

### HOW TO CALCULATE GPA:

Your student's grade point average, or GPA, is their cumulative grade average. Auburn University uses a 4.0 grading scale. The following grades and the quality hours associated with them are used for determining the grade point average. In order to determine student's GPA, multiply the grade quality points by course hours; then divide by the total number of hours.

- A** (*superior*) equals 4.0
- B** (*good*) equals 3.0
- C** (*acceptable*) equals 2.0
- D** (*passing*) equals 1.0 (*D is failing for graduate students*)
- F** (*failure*) equals 0.0
- FA** (*failure/absences*) equals 0.0
- WF** (*withdrawn failing*) equals 0.0

### COURSE ADD POLICY:

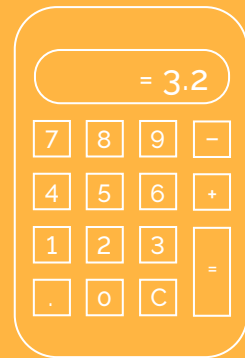
Within the first five days of classes each fall and spring semester, your student can add themselves to a course through AU Access. After the fifth class day, if your student wishes to add a course, he or she needs to go directly to the academic department to register for that request.

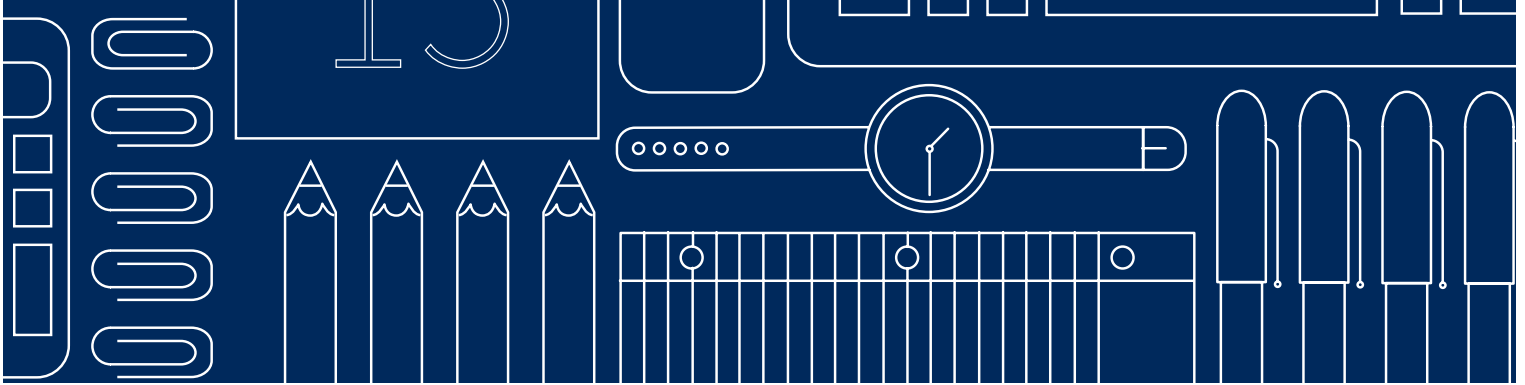
The university allows each department the ability to add students to courses though the 15th day of classes. As a practical matter, if a student wishes to add a course, it is strongly recommended that he or she do so no later than the first day of the semester.

### SAMPLE GRADE REPORT:

COURSE	HOURS	GRADE	QUALITY POINTS
Biology 1020	4	A (4 points)	16 (4 x 4 = 16)
English 1100	3	B (3 points)	9 (3 x 3 = 9)
History 1010	3	A (4 points)	12 (3 x 4 = 12)
Math 1610	4	C (2 points)	8 (4 x 2 = 8)
UNIV1050: <i>Success Strategies</i>	1	B (3 points)	3 (1 x 3 = 3)
	<b>15 Hours</b>		<b>48 Quality Points</b>

48 Quality Points divided by 15 Credit Hours = 3.2 GPA





### DROP POLICY:

In the university's academic calendar, three periods of each fall and spring semester are noted:

- Within the first 15 days of the semester your student may drop a course online, receive a refund if necessary, and the course will not become part of the student's permanent transcript. Note that a \$100 fee may be charged for each course dropped on the 6th - 15th days of class.
- Between the 16th day of the semester and the 36th class day, your student may drop the course online, but cannot receive a refund and the course will be recorded on your student's permanent transcript as withdrawn.
- After the 36th class day, your son or daughter may not drop a course except in cases of extremely unusual circumstances (chronic illness, death in the immediate family, etc.), in which documentation is required. If permission to drop is granted, a grade of "W" or "WF" will be recorded on the permanent transcript.

For summer semesters the academic calendar is modified.

### WITHDRAWAL POLICY:

No grade penalty is assigned for withdrawing from a course on or before the 36th class day. A student who withdraws from a course prior to the 15th class day will have no grade assignment; however after the first 15 days a "W" (withdrawn passing) grade will be recorded for the course.

A "WF" (withdrawal failing) occurs if your student officially dropped a course with the permission of their dean, but is failing at the time of withdrawal. If a "WF" is recorded, it is considered the same as an "F" and will be calculated as such.

### ACADEMIC WARNING AND SUSPENSION:



You may know this policy as "Academic Probation," but at Auburn, Academic Warning occurs when a student's cumulative GPA falls below a 2.0. If your student is placed on Academic Warning, they must do one of two things in order to avoid Academic Suspension. Your student must earn a semester GPA of 2.2 or higher, or earn a cumulative GPA based on the table below:

If your student has earned this amount of credit hours...	...he or she must meet or exceed this cumulative GPA in order to avoid suspension.
0 - 30.999 (freshman)	1.50
31 - 60.999 (sophomore)	1.80
61 - 90.999 (junior)	1.90
91 or more	1.97

If your student is unable to meet the requirements of this scale, he or she is placed on Academic Suspension. During this time, your student may not be enrolled at the university for a minimum of one semester, not including the summer semester. If your student is placed on Academic Suspension for a second time, they must wait two semesters to re-enroll. A student who receives a third Academic Suspension will be expelled from Auburn.

