It is the responsibility of the host to meet a visitor in the lobby, regardless of the time of day or night, and remain with that person at all times when the visitor is in the residence hall.
 - b. All visitors must register by signing the visitor register and presenting a valid form of current photo identification, as stated in line 25. All visitors present in the building at 6:00 p.m. must be escorted to the hall attendant booth to sign in. All visitors in the building between the hours of 6:00 p.m. and 4:00 a.m. must be signed in at the hall attendant booth.

- c. When the visitor(s) leaves the residence hall, they must be escorted to the lobby by the host and must sign out in the visitor register.
 - d. There may be no more than three visitors per host.
33. Overnight guests: Provided that there is a properly documented and approved guest pass on file, residents may have overnight guests (one who stays in the room overnight). In the interest of the rights of roommates and other hall residents, there are limits to the duration and frequency of such visits. Overnight guests must follow the same guidelines and conditions met by visitors, as outlined above. In addition, the following guidelines and conditions must be adhered to:
- a. An overnight guest may not stay on campus for more than three consecutive nights.
 - b. An overnight guest may not stay on campus for more than six days per calendar month.
 - c. There may be a maximum of three overnight guests per host.
34. Overnight guest passes: In order to facilitate the entrance and exit of overnight guests, the host must obtain an overnight guest pass, which is available through the RAs and RHD, and submit the completed overnight guest pass to the residence hall director during posted office hours. The overnight guest pass permits the overnight guest to enter and exit the residence hall by showing the hall attendant the pass with a valid photo identification, as stated in line 25.
- a. Requests for overnight guest passes must be submitted to the RHD at least 24 business hours prior to the visit.
 - b. An overnight guest pass will be issued for no more than three consecutive days or six days per month.
 - c. It is the responsibility of the host to meet the guest in the lobby upon the guest's arrival and escort the overnight guest at all times.
 - d. Upon entering the building, the overnight guest who has a completed overnight guest pass must present both the overnight guest pass and valid photo identification to enter the building, but need not sign in with the visitor register.

Drug and Alcohol Policies

Adelphi University policies, rules and standards regarding illicit drugs and alcohol are available in the complete form at operations.adelphi.edu/aod. Alcohol and drug policies specific to the residence halls are outlined in this guide.

- 35. Possession: Students who bring drugs, alcohol or paraphernalia into the residence halls will be subject to the Office of Residential Life and Housing disciplinary process and/or University disciplinary process as outlined in the *Code of Conduct*.
- 36. Possible sanctions: Any member of the Adelphi community found to be in violation of the drug or alcohol policies in the residence halls will be subject to disciplinary sanctioning, which may include, but is not limited to, referral for counseling, disciplinary probation, educational sanctions, loss of University housing or suspension from the University, based on the merits of the case.
- 37. Legal convictions: All members of the Adelphi community, resident or not, must abide by the terms of this policy and, in accordance with federal laws, report to the Office of the Dean of Student Affairs any conviction under any local, state or federal law applicable to this policy.
- 38. Residence hall-specific policies:
 - a. Alcoholic beverages will not be permitted under any circumstances anywhere in the residence halls, including student rooms. Students who bring alcoholic beverages into the residence halls or rooms will be subject to strict disciplinary action.
 - b. Alcohol-drinking contests of any kind are strictly prohibited.
 - c. Advertisements for student events should be commensurate with the educational mission of the University. Solicitation and publication of alcohol-related advertisements in University publications and media is prohibited.
 - d. Students and others who have demonstrated a repeated or serious abuse of alcohol will be

referred to appropriate counseling services.

- e. The possession and consumption of alcoholic beverages outdoors is restricted by Village of Garden City ordinance.
 - f. Disruptive or inappropriate behavior caused by drug or alcohol abuse will not be tolerated. Violators are subject to removal from campus and may be subject to disciplinary action.
39. Confiscation: In accordance with the *Code of Conduct*, it is the policy of the Office of Residential Life and Housing to confiscate and properly dispose of illegal drugs, drug paraphernalia and unauthorized alcoholic beverages that are found in the residence halls.
40. Violations: Violations of the policies and standards adopted by the University concerning substance abuse should be reported to the dean of student affairs when the violation involves a student.

