

# **Student-Athlete Survival Guide**

**2019**



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**University of Louisiana at Lafayette**  
**Spring 2019 Calendar**  
 Updated 08/01/2018

Subject to Change

<b>CALENDAR KEY INFORMATION</b> For up to date calendar information <a href="http://registrar.louisiana.edu/registration/academic-calendar">http://registrar.louisiana.edu/registration/academic-calendar</a>	<b>SPRING</b> FULL TERM JAN 16 – MAY 10	<b>A-TERM</b> 1 <sup>ST</sup> HALF TERM JAN 16 – MAR 12	<b>B-TERM</b> 2 <sup>ND</sup> HALF TERM MAR 18 – MAY 7
<b>Deadline to Pay Tuition/Fees and Retain Schedule</b> Nonpay students may have their classes dropped.	January 9	January 9	TBA
Semester Begins (For Faculty)	January 14	-	-
<b>All First-Time Freshmen must enroll in UNIV 100 and are required to report to their UNIV 100 class</b> on Tuesday, January 15. This class will meet from 8 am to 5 pm. All other classes will begin January 16.	January 15	-	-
<b>Classes Begin</b>	January 16	January 16	March 18
<i>Holiday: Martin Luther King Day (Offices Closed)</i>	January 21	January 21	-
<b>Last Day for Dropping or Adding Classes</b>	January 23	January 18	March 20
Last Day to Apply for Candidacy (Graduate School)	January 25	January 25	January 25
Census Day (Spring Semester - 14 <sup>th</sup> class day/ A and B Term – 7 <sup>th</sup> Class Day)	February 5	January 25	March 26
Graduate Foreign Language Examinations	February 7	February 7	February 7
<i>Holiday: Mardi Gras</i>	March 4 - 6	--	
<b>Deadline for Spring 2019 Degree Candidates:</b> Last Day to Apply for Graduate Degree Last Day to Apply for Baccalaureate Degree	March 8	March 8	March 8
<b>Deadline for Summer/Fall 2019 Degree Candidates:</b> For priority registration appointment, degree candidates must submit the application for degree.	March 8	March 8	March 8
Advising Session for Summer/Fall	March 18 - 29		
Graduate Foreign Language Examinations	April 15	April 15	April 15
Last Day to Submit Defended Copy of Theses or Dissertations for Graduate School Editing and Final Approval	April 15	April 15	April 15
Last Day to Drop with Grade of W	*April 22	February 8	April 17
Last Day to Resign from the University	*April 22	*April 22	*April 22
Last Day to Change an Incomplete Grade, Earned in the Fall 2018 or Winter Intercession 2018, Before It Becomes a Permanent Grade of 'F'	*April 22	*April 22	*April 22
<i>Holiday: Easter/Spring Break</i>	<b>*Monday, April 15 through Friday, April 19</b>		
Last Day to Submit Final Copies of Theses or Dissertations	April 29	April 29	April 29
Last Day to Complete Graduate Written and/or Oral Examinations	April 29	April 29	April 29
<b>Dead Days:</b> No organized activities scheduled by any campus organization and no examinations in classes except for make-up exams and finals in laboratory courses, which consists of laboratory experience only.	Wednesday, May 1 (8pm) - Sunday, May 5		
<b>Last Day of Classes</b>	May 3	March 12	May 7
<b>Final Examinations</b> Exams Mid-Exam Study Day Exams Continue	May 6 - 7 May 8 May 9 - 10	March 12 - -	May 7 - -
<b>Semester Ends</b>	May 10	March 12	May 7
<b>Last Day for Faculty to Submit Final Grades to the Registrar's Office (noon deadline)</b>	May 13	March 14	May 13
<b>Spring Commencement Exercises</b>	Friday, May 17		

\*Updated: 07/16/2018 – Easter/Spring Break changed

07/24/2018 – Last Day to Drop with a W changed

08/01/2018 - Last Day to Drop/Resign and Change an Incomplete changed due to Easter/Spring Break Holiday (from Apr 18 to Apr 22)