# STUDENT POLICIES

## STUDENT POLICY EHANDBOOK:

During your student's time at Auburn, it is important to be familiar with the eHandbook and the policies that it outlines. You can view the eHandbook at [www.auburn.edu/policies](http://www.auburn.edu/policies). Below are a few of the policies that you may want to be familiar with:

## ACADEMIC HONESTY CODE:

At Auburn, we value honesty and integrity in all students. It is important to understand the Academic Honesty Code in order to ensure that your student never violates this policy. To review policies listed in the honesty code, please visit [www.auburn.edu/studentpolicies](http://www.auburn.edu/studentpolicies).

## STUDENT CONDUCT:

Auburn University Student Center, Suite 3231  
255 Heisman Drive  
[www.auburn.edu/studentconduct](http://www.auburn.edu/studentconduct)  
(334) 844-1305

The Office of Student Conduct is responsible for the administration of the Code of Student Conduct and provides a fair and educational student conduct process for students and student organizations. The Office of Student Conduct educates the Auburn University community about student's responsibilities, rights, and expectations. Additionally, Dean's Certification, or disciplinary clearance requests, are processed and completed by the Office of Student Conduct.

The most common violation of the Code of Student Discipline relates to the underage consumption/possession of an alcoholic beverage or public intoxication. Students found responsible for violating the alcohol policy may be required to participate in Tiger Education Screening Intervention (TESI), an Auburn University sponsored alcohol education program. Students could also be assigned community service or disciplinary probation. Students who are found in violation of the alcohol policy at an Auburn University athletic event will be

removed from the event and may face the loss of student ticket privileges in addition to the above sanctions.

When students under the age of 21 are found responsible either for an alcohol or drug violation of the Code of Student Conduct, the Office of Student Conduct will notify parents/guardians in writing. The letter will contain information regarding the violation of the code that occurred.

Should your student be referred to Student Conduct, your best role is to serve as a support system and encourage them to take an active role in resolving the issue. Your student can be instrumental in improving the Auburn experience for all students by reporting inappropriate conduct. Parental involvement and support greatly increases the likelihood of a student reporting concerns to Student Conduct.

The Office of Student Conduct sponsors the campus-wide Be The Creed campaign. The campaign utilizes the existing Auburn Creed to promote good decision making, honesty, and respect among Auburn students. Students are able to actively participate in the campaign by applying to be a Creed Ambassador. Dr. George Petrie wrote the Creed, the Auburn family believes in the Creed, and we want all students to live the Creed.



# ACADEMIC SERVICES

## OFFICE OF THE REGISTRAR:

Langdon Hall Basement  
152 S. College Street  
[www.auburn.edu/registrar](http://www.auburn.edu/registrar)  
(334) 844-2544

The Office of the Registrar assists students with a myriad of academic issues including registration, maintaining academic records, and verifying transcripts.

### Services offered through the Office of the Registrar:

- Addresses registration concerns for adding and dropping classes
- Administers letters of verification and enrollment certification
- Confers degrees and issues Auburn University Diplomas
- Determines graduation status of students
- Establishes and assigns registration time tickets
- Evaluates transfer credit
- Grants and processes all documentation regarding in-state residency
- Houses and generates official transcripts
- Informs students of their academic standing and processes academic appeals
- Offers Advance Placement (AP), International Baccalaureate (IB), and College Level Examination Program (CLEP) information
- Oversees the final exam schedule, AU Bulletin, and Degree Works
- Processes readmissions
- Provides letters of verification and enrollment certification
- Serves as a point of contact for students to update information changes such as name, address, and points of contact
- Withdrawal and resignation information

## RALPH BROWN DRAUGHON LIBRARY:

231 Mell Street  
[www.lib.auburn.edu](http://www.lib.auburn.edu)  
(334) 844-1738

Commonly referred to as "RBD," the Ralph Brown Draughon Library contains over 3.2 million volumes, 2.6 million government documents, 2.5 million microforms, and over 148,000 maps for students to utilize. The library is home to Academic Support, a Media and Digital Resource Laboratory, Special Collections and Archives, Miller Writing Center, and the Learning Commons. Library hours are extremely flexible to meet the needs of students and their schedules.

## MILLER WRITING CENTER:

Ralph Brown Draughon Library, 2nd Floor  
231 Mell Street  
\*Additional locations listed at the website below  
[www.auburn.edu/writingcenter](http://www.auburn.edu/writingcenter)  
(334) 844-7475



The Miller Writing Center, a component of the Office of University Writing, offers free, one-on-one consultations for all students. The highly trained staff of undergraduate and graduate peer tutors can help students at any point in their writing process. Students can bring in a variety of assignments including, but not limited to: essays, research papers, lab reports, presentations, and cover letters. The Writing Center helps students' writing skills, regardless of their major.

## ACADEMIC SUPPORT:

0176B Ralph Brown Draughon Library  
321 Mell Street  
[www.auburn.edu/academicsupport](http://www.auburn.edu/academicsupport)  
(334) 844-5972

Academic Support is an office dedicated to helping students refine and strengthen the academic skills necessary for success at Auburn University. The goal of Academic Support is not only to help students pass their classes, but to assist them in becoming independent learners. The strategies that students gain by using their services will enhance their learning in and out of the classroom during their time at Auburn and beyond.

Their services include:

- Study Partners – free, one-on-one peer tutoring
- Supplemental Instruction (SI) – directed course specific study groups
- Academic Coaching – individual sessions to help students with specific academic skills
- Study Smart – a non-credit class for students on academic suspension.



## STUDENT SUPPORT

### AUBURN CARES

Auburn University Student Center, Suite 3231  
255 Heisman Drive  
[www.auburn.edu/studentadvocacy](http://www.auburn.edu/studentadvocacy)  
(334) 844-1305

Many students experience difficulties during college from either academic or personal causes. Common stressors include medical, mental health, personal or family crisis, illness, or injury. These life events can interfere with a student's ability to attain their goals, both inside and outside the classroom.