Health and Safety Code

Although common dangers are listed below, students are warned that endangerment of health or safety will not be tolerated. Residence hall staff will inspect rooms to ensure safety; prohibited items will be confiscated. Items not picked up and brought home within seven business days will be discarded. This code is subject to revision at any time. Students with documented disabilities who may need special exceptions to the Health and Safety Code should contact the Student Access Office.

41. Prohibitions: The presence or use of any prohibited item constitutes a direct violation of residence hall policies and the Residence Hall Agreement. Such a violation may result in the loss of residence hall privileges or, under certain circumstances, dismissal from the University. For a listing of prohibited items, visit adelphi.edu/housing/on-campus-housing/moving-in.
42. Regulations: Any of the following behaviors constitutes a direct violation of residence hall policies and the Residence Hall Agreement; the Office of Residential Life and Housing also reserves the right to address any behaviors covered by the *Code of Conduct*. Such a violation may result in appropriate sanctioning, including, but not limited to, loss of residence hall privileges, educational sanctioning, probation or, under certain circumstances, dismissal from the University.
 - Failing to comply with the requests of any University official, including RAs and hall attendants
 - Loaning and/or duplicating residence hall keys or ID cards and altering/adding door locks
 - Misappropriation and/or misuse of University property and furnishings, including fire safety equipment, causing a false fire alarm and use of room furniture not assigned to the student
 - Blocking stairways, corridors and doors with any object
 - Athletic endeavors of any kind within the residence hall
 - Accessing a roof of any residence hall
 - Construction or alteration of any area within a residence hall without the written permission of the director of residential life and housing
 - Disregard for the security of others, including propping open exterior doors, permitting unaccompanied nonresidents into the residence halls, either directly or through negligence, and failing to cooperate with public safety personnel, including receptionists
 - Exiting or entering through an alarmed door that is designated as being for emergency use only, whether the door is alarmed or not
 - Removing, tampering with or raising individual window screens, especially for the purpose of gaining entry into the building or for placing, throwing or draping objects from the window
 - Placing and/or hanging anything outside of room windows
 - Students may not conduct business dealings in the residence halls: Solicitation, canvassing, and sale of products or tickets by individual students, nonregistered student groups and/or nonstudents for personal or organizational funds, sales, memberships or subscriptions is

prohibited in University buildings. Officially recognized University student organizations must receive approval from the Center for Student Involvement prior to consulting the Office of Residential Life and Housing about conducting such activities.

RUTH S. HARLEY UNIVERSITY CENTER

students.adelphi.edu/uc

The center of campus life, the Ruth S. Harley University Center, known by the community as “the UC,” underwent a major renovation beginning in the summer of 2019. For information, visit **ucprogress.adelphi.edu**. The expanded facility will enhance the student experience and serve as a hub of campus activity. The expanded and updated UC will offer amenities including:

- A state-of-the-art ballroom for large meetings and events
- A lactation room and gender-neutral bathrooms
- Improved accessibility and modernized technology
- A full Starbucks, open to the public
- Video recording and new technology for conferences
- A beautiful outdoor amphitheater with space for dining, outdoor classes or lounging

In addition, it will include a completely redesigned contemporary art gallery with twice the exhibition space, enhanced by improved lighting and climate control, and additional space for the display of artwork throughout the building.

In keeping with Adelphi’s commitment to sustainability, the University chose to renovate rather than rebuild the UC, and the project includes use of recycled and bio-based materials whenever possible.

We look forward to the opening of this beautiful addition to the Garden City campus.

For information, visit **ucprogress.adelphi.edu**.

STUDENT ACCESS OFFICE

Post Hall, Room 107

adelphi.edu/sao | Campus ext. 3806 | Fax: 516.877.3138

Email: sao@adelphi.edu

Hours: Monday–Thursday, 8:30 a.m.–7:00 p.m.; Friday, 8:30 a.m.–4:30 p.m.

The Student Access Office (SAO) ensures that students with disabilities have equal access to all aspects of University life. The office provides cost-free assistance to Adelphi students with documented disabilities such as neurodevelopmental, sensory, mental health, physical and intersystem disability.

The SAO provides a variety of services for students with temporary or permanent disabilities. Our services include, but are not limited to, accommodations for testing, note-taking assistance, alternative text format, assistive technology, sign language interpreting, and accessible classroom and residence hall facilities.

SAO staff are available to assist students with individual accommodations tailored to fit specific needs. We encourage students to contact our office to ensure proper coordination of accommodations.