**University of Louisiana at Lafayette**  
**Summer 2019 Calendar**  
Updated 12/11/2018

(Subject to Change)

CALENDAR KEY INFORMATION For up to date calendar information <a href="http://registrar.louisiana.edu/registration/academic-calendar">http://registrar.louisiana.edu/registration/academic-calendar</a>	SUMMER FULL TERM JUN 10 – AUG 2	A-TERM 1 <sup>ST</sup> HALF TERM JUN 10 – JUL 5	B-TERM 2 <sup>ND</sup> HALF TERM JUL 8 – AUG 2
<b>Deadline To Pay Tuition/Fees And Retain Schedule</b>	<b>May 29</b>	<b>May 29</b>	<b>June 26</b>
<b>Student Classes Dropped For Nonpayment Of Tuition/Fees</b>	<b>June 3</b>	<b>June 3</b>	<b>July 1</b>
Semester Begins (For Faculty)	June 5	--	--
<b>Classes Begin</b>	<b>June 10</b>	<b>June 10</b>	<b>July 8</b>
<b>Last Day for Dropping or Adding Classes</b>	<b>June 12</b>	<b>June 11</b>	<b>July 9</b>
Census Day (Summer - 7 <sup>th</sup> class day/ A and B Term – 3 <sup>rd</sup> Class Day)	June 18	June 12	July 10
<u>Deadline for Summer 2019 Degree Candidates:</u> Last Day to Apply for Graduate Degree Last Day to Apply for Baccalaureate Degree	June 19	June 19	June 19
Last Day to Apply for Candidacy (Graduate School)	July 2	July 2	July 2
<i>Holiday:</i> Independence Day	July 4	July 4	--
Last Day to Submit Defended Copy of Theses or Dissertations for Graduate School Editing and Final Approval	July 12	July 12	July 12
Graduate Foreign Language Examinations	July 15	July 15	July 15
Last Day to Drop with Grade of W Last Day to Resign from the University	July 18	June 25	July 23
Last Day to Submit Final Copies of Theses or Dissertations Last Day to Complete Graduate Written and/or Oral Examinations	July 26	July 26	July 26
<b>Last Day of Classes</b>	<b>July 31</b>	<b>July 5</b>	<b>Aug 2</b>
<b>Final Examinations</b>	<b>Aug 1-2</b>	<b>July 5</b>	<b>Aug 2</b>
<b>Summer Session Ends</b>	<b>Aug 2</b>	<b>July 5</b>	<b>Aug 2</b>
<b>Last Day for Faculty to Submit Final Grades to Registrar's Office (noon deadline)</b>	<b>Aug 5</b>	<b>July 8</b>	<b>Aug 5</b>
<b>Summer Commencement Exercises</b>	<b>Friday, August 9</b>		

Updated: 07/24/2018 Last Day to Drop with a W  
09/25/2018 Deadline to Pay and Classes Dropped  
12/11/218 Classes Dropped for Nonpay

# University of Louisiana at Lafayette

## Fall 2019 Calendar

(Updated 12/11/2018)

(Subject to Change)