Auburn Cares works collaboratively with students to identify resources and develop personal action plans. Services offered include, but are not limited to: navigating campus and community resources, exploration of and referral for mental health concerns, coordination and follow-up during and after an illness or injury, financial hardship assistance, problem resolution, and crisis management. The Auburn Cares office also operates the Campus Food Pantry, which assists students struggling with food insecurity.

### STUDENT COUNSELING SERVICES

Auburn University Medical Clinic, Suite 2086  
400 Lem Morrison Drive  
[www.auburn.edu/scs](http://www.auburn.edu/scs)  
(334) 844-5123

Student Counseling Services (SCS) provides comprehensive preventative and clinical mental health services to Auburn students. All enrolled Auburn University students are eligible for free psychological counseling. Psychiatric services are available on a limited basis and may require utilization of your family or student's health insurance. Both the counseling and psychiatric services of SCS are intended to provide short-term assistance to students dealing with personal, mental health, and educational concerns that may be barriers to their academic progress.

### OFFICE OF ACCESSIBILITY

1228 Haley Center  
351 W. Thach Concourse  
[accessibility.auburn.edu](http://accessibility.auburn.edu)  
(334) 844-2096

The Office of Accessibility provides academic accommodations to students with disabilities. In order to receive special accommodations, the student must initiate and participate in the process of applying for and receiving accommodations.

This process begins with your student completing our online intake and FERPA forms which can be found in AU Access on the My Academics Tab > Academic Accommodations and Accessibility > Begin the Process for Accommodations. The next step is submitting disability documentation for our office to review. Once this occurs, we will email your student's Tigermail account and request an appointment to establish accommodations. Any questions you may have in the meantime, please do not hesitate to contact our office at (334) 844-2096 or visit the Office of Accessibility website.

### VETERANS RESOURCE CENTER

217 Foy Hall  
282 W. Thach Avenue  
[www.auburn.edu/veterans](http://www.auburn.edu/veterans)  
(334) 844-8167

The mission of the Auburn University Veterans Resource Center (AUVRC) is to assist veterans, guardsmen, reservists, active duty, military dependents and survivors, who receive Veteran Affairs (VA) educational benefits, to transition successfully into both campus and community

The AUVRC devotes timely and comprehensive support and a range of services for current and former military service members, including eligible military dependents, by collaborating with VA representatives, the AU community, and civilian-advocate organizations.



## CAMPUS LIFE

### OFFICE OF STUDENT INVOLVEMENT

Auburn University Student Center, Suite 3130  
255 Heisman Drive  
[www.auburn.edu/involve](http://www.auburn.edu/involve)  
(334) 844-4788

The Service branch provides opportunities for students to serve the local. In this area your student will find programs like AU Dance Marathon, Alternative Student Breaks, IMPACT, The Big Event and many more.

The Student Organizations branch is home to more than 400 student-run organizations on campus. These organizations range from honors and academic groups to special interests to cultural groups. If there is an organization that we don't offer, then your student can start that group on campus.

The Student Governance branch is home to the Student Government Association (SGA). SGA is also constantly working with administrators on campus to ensure that the students' needs are being met while also providing fun programming activities for all students. SGA implemented a feedback system called Auburn Answers that students can submit their concerns through regarding anything on campus; a student serving in SGA will relay that concern to an administrator and work to resolve the problem.

The Student Programming branch houses University Program Council, known around campus as UPC. UPC is a student-led programming board that works to bring a variety of events to campus for students to enjoy. All UPC events are free to students.

Students can find a full listing of organizations by logging on to [www.auburn.edu/aiinvolve](http://www.auburn.edu/aiinvolve).

### OFFICE OF GREEK LIFE

Auburn University Student Center, Suite 1115  
255 Heisman Drive  
[www.auburn.edu/greeklife](http://www.auburn.edu/greeklife)  
(334) 844-4600



The Office of Greek Life is home to 53 fraternity and sorority chapters that are all nationally recognized as members of the Interfraternity Council (IFC), Multicultural Greek Council (MGC), National Pan-Hellenic Council (NPHC), and National Panhellenic Council (Panhellenic). Over one-third of Auburn's undergraduates are members of these groups.

Auburn University has a strict no-hazing policy. If your student joins an organization and you feel like hazing is happening, please contact the Office of Greek Life to make a confidential report. The more information you are able to provide, the better prepared Greek Life will be to initiate an investigation and make students safer.

### STUDENT LEADERSHIP PROGRAMS

Auburn University Student Center, Suite 3130  
255 Heisman Drive  
[emerge.auburn.edu](http://emerge.auburn.edu)  
(334) 844-4233

Student Leadership Programs is home to Emerge at Auburn University. Emerge is a dynamic leadership program aimed at helping Auburn students develop the leadership skills to lead on campus, in the community, and in their future career field. In its first year, Emerge was home to over 1,000 freshman students.

### CROSS CULTURAL CENTER FOR EXCELLENCE

Auburn University Student Center Suite 1330  
255 Heisman Drive  
[www.auburn.edu/diversity](http://www.auburn.edu/diversity)  
(334) 844-2976

The Cross-Cultural Center is here to help facilitate an inclusive learning experience and provide multiple support services, for current and prospective underrepresented students, at Auburn University. The Cross-Cultural Center will promote student growth and engagement by providing programming, advocacy, dialogue, academic support, and mentoring to build collaborative and inclusive relationships; while establishing diversity as a core value at Auburn University.

# MONEY MATTERS

## STUDENT FINANCIAL SERVICES

203 Mary Martin Hall  
211 West Thach Avenue  
[www.auburn.edu/finaid](http://www.auburn.edu/finaid)  
(334) 844-4634

Student Financial Services is home to Financial Aid, Cashiering, Billing, and Account Services. Students may view their Financial Aid requirements and awards on their My Finances page of AU Access. To provide parent access to student's financial matters, students must complete the Financial Release Form on their My Finances page of AU Access. In addition to filling out the financial release form, students must make parents or family members an authorized user through eBill to give them access to their billing. It is important to have this conversation with your student prior to the first billing cycle, so you have a clear understanding of who will be making payments on the account.

eBill is the hub to all student bills at Auburn. This includes tuition and mandatory fees, dining plan, residence hall, parking tickets and other miscellaneous charges.