HEALTH AND SAFETY

HEALTH SERVICES

Waldo Hall

health.adelphi.edu | Campus ext. 6000

Email: healthservicescenter@adelphi.edu

Hours: Health Services is open Monday to Friday. The hours vary according to the Academic Calendar. Please see health.adelphi.edu for the most up-to-date hours.

Services

Nurse practitioners can diagnose and treat students on campus for illness and injuries.

The center provides a multitude of services to the campus community throughout the year, including routine gynecological care, athletic clearances, sick visits, vaccines and laboratory work, as well as ongoing health and wellness education programs.

In addition to the services offered by the center, the Health and Wellness Peer Education program assists students through mentoring and programming. (See separate section on page 34 for more details.)

Health Portal

All registered students may access sections of their electronic medical record, self-schedule appointments, waive/enroll in Adelphi student health insurance, and upload documents. Go to eCampus services and add the Health Portal to your eCampus dashboard.

Insurance

health.adelphi.edu/insurance

Every registered student, undergraduate or graduate, has the option to purchase student health insurance at the beginning of their school year or in the event of qualifying circumstances. Students who do not have medical insurance coverage, or are no longer covered under their parents' insurance plan and wish to enroll in Adelphi's plan, must do so by October 1 for the fall semester and March 1 for the spring semester. There is also an opportunity for dependents of insured students to purchase insurance coverage.

Do I have to purchase the Adelphi student health insurance?

No. Only resident and international students are required to have health insurance. If you have proof of another policy, you can waive the school's health insurance.

Important semester deadlines to waive student insurance:

- October 1, for students starting in the fall semester
- March 1, for students starting in the spring semester

The fall enrollment is a full-year policy. No refunds will be granted if the student remains for only half a semester, and the policy remains effective as to the student for the full year.

All resident students and international students are automatically enrolled in the school health insurance policy and billed to the student account, unless proof of insurance has been provided and a waiver is completed. If students have their own insurance with comparable coverage and wish to waive the student health insurance, they must complete the online waiver at **health.adelphi.edu/insurance**.

The deadline for waiving insurance for the fall semester is October 1; for new students in the spring, the deadline is March 1. There are no exceptions to the waiver deadline.

Visit the Health Services Center website at health.adelphi.edu/insurance for information about insurance, or students may contact the Health Services Center at campus **ext. 6000**.

Immunizations and Health Standards

As a new student, you must meet New York state immunization requirements. The following forms are sent out with the accepted student's packet and can also be downloaded from the center's website at health.adelphi.edu/forms or picked up from the center in Waldo Hall:

- **Required Proof of Immunization**

In order to attend classes, New York state requires students who were born after January 1, 1957, and who are registered for 6 or more credits, to provide the following proof of immunization:

Measles: Two doses of live measles vaccine given no more than four days prior to the first birthday and, after 1967, physician-documented history of the disease, or a titer (blood test) showing immunity

Mumps: One dose after 1968

Rubella: One dose after 1968

Meningococcal disease: An acknowledgment of meningococcal disease risks and either dates immunization was received or refusal to receive vaccination. This can be done on the health history and assessment form or through the online response section under the CLASS system.

- **Health History and Assessment Form**

All undergraduate students must submit a complete Health History and Assessment Form which includes the meningitis response form and proof of required immunizations. The form, including a healthcare provider's examination, must be completed, dated, signed and returned to the Health Services Center. All forms can be found at health.adelphi.edu/forms.

ADVISORY...

All requirements for the Health Services Center must be handed in prior to the first day of the school year. Students who are not in compliance will be withdrawn from classes within 21 days of the first day.

Vaccine Availability

Students have access to numerous vaccines including the meningitis vaccine at Health Services for a fee. Please contact **516.877.6002** for more information, for questions related to cost, and any other inquiries. For information on meningococcal disease, visit health.adelphi.edu/forms/meningitis.

Health and Wellness Peer Education Program

The Health and Wellness Peer Educators assist students through programming on various health and wellness issues. The Peer Educators are a diverse group of students who support and encourage health promotion for the individual student and collective student body. They are overseen by a Certified Health Educator, nationally certified through Student Affairs Administrators in Higher Education (NASPA) Certified Peer Education Program (BACCHUS). The Peer Educators provide educational workshops and resources throughout the academic year.

For information, visit health.adelphi.edu/peers or contact the Adelphi Health and Wellness Peer Education Program at peereducators@adelphi.edu.