<b>CALENDAR KEY INFORMATION</b> For up to date calendar information <a href="http://registrar.louisiana.edu/registration/academic-calendar">http://registrar.louisiana.edu/registration/academic-calendar</a>			
	<b>FALL</b> <b>FULL TERM</b> <b>AUG 26 – DEC 13</b>	<b>A-TERM</b> <b>1<sup>ST</sup> HALF TERM</b> <b>AUG 26 – OCT 15</b>	<b>B-TERM</b> <b>2<sup>ND</sup> HALF TERM</b> <b>OCT 21 – DEC 10</b>
<b>Deadline To Pay Tuition/Fees And Retain Schedule</b>	<b>August 14</b>	<b>August 14</b>	<b>October 9</b>
<b>Student Classes Dropped For Nonpayment Of Tuition/Fees</b>	<b>August 19</b>	<b>August 19</b>	<b>October 14</b>
Semester Begins (For Faculty)	August 21	-	-
<b>All First-Time Freshmen must enroll in UNIV 100 and are required to report to their UNIV 100 class</b> on Thursday, August 22. This class will meet from 8 am to 5 pm. All other classes will begin August 26.	August 22	-	-
<b>Classes Begin</b>	<b>August 26</b>	<b>August 26</b>	<b>October 21</b>
<b>Last Day for Dropping or Adding Classes</b>	<b>August 30</b>	<b>August 28</b>	<b>October 23</b>
<i>Holiday: Labor Day</i>	September 2		-
Last Day to Apply for Candidacy (Graduate School)	September 13	September 13	September 13
Census Day (Fall/Spring Semester - 14 <sup>th</sup> class day/ A and B Term – 7 <sup>th</sup> Class Day)	September 13	September 4	October 29
Graduate Foreign Language Examinations	September 23	September 23	September 23
<b>Deadline for Fall 2019 Degree Candidates:</b> Last Day to Apply for Graduate Degree Last Day to Apply for Baccalaureate Degree	September 27	September 27	September 27
<b>Deadline for Spring 2020 Degree Candidates:</b> For priority registration appointment, degree candidates must submit the application for degree.	September 27	September 27	September 27
<i>Holiday: Fall Holiday (subject to change)</i>	October 3 - 4		-
Advising Session for Spring Begins	October 21 – November 1		
Last Day to Drop with Grade of W Last Day to Resign from the University	November 7	September 18	November 11
Last Day to Change an Incomplete Grade Earned in the Spring 2019, Sum Int 2019, Summer 2019 Before It Becomes a Permanent Grade of "F"	November 7	November 7	November 7
Graduate Foreign Language Examinations	November 11	November 11	November 11
Last Day to Submit Defended Copy of Theses or Dissertations for Graduate School Editing and Final Approval	November 11	November 11	November 11
Last Day to Submit Final Copies of Theses or Dissertations Last Day to Complete Graduate Written and/or Oral Examinations	November 25	November 25	November 25
<i>Holiday: Thanksgiving</i>	Thursday-Friday, November 28 - 29		
<i>Dead Days: No organized activities scheduled by any campus organization and no examinations in classes except for make-up exams and finals in laboratory courses, which consists of laboratory experience only.</i>	Wednesday, December 4 (8pm) – Sunday, December 8		
<b>Last Day of Classes</b>	December 6	October 15	December 10
Final Examinations Exams Mid-Exam Study Day Exams Continue	December 9-10 December 11 December 12-13	October 15	December 10
<b>Semester Ends</b>	<b>December 13</b>	<b>October 15</b>	<b>December 10</b>
<b>Last Day for Faculty to Submit Final Grades to Registrar's Office (noon deadline)</b>	<b>December 16</b>	<b>October 17</b>	<b>December 16</b>
<b>Fall Commencement Exercises</b>	<b>Friday, December 20</b>		

Revised: 12/11/2018 (Fee Deadline Dates)