## BUDGETING

Knowing how to budget for students college expenses is one of the most important aspects of sending your child to school. To view sample semester budgets, or to create your own, visit [www.auburn.edu/aupa](http://www.auburn.edu/aupa). Budgets can be found under the "Money Matters" tab within "Helping You."

## OFFICE OF UNIVERSITY SCHOLARSHIPS

108 Mary Martin Hall  
[www.auburn.edu/scholarship](http://www.auburn.edu/scholarship)  
(334) 844-7570

Finding and applying for scholarships can be hard work. With the Auburn University Scholarship Opportunity Manager (AUSOM), it is much easier. Students can search and apply for scholarships, accept available offers, and more.

Current Auburn must complete the scholarship application through AUSOM each year by the scholarship deadline to receive consideration for General and Departmental Scholarships for the upcoming academic year. To receive consideration for need-based scholarships each year, students must complete the Free Application for Federal Student Aid (FAFSA) at [fafsa.ed.gov](http://fafsa.ed.gov). The FAFSA must be received by the financial aid priority deadline.

Students can find AUSOM on My Finances within AU Access. Additional information about AUSOM, including application completion and submission information, may be found on the Office of University Scholarship's website at [auburn.edu/ausom](http://auburn.edu/ausom).

## BANKING

Something that often falls through the cracks when sending your student to college is discussing who will handle the money. Your student needs access to a bank where they can make transactions, deposit and withdraw cash, and write checks if they plan on living somewhere with rent or split bills. A trick to finding the right bank is finding one that the student and parent both have access. It helps to have a physical bank location in the student's hometown, as well as Auburn.



# Semester Budget WORKSHEET

	ITEMS	SEMESTER
STUDENT FUNDING	Allowance from Parents	
	Scholarships/Grants	
	Financial Aid	
	<b>Total Student Income/Funding</b>	
UNIVERSITY EXPENSES	Tuition/Fees	
	Books/Supplies	
	<b>Total University Expenses</b>	
FOOD	Dining Plan	
	Meals (Off-Campus)	
	Groceries	
	<b>Total Food Expenses</b>	
HOUSING	On/Off-Campus Housing	
	Household Goods (cleaning supplies, etc.)	
	Renters' Insurance	
	<b>Total Housing Expenses</b>	
UTILITIES	Electricity	
	Other Utilities (water, garbage, etc.)	
	Cable/Internet	
	<b>Total Utilities</b>	
AUTOMOBILE	Payment	
	Insurance	
	Gas	
	Maintenance	
	<b>Total Automobile</b>	
INVOLVEMENT	Greek Life (dues, fees)	
	Student Organization Fees	
	Membership Fees	
	<b>Total Involvement Expenses</b>	
HEALTH	Insurance	
	Doctor Visits	
	Prescriptions	
	<b>Total Health Expenses</b>	
MISCELLANEOUS	Cell Phone	
	Entertainment	
	Personal Care	
	Clothing	
	Laundry	
	Furnishings	
	Other	
	<b>Total Miscellaneous Expenses</b>	

**GRAND TOTAL**



## HEALTH AND SAFETY

### HEALTH PROMOTION AND WELLNESS SERVICES

Auburn University Student Center, Suite 1206  
255 Heisman Drive  
[www.auburn.edu/healthandwellness](http://www.auburn.edu/healthandwellness)  
(334) 844-1528

Health Promotion and Wellness Services offers several resources for students abusing drugs and alcohol. Not only does this office provide information regarding drugs or alcohol, it also provides resources for those in recovery from addictions. Alcoholics and Narcotics Anonymous meetings, as well as Self-Management and Recovery Training groups, can offer that support.

The office has two Registered Dietitian/Nutritionists and a host of undergraduate Nutrition Team members on our staff to help with your student's nutrition needs. Nutrition services for students include individual consultations, grocery store tours, dining hall tours, and group presentations. The Nutrition Team dietitians will spend time with your student to discuss goals and potential barriers to accomplishing those goals.

If you fear your student has experienced sexual violence, stalking, harassment, or other sexual misconduct situations, refer them to Safe Harbor. Safe Harbor is a group of on-campus advocates who work directly with your student to provide support and information on survivor resources.

### AUBURN UNIVERSITY STUDENT HEALTH INSURANCE

The Auburn University Student Insurance Plan is offered through United Healthcare, and offers lower out-of-pocket rates on prescriptions and doctor visits at the Student Pharmacy. Before sending your student to Auburn, check with your current insurance provider and see if enrolling your student in the student insurance plan is a better option. For more information regarding Auburn's United Healthcare Insurance plan, visit [www.uhcsr.com](http://www.uhcsr.com), and select "Find My School's Plan."

### AUBURN UNIVERSITY MEDICAL CLINIC

400 Lem Morrison Drive  
[www.auburn.edu/medical](http://www.auburn.edu/medical)  
(334) 844-4416



The Auburn University Medical Clinic is the on-campus clinic for primary, preventative and urgent health care. The available on-site services include lab work, X-rays, chiropractic care, minor procedures, mental health, and women's health. The Medical Clinic is available for appointments or walk-ins, and services are provided on a fee-for-service basis. Contact your insurance company to verify coverage for your student.