STUDENT COUNSELING CENTER

Nexus Building, 1st Floor

scc.adelphi.edu | Campus ext. 3646

Email: scc@adelphi.edu

Hours: Fall and spring semesters:

Monday–Thursday, 8:30 a.m.–7:00 p.m.

Friday, 8:30 a.m.–4:30 p.m.

Winter break and summer sessions:

Monday–Friday, 8:30 a.m.–4:30 p.m.

The Student Counseling Center (SCC) offers help to undergraduate and graduate students with problems or concerns that may interfere with their academic or personal goals. The SCC offers a variety of services, including confidential individual and group counseling, evaluation, crisis intervention, psychiatric services, rape crisis counseling, anger management counseling and education, outreach and consultation services, psychoeducational workshops, and referrals to on-campus and off-campus resources. A workshop series offers a forum to discuss issues that may impact your life.

Common concerns students have expressed to our counselors include self-esteem problems, depression, anxiety, eating disorders, body image issues, relationship difficulties, dealing with emotions, family-related issues, decision making and uncertainty about the future. If you are currently enrolled at Adelphi, part time or full time, you are eligible for these free, private and confidential year-round services.

Drugs and alcohol are problems on college campuses nationwide. At times, the use of drugs and alcohol becomes problematic for students, resulting in personal issues or academic difficulties. The SCC offers education and confidential counseling on substance abuse issues. A drug and alcohol counselor is available by appointment by calling the SCC at campus **ext. 3646**.

Counseling services are also available through our clinical partners for students attending the Hauppauge, Hudson Valley and Manhattan centers.

Center for Psychological Services

Hy Weinberg Building

derner.adelphi.edu/services | Campus ext. 4820

The Center for Psychological Services is dedicated to providing high-quality, affordable mental health care. Part of the Gordon F. Derner School of Psychology, the center offers students, faculty, staff and the surrounding community a range of specialized treatment programs for children, adolescents and adults. Professional and confidential services are provided at no fee to members of the Adelphi community by therapists studying for a doctorate in clinical psychology.

PUBLIC SAFETY AND TRANSPORTATION

Levermore Hall, Suite 113

safety.adelphi.edu | Garden City Campus during normal business hours: 516.877.3500

Emergencies: ext. 3511, or dial 5 from any campus telephone

Manhattan Center: 212.965.8340, or dial 1 from any campus telephone

Suffolk County location: 516.237.8605

Hudson Valley Center: 845.471.3348

About the Department

The Adelphi University Department of Public Safety and Transportation, located in Levermore Hall, Suite 113, provides public safety services 24 hours a day, seven days a week, 365 days a year.

The department is led by an executive director and staffed with associate directors, managers, supervisors and officers, many of whom possess prior law enforcement experience. The department provides a variety of services, including patrol, crime prevention, transportation and parking.

Public safety officers provide vehicle, bicycle and foot patrols of the entire campus, including parking

lots, buildings and residence halls; protect life and property; in concert with Health Services, ensure that those sick or injured receive prompt medical treatment; respond to and investigate reports of crime; enforce traffic regulations and fire safety and conduct crime prevention programs and seminars. Jurisdiction is limited to the interior and the sidewalk perimeter of the Garden City campus and Parking Field 9 (Garden City pool), a noncampus location. Each of the off-campus centers provides security only for the interior space that is leased by the University.

The Department of Public Safety and Transportation maintains a close working relationship with the Garden City, Hempstead, Nassau County, Suffolk County, Poughkeepsie and New York City police departments, all of which provide police services, including criminal investigation and emergency services. Although Adelphi public safety officers are not peace officers and therefore do not have authority to make arrests as such, they do provide crime scene services pending the response of the law enforcement agency concerned. Officers have the authority to issue parking and moving violation summonses on campus and have the authority to request identification of persons on campus. The University maintains a Memorandum of Understanding with the Garden City Police Department, which has geographical jurisdiction to investigate alleged criminal offenses that occur on the main campus in Garden City. The police department and the University's Department of Public Safety and Transportation communicate on an almost daily basis, discussing types of incidents occurring on or in proximity of the campus.

Furthermore, the department has a close working relationship with members of the New York City Police Department's first precinct, covering the Manhattan Center; the Suffolk County Police Department, covering the Hauppauge Center; and the Poughkeepsie Police Department, covering the Hudson Valley Center. Each department is contacted annually or as needed to ascertain whether any Clery crimes (Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act) occurred that impact reportable crimes. In addition, the Department of Public Safety and Transportation maintains close relationships with other local, state and federal law enforcement authorities.