## **Services Provided by Your Academic Counselor**

- **Advising** – Your academic counselor can help you find classes that you will need to take throughout your collegiate career. Your academic counselor will also help guide you through your curriculum and make sure you are taking what you need to graduate in a timely manner.
- **Scheduling** – Your academic counselor is aware of practice times for your sport, knows your travel schedule, and is knowledgeable about the professors at the University. Your academic counselor can help you select the courses that will give you the best opportunity to succeed.
- **Adding and Dropping classes** – You have an athletic hold on your account at all times. This is in place to monitor your classes and eligibility. Drops must be approved by academic counselors **and** your coach.
- **Major exploration** – Not sure what you want to do? Your academic counselor can help guide you to a major that is interesting to you and that is best suited for your skill set. If you want to change your major, you need to speak with your academic counselor first so he/she can make sure you are eligible in your intended major.
- **Tutoring** – Need a little extra help in a class? Student-Athlete Academic Services offers free tutoring to all of our student-athletes. Please see instructions on scheduling a tutor on our website at [www.studentathlete.louisiana.edu](http://www.studentathlete.louisiana.edu) or refer to your student-athlete survival guide.
- **Grade Checks** – Student-Athlete Academic Services will send grade checks to your professors three times during the semester. This information allows academic counselors and support staff to evaluate your current progress in the class. Steps can then be taken, if necessary, to assist you in making improvements.
- **Academic Improvement Plans** – If you are marked at-risk in a class you will work on an academic improvement plan with your academic counselor or your academic mentor. These documents are made to resolve any problem that you are facing in the respective class.
- **Open-door policy** – If you have questions about anything, whether they are related to academics or not, feel free to ask any staff members in Student-Athlete Academic Services. Our job is to support you in any way we can.

# Academic Student-Athlete Survival Guide

## Do's

- Talk to your professors on the first day of class. Let them know you are a student-athlete, what sport you play, and if you will be traveling this semester.
- Check your emails regularly.
- Read the syllabus.
- Sit in the first two rows.
- Pay attention.
- Be involved in class.
- Show up on time or better yet, early.
- Let your professor know when you will be missing class and make arrangements for assignments you will be missing.
- Don't be afraid to ask questions or ask for help. If you don't speak up, the professor will assume you understand and move on.
- Ask for tutoring, even if you aren't failing a class. Tutors can help you understand a concept you have trouble with. They can help you turn a B into an A.
- Let your trainer and your academic counselor know when you are sick or will miss class.
- Work on time management. Make sure you take care of school work before free time, but also find time to enjoy yourself.
- Make a calendar or keep a planner to stay on top of due dates and appointments.
- BE NICE TO EVERYONE!!! You never know when you will need their help.

## Don'ts

- Don't be late to class.
- Don't miss class for any reason other than team travel.
- Don't rely on the teacher to contact you about missing assignments.
- Don't wear headphones in class.
- Don't sleep in class.
- Don't sit in the very back.
- Don't be rude to the professor.
- Don't plagiarize or cheat.
- Don't talk out of turn in class.
- Don't use profanity or derogatory language.
- Don't sign other students in or out of study hall.
- Don't make assumptions about your academic standing. Always follow up with your professor or your academic counselor.
- Don't share electronic media such as jump drives, laptops, etc.
- Don't sign the roll for other students.



# Instructions for Getting Books

## (Student-Athletes)

### If you are on book scholarship:

- 1) Visit Student-Athlete Academic Services in Dupre Library room 351.
- 2) Ms. Terry or a member of the office staff will be able to provide you a book voucher.
- 3) You must bring your **VOUCHER**, a **PICTURE ID** and your class **SYLLABI** to the **UNIVERSITY BOOKSTORE IN THE STUDENT UNION**.
- 4) Once you enter the bookstore, go to the second floor and retrieve your books.
- 5) Next, go to the customer service counter and they will assist you.

**THESE BOOKS ARE NOT YOURS TO KEEP. YOU MUST RETURN ALL BOOKS AND I-CLICKERS DURING FINAL EXAM WEEK. FAILURE TO RETURN YOUR BOOKS WILL RESULT IN A HOLD BEING PLACED ON YOUR ACCOUNT FOR THE COST OF THE BOOKS.**

You will be notified by email and by your coach of the dates and times book returns will take place and where. This information will also be posted on our website at [www.studentathlete.louisiana.edu](http://www.studentathlete.louisiana.edu) and on our social media sites.