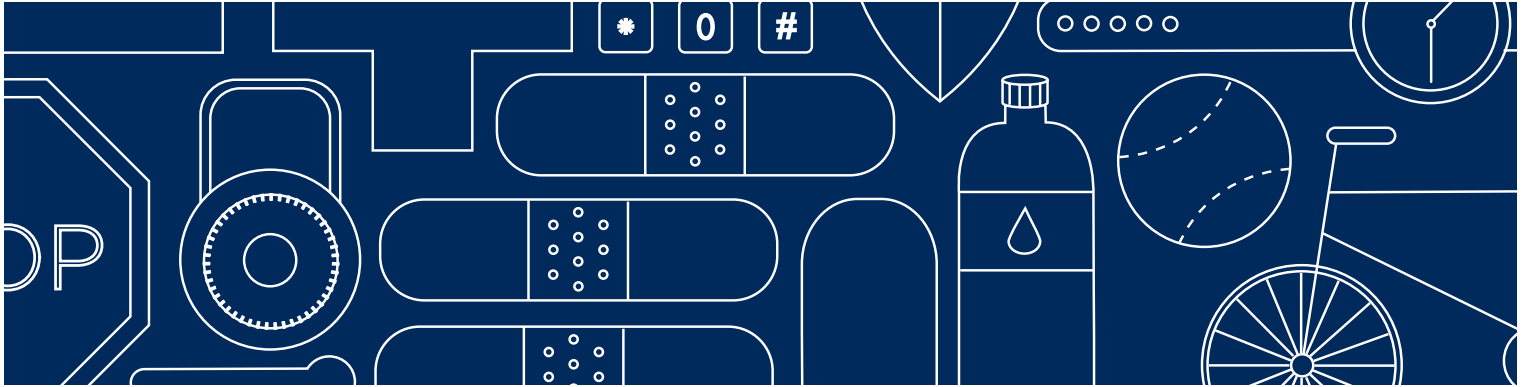
Students have 30 days from orientation to submit the REQUIRED Medical Information Forms. Please visit our website, [www.auburn.edu/medical](http://www.auburn.edu/medical), and click on the "Forms and Records" tab for more information regarding the Medical Information Form. Students should notify the Medical Clinic of any chronic health conditions in order to provide the best possible care.

### AA/EEO AND TITLE IX OFFICE

317 James E. Foy Hall  
[www.auburn.edu/titleix](http://www.auburn.edu/titleix)  
(334) 844-4794

Auburn University's Office of Affirmative Action/Equal Employment Opportunity (AA/EEO) & Title IX is responsible for enforcing the University's Policies Prohibiting Discrimination and Harassment based on protected class status by investigating and resolving reports of policy violations.

Students and other members of the campus community can report incidents of harassment -- including sexual assault, stalking, and relationship violence -- any time at <http://bit.ly/aureport>, by emailing [eeo@auburn.edu](mailto:eeo@auburn.edu), or by talking with professional staff by calling (334) 844-4794.



## AUBURN UNIVERSITY STUDENT PHARMACY

400 Lem Morrison Drive  
Inside the Auburn University Medical Clinic  
[www.auburn.edu/studentpharmacy](http://www.auburn.edu/studentpharmacy)  
(334) 844-4641



If your student is feeling under the weather, they can stop by the Auburn University Student Pharmacy, conveniently located inside the Medical Clinic. The Student Pharmacy is the preferred pharmacy for the Auburn University Student Health Insurance Plan which has lower medication co-pays. The pharmacy also accepts most major insurance cards (including Blue Cross Blue Shield of Alabama and Tricare). The pharmacy can charge all prescription charges and over-the-counter products to a student eBill. For questions regarding the student pharmacy, email [austudentrx@auburn.edu](mailto:austudentrx@auburn.edu).

## CAMPUS RECREATION AND THE RECREATION & WELLNESS CENTER

601 Heisman Drive  
[www.campusrec.auburn.edu](http://www.campusrec.auburn.edu)  
(334) 844-0023  
Social: @AuburnCampusRec  
Blog: [bewellauburn.com](http://bewellauburn.com)

The Recreation and Wellness Center provides state-of-the-art recreation and wellness opportunities for Auburn University students. Club sports, intramural sports, outdoor recreation, personal training, and fitness programs enhance the student experience and promote lifelong patterns of healthy living. The center also offers a sand volleyball court, dozens of tennis courts, an outdoor track, and more than 15 acres of outdoor field space.

With up to 4,000 visitors per day, the Recreation and Wellness Center is one of the largest student employers on campus, providing job opportunities in aquatics, facility management, membership, marketing, personal training, officiating, and group fitness.

## DEPARTMENT OF PUBLIC SAFETY AND SECURITY

543 A Magnolia Avenue  
[www.auburn.edu/publicsafety](http://www.auburn.edu/publicsafety)  
(334) 844-8888



The Department of Campus Safety and Security strives to provide a safe and secure campus environment through educational programming, collaboration with university constituents, and provision of various safety and security services. Campus Safety and Security is responsible for the university's comprehensive emergency management program; the Night Security Shuttle, which provides door-to-door transportation on campus at night; the campus security camera system; contract security services; and administration of the contract with the City of Auburn for police and fire services. The department maintains campus crime statistics and publishes the Annual Security and Fire Safety Report, available at [www.auburn.edu/campussafety](http://www.auburn.edu/campussafety).

Campus Safety and Security sends AU ALERT messages for campus emergencies requiring immediate action and to convey critical, time-sensitive information. Follow @AUALERT on Twitter, like the Facebook page at [www.facebook.com/aualert](http://www.facebook.com/aualert), or send the phrase "Follow @AUALERT" to the number "40404" to receive text alerts through Twitter (no Twitter account or app required).

## BIAS EDUCATION AND RESPONSE TEAM

Auburn University values freedom of expression and the open exchange of ideas. While openness protects controversial ideas, it does not protect acts, behaviors, conduct or communication aimed at individuals or groups that is motivated by someone's bias against age, disability, ethnicity, nationality, race, religion, sex, sexual orientation, gender identity, or gender expression. These acts, behaviors, conduct or communication may produce an unsafe or unwelcoming environment for Auburn family members. To learn more about how you or your student may report a potentially bias-related incident, please read [aub.ie/BERT](http://aub.ie/BERT).



## STUDENT SERVICES

### AUBURN UNIVERSITY HOUSING

Lucille Burton Hall  
305 West Samford Avenue  
[www.auburn.edu/housing](http://www.auburn.edu/housing)  
(334) 844-4580

Auburn University Housing cultivates and supports living environments rooted in tradition with a commitment to providing well-maintained residence halls that are safe, welcoming, and inclusive. Housing staff foster holistic student development to prepare residents for success in a global society. Living on campus provides a unique experience for students to live in the heart of campus and make friends with fellow Auburn students. Living on campus also comes with community standards. Before your student moves in, encourage them to read the Guide to Residential Living at [auburn.edu/housing](http://auburn.edu/housing). Reading the Guide will ensure that they are familiar with what items are permissible on campus, safety regulations, roommate discussions, and much more. Parents are encouraged to read the Guide too!