Campus Security and Fire Safety Report: Adelphi University's Annual Security and Fire Safety Report includes statistics for the previous three calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Adelphi University; and on public property within, or immediately adjacent to and accessible from, campus. More detailed information can be found at safety.adelphi.edu.

Alert Beacons

The integration of "alert beacons" to the existing Adelphi Alert (RAVE) platform has increased the University's capability to reach a wider audience, while simultaneously reducing the time it takes to send timely and actionable information in the event of an incident affecting the campus community.

The alert beacons are strategically located in the common areas of public use spaces throughout campus and are easily identifiable in that, when activated by public safety officers manning the Public Safety Command Center, the beacons emit an alert tone and signal through the use of a strobe light, red flashers and an alert siren. A predetermined message is simultaneously displayed on the screen, which provides information as to the nature of the emergency and what actions to take.

Beacons are currently located in the following spaces:

- Alice Brown Early Learning Center
- Alumni House
- Center for Recreation and Sports
- Hy Weinberg Center
- Manhattan Center

- Nexus Building
- Adelphi University Performing Arts Center
- Swirbul Library

Alert Hotlines

Call the University Alert Hotlines for vital campus alerts, emergency information and announcements regarding inclement weather, delays, closings or power outages:

Garden City Campus:	516.877.6870
Manhattan Center:	516.877.6872
Hauppauge Center:	516.877.6871
Hudson Valley Center:	845.471.3348
Website:	cancellations.com

Safety alert beacons have been placed around the campus, providing timely alarms and information on emergencies. For more information, go to safety.adelphi.edu/resources/emergency-notification.

Mass Notification System

We encourage Adelphi students, faculty and staff to sign up for the University Mass Notification System on eCampus to receive instant alerts and closing information.

Visit it.adelphi.edu/catalog/emergency.

Emergency Closings

When local weather conditions are severe, University closings or delayed openings will be announced on the following media:

AM	FM	Television	Social Media
880 WCBS	92.1 WLNG	NBC	Facebook
1010 WINS	94.3 WWSK	Ch 12 News*	Instagram
1100 WHLI	96.1 WLVG	Adelphi on Campus	Twitter
	97.5 WALK*		
	98.3 WKJY		
	102.3 WBAB		
	103.1 B103		
	103.9 WRCN		
	106.1 WBLI		

*This station also publishes closings on its website.

Adelphi will also use the University emergency notification system to immediately broadcast urgent messages and deliver instructions to the campus community. You can change or update your registered devices through the University Mass Notification system on eCampus.

Parking and Registration

1. **Parking is by permit only.** Permits expire on September 30 of each year.
2. Students, faculty and staff are required to register annually.
3. All motor vehicles utilizing University parking facilities must:
 - Be registered with the University.
 - Display a current state registration and inspection.
 - Display a current University parking decal on the driver's-side rear bumper.
4. Commercial vehicles are not permitted to park on campus, with the exception of vendors servicing the University and vehicles owned by the University.

5. The University assumes no responsibility for loss or damage to vehicles parked on its property.
6. Students, faculty and staff are permitted to register a maximum of two vehicles only.
7. Permits are issued to your vehicle registration and are not transferable.

Registering Your Vehicle

- You must bring the following items/documents to the Department of Public Safety and Transportation to obtain a parking decal or temporary permit:
 - » Current Adelphi University ID
 - » Valid driver's license
 - » Valid vehicle registration showing plate number and description of vehicle
- Parking decals must be affixed to the rear bumper, driver's side.
- Temporary permits must be displayed on the dashboard (driver's side).
- Special permits and day passes must be displayed on the dashboard (driver's side).
- One-day visitor permits can be obtained at the Public Safety Command Center.
- Permits/decals expire annually on September 30.

Accessible Parking Permits

Students, faculty and staff who have a government-issued accessible pass and require campus parking must obtain a University accessible parking decal for parking in designated accessible areas. Accessible decals will be distributed only if the government-issued pass is valid for the Adelphi community member.

Visitors who require accessible parking can obtain a one-day visitor pass to park in accessible areas as long as a government-issued permit is visible.