In the event your books are not available at the Bookstore **OR** you were instructed to purchase your books online **OR** if you have to order an online simulation game or code, **DO NOT MAKE THIS PURCHASE OUT OF POCKET**. Please come to **Student-Athlete Academic Services** for instructions.

### If you are not on book scholarship:


- 1) You will have to purchase books on your own.
- 2) You could buy books from the University Bookstore or you can rent them from various other companies such as Amazon.com or TRI Textbook Rentals.



# Instructions for Requesting a Tutor

## (Student-Athletes)

- 1) Go to **www.louisiana.gradesfirst.com**
- 2) **Sign in** with your as your username and you password (same as ULINK) \*\*You will see your home screen and your study hall statistics on this page.



### Student Home

[Class Information](#)
[Reports](#)
[Calendar](#)
[Send a Message](#)

#### Classes This Term

Actions	CLASS NAME	PROFESSOR	DAYS/TIMES	MID	FINAL
<input type="checkbox"/>	BLAW 310-7 Legal Environment of Business	<a href="#">Thomas Long</a>	T 6:00p-8:50p Moody Annex		
<input type="checkbox"/>	MATH 250-1 Survey of Calculus	<a href="#">Mark Moodie</a>	MWF 8:00a-8:50a Maxim Doucet Hall		
<input type="checkbox"/>	MGMT 365-5 Human Resources Management	<a href="#">Catherine Chauvin</a>			
<input type="checkbox"/>	MKTG 380-1 Promotional Strategy and MGMT	<a href="#">Stacey Chamberlain</a>	TR 12:30p-1:45p F. G. Mouton Hall		
<input type="checkbox"/>	PHIL 316-2 Professional Ethics	<a href="#">Andrea Conque</a>	TR 2:00p-3:15p HL Griffin Hall		
<input type="checkbox"/>	QMET 251-1 Fund of Business Statistics	<a href="#">David Stevens</a>	MWF 10:00a-10:50a Moody Annex		


Get Tutoring

Quick Links

Take me to...

[School Information](#)

Study Hall Information



Study Hall Stats

**Today:**  
50min

**This Week:**  
50min

**Required Time:**  
4hr 0min

**Last Week:**  
3hr 33min

- 3) Click on the blue button that says **“Get Tutoring”**
- 4) On the Schedule a Tutoring Appointment screen, **select the course —CLICK “NEXT”**
- 5) On the Schedule a Tutoring Appointment screen, **choose the location** (it will ALWAYS be Student-Athlete Academic Services —Study Hall)—**CLICK “NEXT”**. *\*You will also have the option to type in the name of a tutor, but if you do not have a preference you can skip this step.*

Reason > Location & Tutor > Select Time > Confirm

### Schedule Tutor Appointment

What location do you prefer?

— please select a location for the appointment —

— please select a location for the appointment —

Student-Athlete Academic Services - Study Hall

◀ Back

Next ▶

- 6) **Select an option** from the available days and times —**CLICK “NEXT”** *\*If the times/days listed do not fit with your schedule, see a member of the Student-Athlete Academic Services staff.*

Reason > Location & Tutor > Select Time > Confirm

### Schedule Tutor Appointment

Appointment Times This Week

Mon, Feb 18	Tue, Feb 19	Wed, Feb 20	Thu, Feb 21	Fri, Feb 22
Morning N/A	Morning N/A	Morning N/A	Morning 3 Available	Morning 1 Available
Afternoon N/A	Afternoon 2 Available	Afternoon 3 Available	Afternoon 5 Available	Afternoon N/A

View the times you can see a staff member without an appointment.

[Request Tutor Appointment](#)

[Back](#) [Next](#)

- 7) Review the appointment you have scheduled and include what you would like to cover during your appointment in the comments section – **CLICK “CONFIRM APPOINTMENT”**

Reason > Location & Tutor > Select Time > Confirm

### Schedule Tutor Appointment

Your appointment has not been scheduled yet. Please review and click Confirm Appointment to complete.