Learning to live with people from diverse backgrounds is a skill that lasts a lifetime. Encourage your student to talk with their roommate(s) about their preferred hours for quiet, study, sleep and guests; developing a cleaning schedule; respecting each other's property; and developing rules for keeping their living space secure. Should conflicts arise, students living on campus should talk with their Resident Assistant for advice or assistance.

For information regarding move-in, download the Fall 2018 Move-In guide in the free mobile application, Auburn Guides.

### LAUNDRY

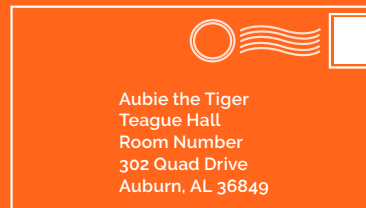
Each residence hall has its own laundry facility. Whether that is in each specific hall, or in a designated area, students have access to wash their clothes. Unless you want to spend each time your student comes home doing their laundry, now is the time to teach them how to separate their colors and the correct amount of detergent to add. A fun trick is to type out instructions and tape them to the bottom of his or her laundry basket. Each resident is responsible for his or her own detergent and other laundry supplies.

### OFF-CAMPUS HOUSING

If living on campus is not for your student, services provided by Off-Campus Housing can help your student find the perfect place to live. When living off campus, keep in mind that leases are signed individually or as a group, what the rent covers, and when the lease ends. To view off-campus housing options, visit [www.offcampushousing.auburn.edu](http://www.offcampushousing.auburn.edu).

### CAMPUS MAIL SERVICES

Each housing area provides mail services for each resident. For more information on addressing mail to specific residential areas, visit [auburn.edu/mailservices](http://auburn.edu/mailservices).

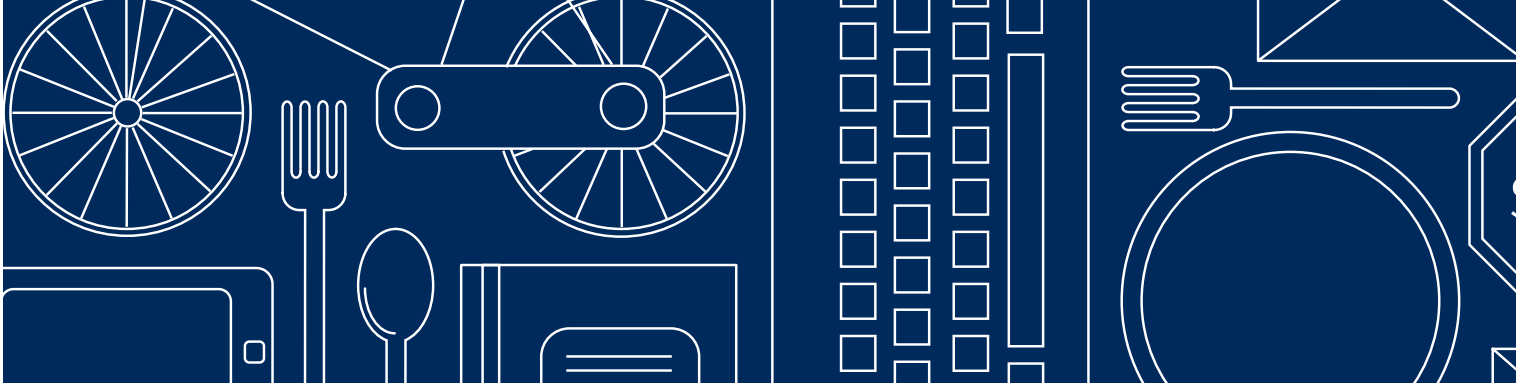


### AUBURN UNIVERSITY BOOKSTORE

1360 Haley Center  
351 W. Thach Concourse  
[www.aubookstore.com](http://www.aubookstore.com)  
(334) 844-4241



The campus bookstore provides the flexibility and convenience students need to be ready for class. By offering the option to rent or purchase textbooks digitally or in print, students can find the materials they will need for class in the format that best suits their study needs. The bookstore also facilitates course materials for All-Access courses. At the bookstore, students can take advantage of special discounts, find great gameday gear, and stock up on school supplies, including technology and software. The bookstore Tech Desk offers technology support to students with general technology issues and for certified repair of Apple products. All revenue after expenses return to campus in support of Auburn University.



## TIGER CARD

Auburn University Student Center, Suite 1330  
255 Heisman Drive  
[www.auburn.edu/tigercard](http://www.auburn.edu/tigercard)  
(334) 844-4507

The Tiger Card is the student's official identification at Auburn University. This photo ID is used to gain access to their residence hall, swiped to eat food from their dining plan, and check out books at the RBD Library. Depending on where a student lives, residence hall access and meal plan money is automatically uploaded to the card. Information regarding this price difference and specifics on roll-over dining money can be found under the "Dining Services" section. At any point in time, students may load additional funds to their Tiger Card by visiting the Tiger Card website.

Please note that a Tiger Card is separate from the Ignited Card. Ignited Cards are used for admittance into sporting events. All purchased home game tickets are found on this card. If your schedule allows, Ignited Cards may be picked up at the Auburn Arena during your orientation session. If a student has not picked up their Ignited Card, it may be picked up at the Auburn Ticket Office on the bottom floor of the Auburn Arena during the semester.

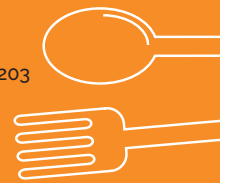
## OFFICE OF INFORMATION TECHNOLOGY

300 Lem Morrison Drive  
[www.auburn.edu/oit](http://www.auburn.edu/oit)  
(334) 844-4944

Office of Information Technology (OIT) can help students troubleshoot any technological problem that they may be having. By calling or stopping by the OIT Helpdesk, your student can ask technology-related questions. In addition to the OIT Helpdesk, students with a PC may also utilize the Student PC shop in the library satellite office to help solve problems with his or her personal computer.