Permanent Accessible Parking Permits

Please come prepared with the following information to receive your Adelphi-issued accessible parking decal sticker:

- Your municipal placard (government-issued accessible parking pass)
- Your driver's license
- Your vehicle registration (You may register up to two vehicles.)

Temporary Accessible Parking Permits

All faculty, administrators, staff and students requiring a temporary accessible parking permit must possess a government-issued temporary accessible parking placard to have access to designated parking spaces on campus.

Please come prepared with the following documents to receive your Adelphi-issued accessible parking decal sticker:

- Your municipal placard (government-issued accessible parking pass)
- Your driver's license
- Your vehicle registration (You may register up to two vehicles.)

Vehicles without the proper accessible permits or one-day visitor passes that are parked in accessible areas will be summonsed and may be towed at the owner's expense.

Note:

- All permanent Adelphi accessible parking permits will expire September 30 every year.

- Temporary permits will expire when the government-issued permit expires.
- You will be required to update the Department of Public Safety and Transportation upon the renewal of your government-issued accessible parking permit.
- If your vehicle or registration changes, you must come to public safety for a new decal.

Parking and Traffic Regulations

Parking regulations apply to all students, faculty, visitors and vendors, and their vehicles when using campus parking facilities.

1. Parking is permitted in designated areas only.
2. Parking is prohibited in fire lanes. The following University roadways are fire lanes:
 - Service road between Levermore Hall and Blodgett Hall
 - Road alongside the Ruth S. Harley University Center
 - Service road between Alumnae Hall and Post Hall
 - Roadway between Earle Hall and the Science Building
 - Roadway in front of Chapman, Linen and Eddy residence halls
 - Roadway on east side of Woodruff Hall
 - Roadway between the Center for Recreation and Sports and the Performing Arts Center
 - Roadway on south curbside of Parking Field 1 (Nexus Building)
3. Parking is prohibited within 15 feet of fire hydrants.
4. Double parking is not permitted.
5. SPEED LIMIT is 10 mph campuswide.
6. Speeding and reckless driving are prohibited.
7. Parking is prohibited on all grass areas.
8. All violations of the New York State Vehicle and Traffic Law will be enforced on campus by Adelphi University Department of Public Safety and Transportation personnel.
9. Striped unloading area adjacent to accessible parking space

Parking Off Campus

Most streets adjacent to the campus have restricted parking, and the University discourages parking on those streets. Students who park off campus are cautioned to respect the privacy of the University's neighbors. Students should not litter. For tips for parking when space is limited, visit safety.adelphi.edu/parking/regulations.

Parking/Traffic Summons Appeals Process

All appeals must be made in writing and submitted in person or by mail to:
 Department of Public Safety and Transportation
 Levermore Hall, Suite 113
 Adelphi University
 One South Avenue
 Garden City, NY 11530-0701

- Failure to appeal within seven days of the date of the summons will result in an automatic determination of guilt.
- Failure to remit payment of all traffic fines may subject you to disciplinary action (students and employees) and may cause your parking permit decal to be revoked. Additionally, you may be

unable to register for classes, have transcripts sent or receive your diploma.

- Students, faculty or staff who have more than three unpaid traffic summonses may have their vehicle immobilized (booted) with a \$100 fee.

Shuttle Services

Adelphi University's Panther Express service provides shuttle bus transportation to local transportation centers, supermarkets, retail stores and entertainment destinations.

Shuttle schedules are adjusted in coordination with the MTA LIRR schedule. Schedules are available online and on the mobile Adelphi app. Printed copies are available at the Department of Public Safety and Transportation office in Levermore Hall, Suite 113.

Adelphi University Identification Cards

University identification cards (ID cards) are required and are issued to all faculty, staff and students. ID cards are necessary for access to all residence halls or academic and administrative buildings, use of the library, entry to sports events, and all University facilities. ID cards expire upon leaving the employment of the University or upon a student's graduation or leaving the University. Alumni ID cards are issued upon request after confirmation of alumni status.

For your convenience, you are now able to obtain an electronic version of the Adelphi identification card on your smartphone using the Adelphi mobile app. However, the physical ID card distributed by Public Safety remains the only official identification for access control to buildings, parking facilities, venues, and when requested by an official of the University.

Obtain a Physical ID Card

Go to the office of the Department of Public Safety and Transportation or call us.

Current students should bring a form of identification (i.e., license, passport), in addition to proof of payment, confirmation of classes, and/or other evidence that you are a currently registered student at the University.