#### Appointment Details

**Who:** [Name]  
**Why:** MATH 250 Survey of Calculus

**When:** Friday, February 22  
11:00am - 12:00pm  
**Where:** Student-Athlete Academic Services - Study Hall

#### Additional Details

Is there anything specific you would like to discuss?

Comments for your tutor...

Would you like to set a reminder?

[Send Me an Email](#) [Send Me a Text](#)

Email will be sent to c00401865@louisiana.edu

1-775-386-0908

[Back](#) [Confirm Appointment](#)

- 8) You will receive an email confirmation for the appointment ( the email will come to your University email).

## Student-Athlete Academic Services Registration Checklist

The following checklist is designed to help you with advising and registration for the upcoming semester.

- ☐ Check ULINK for the following ("Registration" Tab):
  - ✓ Advisor's name and contact information.
  - ✓ Registration "holds" that will prevent you from enrolling in classes.
  - ✓ Registration appointment date/time. This is when you can begin to schedule your classes.
  
- ☐ Determine your advisor's preference to meet for advising (e.g. sign – up sheet; email). Make an appointment to meet with your advisor. **Only sign up for a day/time that does not conflict with classes, athletic commitments, etc.** Mark the date on your calendar and show up on time.
  
- ☐ Review your curriculum to determine course options. Make a list of courses you want to take and possible alternatives. If you do not have a copy of your curriculum sheet, check on the [www.louisiana.edu](http://www.louisiana.edu) website under your academic college. You may be able to print a copy. Mark off courses you have already completed.
  
- ☐ Identify the days/times and the instructors (if applicable) of the courses you plan to schedule. The Schedule of Classes is located under the "Registration" tab on ULINK. You can search by course and section. Make sure you select the correct term ( Spring/Summer/Fall)
  
- ☐ When meeting with your advisor, request a copy of your current curriculum cross check sheet which identifies all of the courses you have completed towards your degree program.
  
- ☐ Remind your advisor to remove your advising hold.
  
- ☐ After meeting with your advisor, your signed blue advising form will serve as your guide in scheduling classes. If you are a student-athlete, bring this form to Student-Athlete Academic Services with a list of classes you want to take the following term(s). The checklist below will include information specific to student-athletes.

**Check the following:**

- √ Did you include the 3 digit section number or the 5 CRN for each course?
- √ Is your phone number listed on your advising form should we need to contact you?
- √ Do you meet the pre-requisites? Check the University bulletin at Catalog <http://catalog.louisiana.edu>. Select the year that you are currently following and access the "Course Descriptions" section. You can also access this information from the Schedule of Classes when you click on the CRN of the course. **If you are currently enrolled in a pre-requisite make sure you adjust your schedule accordingly should you fail the pre-req.**
- √ Are you repeating a class? Check with your Academic Counselor to determine if the course was already counted toward your NCAA eligibility requirements.
- √ Do your class times conflict with practice and/or workouts? Check with your coach!
- √ Do you have a night or afternoon class for which you will be missing several classes due to travel or home games?
- √ Do you have enough hours to maintain a full-time schedule in the event you need to drop a course (e.g. 5 credit MATH 103/104 course)?
- √ Can you realistically handle the course load, particularly if you are in-season?
- √ **Do you plan to cross-enroll at SLCC?** If so, your Academic Counselor will guide you through the process.

☐

Get a copy of your schedule and review it carefully. Make any necessary adjustments as soon as possible to avoid closed classes. Finalize your schedule by the last day of Add/Drop.

☐

**Attending summer school at another college or university?**

Obtain a copy of the course description(s) from the university's catalog/bulletin. Submit the description and the "Request for Approval of Transfer of Credits" form to your academic college Dean's office. Do not enroll in the course until you have written approval that the course will be accepted in your degree program. Notify your Academic Counselor of your summer school plans.

**Do not make changes to your schedule without consulting your academic counselor. It could affect your eligibility!**