## DINING SERVICES

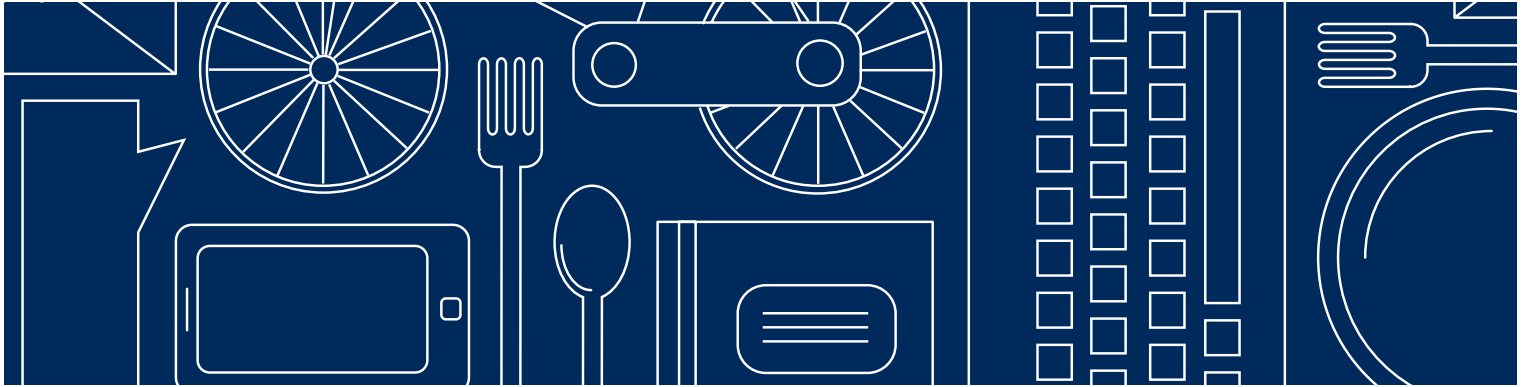
Auburn University Student Center, Suite 1203  
255 Heisman Drive  
[www.auburn.edu/dining](http://www.auburn.edu/dining)  
(334) 844-8504



Tiger Dining is committed to serving a robust variety of fresh, delicious foods for our diverse student body. Located throughout campus, students will discover new tastes and enjoy traditional favorites at our 30+ dining locations.

When students register for classes at Auburn, they're enrolled in a dining plan that will be available via their Tiger Card ID. The base on-campus dining plan is \$1100, which covers about half of the average student's dining budget. The off-campus base plan is \$350 which provides funds for lunch, snacks and beverages. For those looking for plans that encompass more of their students dining needs, new optional plans have been added this year. Students may choose to upgrade to a variety of hybrid plans that include a combination of meal swipes that may be used in our traditional dining halls in Foy Union and in the Tiger Zone in the Village as well as declining balance dollars that may be used at all dining locations on campus. Be sure to check [auburn.edu/dining](http://auburn.edu/dining) for details.

Tiger Dining has procedures that allow an exemption or a reduction for a serious medical condition, religious prohibition, campus organization membership (if the campus organization requires participation in a large meal plan), or a student's being away from campus. Exemption requests are due by the 20th class day of each semester. If you require one of these exemptions, please consult the Tiger Dining website or call the office for details 334-844-8504.



## AUBURN UNIVERSITY CAREER CENTER

303 Mary Martin Hall  
211 West Thach Avenue  
[www.auburn.edu/career](http://www.auburn.edu/career)  
(334) 844-4744



It is important for first-year students to engage in the career planning process early in their freshman year. Experts recommend that students visit their career center early and often. Encouraging students to take advantage of the many resources and services offered by the AU Career Center is a great first step in facilitating their career development. Career Counselors are available to meet with students to help them get on track with their career goals. Services available include:

- Major and career exploration
- Career assessments and career counseling
- Resume and cover letter writing
- Part-time job, internship, and full-time job search
- On-line resources
- Interview skills development
- Career fairs and networking events

Students can drop in the AU Career Center Monday-Friday between the hours of 9:00 am and 4:00 pm for assistance.

## 5 TIPS FOR YOU AND YOUR FIRST YEAR STUDENT

1. **Support Their Exploration** – If undecided, exposure to new areas could help your student identify potential majors of interest.
2. **Affirm Their Skills** – You know your student well. Help them discover areas that align with their skillset by drawing attention to strengths.
3. **Discuss What They Enjoy and Encourage Involvement**– When talking to your student about their experiences, focus on what they enjoy and encourage them to seek experiences outside of the classroom.
4. **Do Not Panic** – Students graduate and are employed in all majors. Rather than panicking, encourage them to gain experience early.
5. **Urge Them to Seek Help Early** – It is never too early to seek aid, but it can be too late. Urge your student to ask for help early and regularly.

## PARKING SERVICES

2nd Floor  
330 Lem Morrison Drive  
[www.auburn.edu/parking](http://www.auburn.edu/parking)  
(334) 844-4143

All students who plan to commute or live on campus with a vehicle must register their vehicles online through AU Access to avoid receiving a ticket, wheel lock, or tow during their time spent on campus at Auburn University. For additional information on how to properly register your personal vehicle, visit the Parking Services vehicle registration page found on AU Access to view step-by-step instructions to complete the online registration process.

In addition to registering personal vehicles, all bicycles on

campus are required to be registered through the AU Access. Parking Services provides bicycle permits that will need to be displayed on the bicycle throughout the year in which it is valid. While there is no cost associated with the bicycle permits, after the second week of class any unregistered bicycle on campus will be placed in the Auburn University impound lot at the owner's expense.

Auburn University's Parking Services encourages all parents and students to review the parking rules and regulations along with necessary information regarding visiting the campus on our website before coming to campus. This will ensure that you will avoid receiving any tickets, wheel locks or towing expenses. The Parking Services website also provides a digital map for visitors and students to assist with navigating around campus.



### **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA):**

Many parents want to find out their student's grades, ask about their student's academic performance, or check on their student's finances. Access to all of these falls under the federal Family Educational Rights and Privacy Act (FERPA), which places limits on the right to review educational records. Once your student is enrolled, regardless of age, you will not have access to their educational information unless your student specifically grants it to you.