Alumni should provide a photo ID and student number (if known) for status confirmation.

Note: The recent addition of an electronic ID card on the Adelphi app accessed through your cellphone is not meant to replace the physical ID card, which must be carried at all times while on the Garden City campus or Adelphi's other campuses.

STUDENT CONDUCT AND COMMUNITY STANDARDS

Levermore Hall, Room 014

conduct.adelphi.edu | Campus ext. 3612

Email: studentconduct@adelphi.edu

Hours: Monday–Friday, 8:30 a.m.–4:30 p.m.

All members of the Adelphi community are expected to maintain the highest standards of personal and academic integrity and are also asked to consider seriously their responsibility for shaping prevailing community standards. The Office of Student Conduct and Community Standards responds to potential allegations of violations of behavioral standards and University regulations, while respecting and protecting the rights and privileges of Adelphi students as described in the University's *Code of Conduct*.

The educational foundation upon which the conduct process is based is intended to promote responsible behavior by holding all students accountable for their actions and their impact on the campus community. Responses to misconduct are intended to be educational, providing students with vehicles for growth and development and, whenever possible, promoting responsible membership in the University community.

TITLE IX OFFICE, OFFICE OF HUMAN RESOURCES

Levermore Hall, Room 207

Email: titleix@adelphi.edu

Phone number: 516.877.4819

Hours: Monday–Friday, 8:30 a.m.–4:30 p.m.

The Title IX coordinator is on call evenings and weekends and can be reached through the Department of Public Safety and Transportation at **516.877.3511**.

The Title IX office handles cases involving sexual harassment, sexual misconduct, dating violence, domestic violence and stalking, as well as discrimination and harassment based upon an individual's protected class. No form of discrimination or harassment is tolerated on the campus. The University has established policies and procedures to ensure the well-being of all members of the campus community. Visit hr.adelphi.edu/title-ix/university-policy to see the full University Anti-Discrimination, Harassment (including Sexual Misconduct, Dating Violence, Domestic Violence, Stalking) and Retaliation Policy.

For the most recent Title IX updates, visit adelphi.edu/hr/title-ix.

Student Bill of Rights

For sexual assault, dating violence, domestic violence and stalking, all students have the right to:

1. Make a report to local law enforcement and/or the state police;
2. Have disclosures of domestic violence, dating violence, stalking and sexual assault treated seriously;
3. Make a decision about whether or not to disclose a crime or violation and participate in the judicial or conduct process and/or criminal justice process free from pressure from the University;
4. Participate in a process that is fair, impartial and provides adequate notice and meaningful opportunity to be heard;
5. Be treated with dignity and receive from the University courteous, fair and respectful healthcare and counseling services where available;
6. Be free from any suggestion that the reporting individual is at fault when these crimes and violations are committed, or should have acted in a different manner to avoid such crimes or violations;
7. Describe the incident to as few University representatives as practicable and not be required to unnecessarily repeat a description of the incident;
8. Be protected from retaliation by the University, any student, the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the University;
9. Have access to at least one level of appeal of a determination;
10. Be accompanied by an adviser of choice, who may assist and advise a reporting individual, accused or respondent throughout the judicial or conduct process, including during all meetings and hearings related to such process;
11. Exercise civil rights and the practice of religion without interference by the investigative, criminal justice, or judicial or conduct process of the University.

VETERANS

Resources for Veterans at Adelphi

Our veteran resource offices at Adelphi include the Center for Career and Professional Development, the Office of the University Registrar, the Office of Student Financial Services and Swirbul Library, which also provide veteran-specific session in the Veteran Resource Center throughout the semester. Additionally, a veteran liaison from the Mental Health Association of Nassau County's Veterans Health Alliance of Long Island visits twice a month to provide outreach and support to Adelphi veteran students. We welcome veteran students from every branch of the military to take full advantage of these resources.

The Veteran Resource Center is located in Hagedorn Hall, Room 207. Veteran events and resource information are posted outside this office on a regular basis. For additional information and resources available to veterans, visit the College of Professional and Continuing Studies at cpcs.adelphi.edu or call **516.877.3412**.

COMMUNITY SERVICES

GARDEN CITY VICINITY

For amenities and resources near the Garden City campus, go to visit.adelphi.edu. The listings have been selected because of their proximity to campus. No endorsement by Adelphi University of any of these services is intended or implied.