It's worth reading the FERPA information and then discussing with your student the types of protected information and how they will share that information with you. Your student can also add you as an Authorized User to view and pay their student account.

### **CONNECT TO YOUR STUDENT:**

Request access to view your student's grades, schedule, and financial information through the Family Portal. Once your account is set up at [familyportal.auburn.edu](http://familyportal.auburn.edu), click the graduation cap in the top right corner. All you will need to register is your student's Auburn University email address.

### **E-BILL AUTHORIZED USER:**

Your student can register you as an Authorized User on their E-Bill account to give you access to view records and pay bills. To add you as a user, your student should log into their AU Access Account, click the My Finances tab, select the eBill icon, and select Authorized Users. Please note this is a separate process from the Family Portal financial information request. The Family Portal will allow you to see when a bill is due, but will direct you to the E-Bill to pay.

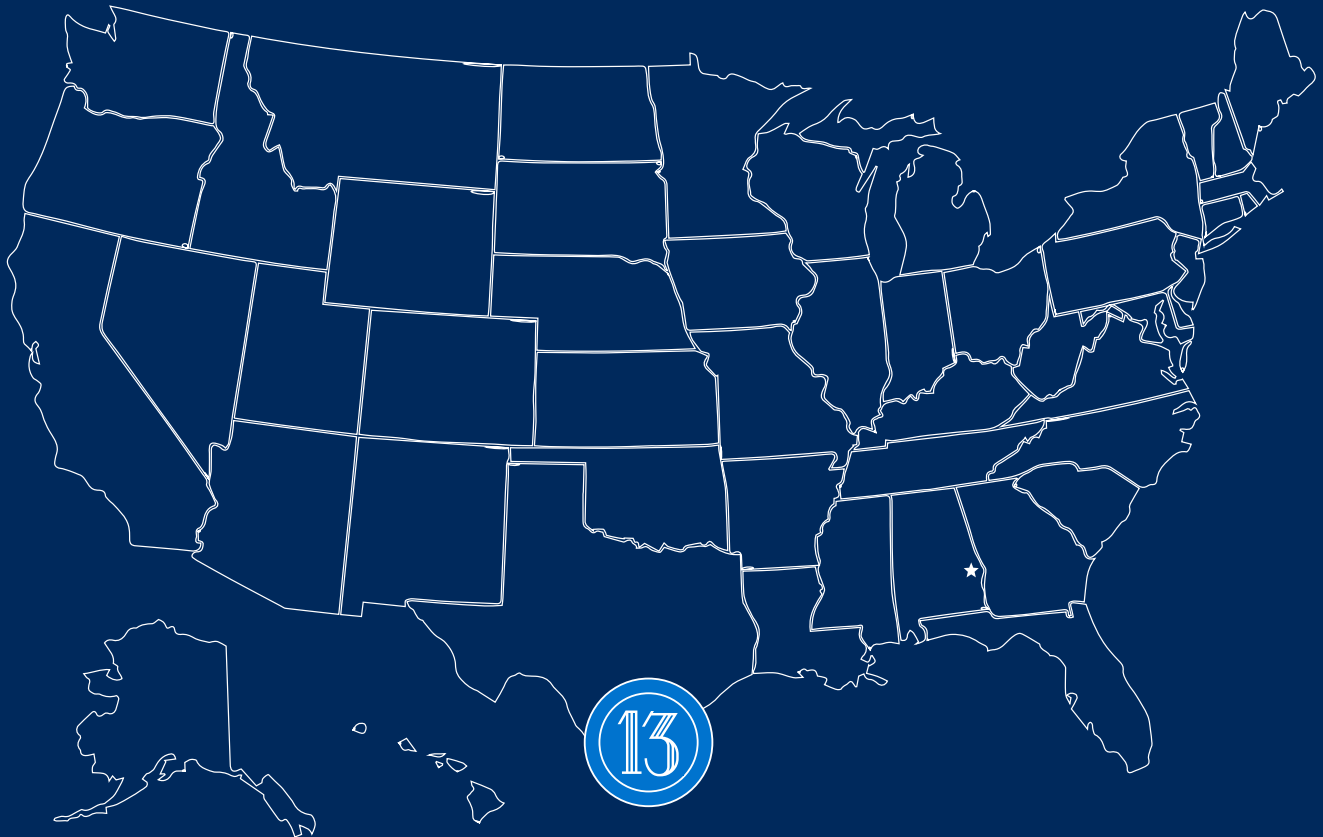
### **AU ALERT:**

AU Alert is a system that has the ability to notify students, faculty, and staff of critical information and situations affecting campus through the use of text and voice messages, and emails. Parents are encouraged to forgo listing their telephone number through AU Alert, so students on campus are receiving important information first. To follow important updates regarding AU Alert, follow them on both Twitter and Facebook at AU Alert.

### **EMERGENCY CONTACTS:**



By filling out the emergency contact form, Auburn will have access to your information in case a crisis occurs. Your student can register you as an emergency contact by logging into their AU Access account, and clicking on the My Contacts icon within the My Campus tab.



## VISITING AUBURN

### AUBURN/OPELIKA

The City of Auburn has a unique character that is the result of a combination of influences from the special atmospheres and energies provided by the diversity of its communities. Visiting your student during their time on campus is a great way to experience the culture and take part in a wide variety of events throughout the year.

If you plan on visiting the Auburn/Opelika area, browsing the Auburn and Opelika Tourism Bureau's website is a great place to start. This website can help you find everything from hotels in the area, to restaurants to enjoy during your visit. Visit [www.aotourism.com](http://www.aotourism.com) for more information.

### FLYING IN?

Auburn is conveniently located just an hour and a half from the Hartsfield-Jackson Atlanta International Airport and two hours and 15 minutes from the Birmingham-Shuttlesworth International Airport. If your student is flying home for the holidays, they can travel with Groome Transportation. This shuttle services travel back and forth from Auburn to the Atlanta airport. To book a reservation with Groome Transportation, visit [www.auburn.groometransportation.com](http://www.auburn.groometransportation.com).