LONG ISLAND RAIL ROAD

mta.info/lirr

LIRR phone: 511

Easy access to the Long Island Rail Road (LIRR) is available from the Garden City campus. Travel time to Manhattan is about 45 minutes.

The Nassau Boulevard station on the Hempstead Branch is the closest station to Adelphi. Students traveling from any part of New York City (Pennsylvania Station in Manhattan, Jamaica Station in Queens or Atlantic Terminal in Brooklyn) should take the Hempstead Branch to the Nassau Boulevard station. The campus is a short walk east on South Avenue, or take the free Panther Express shuttle service to campus that operates frequently on weekdays and weekends.

Students traveling from east and north of Garden City should take the LIRR to the Mineola station. Adelphi provides free Panther Express shuttle service from Mineola to the campus frequently on weekdays and weekends. Adelphi's shuttle service schedules and LIRR schedules are available in the Department of Public Safety and Transportation (Levermore Hall, Suite 113), the Post Hall bus shelter, and the Harvey Hall-Alumnae Hall vestibule.

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SAFETY FIRST

Colleges and universities are required under federal law to publish and make available an annual campus security report, which includes, among other information, statistics on campus crime. The crime statistics for all colleges and universities required to comply with this law are available from the United States Department of Education.

Adelphi University's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Adelphi University; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, emergency response plan, timely warnings, fire statistics, missing students and other matters. The advisory committee on campus safety will provide upon request all campus crime statistics as reported to the United States Department of Education. You may obtain a copy of this report by contacting the Department of Public Safety and Transportation, Levermore Hall, Suite 113, **516.877.3500**, or by accessing **safety.adelphi.edu**.

The United States Department of Education's website for campus crime statistics is **ope.ed.gov/security**.

As a reminder, the back of any Adelphi University ID card provides you with weather advisory and alert numbers to obtain information on any possible delayed openings or school closings. To register for the University Mass Notification System, log on to eCampus (**ecampus.adelphi.edu**) and click on University Mass Notification System.

ACCREDITATION

Adelphi University, an independent, comprehensive institution, is chartered by the University of the State of New York and is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104-2680, **267.284.5000**; the New York State Education Department, 89 Washington Avenue, Albany, NY 12234, **518.474.3852**; the Commission on Collegiate Nursing Education, One Dupont Circle NW, Suite 530, Washington, D.C. 20036, **202.887.6791**; the Council on Academic Accreditation in Audiology and Speech-Language-Pathology, American Speech-Language-Hearing Association, 2200 Research Boulevard, Rockville, MD 20850-3289, **800.638.8255**; the Council on Social Work Education, 1701 Duke Street, Suite 200, Alexandria, VA 22314, **703.683.8080**; the Council for the Accreditation of Educator Preparation (CAEP), 1140 19th Street NW, Suite 400, Washington, D.C. 20036, **202.223.0077**; and AACSB International-The Association to Advance Collegiate Schools of Business, 777 South Harbor Island Boulevard, Suite 750, Tampa, FL 33602-5730, **813.769.6500**.

EQUAL OPPORTUNITY AND NOTICE OF NONDISCRIMINATION

Adelphi University is committed to extending equal opportunity in employment and educational programs and activities to all qualified individuals and does not discriminate on the basis of race, religion, age, color, creed, sex, marital status, sexual orientation, ethnicity, national origin, disability, genetic predisposition or carrier status, veteran status, status as a disabled or Vietnam-era veteran, gender expression, or any other basis protected by applicable local, state or federal laws. Adelphi University does not discriminate on the basis of sex or gender in any education program or activity it operates as required by Title IX. All questions regarding Title IX should be referred to Title IX Coordinator and Director of Equity and Compliance, Renaire Frierson, Room 207, Levermore Hall, **516.877.4819**, **titleix@adelphi.edu**. The discrimination coordinator for student concerns pursuant to Section 504 of the Rehabilitation Act of 1973 is Rosemary Garabedian, Director of the Student Access Office, Post Hall, **516.877.3145**, **sao@adelphi.edu**; the discrimination coordinator for employee concerns pursuant to Section 504 of the Rehabilitation Act of 1973 is Jane Fisher, Director of Talent Management and Labor Relations, Room 203, Levermore Hall, **516.877.3222**; the coordinator of Title VII and the affirmative action officer is Renaire Frierson, Title IX Coordinator and Director of Equity and Compliance, Room 207, Levermore Hall, **516.877.4819**.