ACADEMIC SUPPORT SERVICES

The Center for Student Success

The Center for Student Success (CSS) provides academic and career counseling for all students. Academic advising for transfer students is coordinated in the CSS. The Center administers Monmouth's Early Warning System (MEWS) for several student populations including first-year students, athletes, and undeclared sophomores. MEWS is utilized to identify students who are experiencing academic difficulty and connects them to their advisors and/or appropriate learning resources across campus. Advising for undeclared sophomores is designed to help with exploration of different majors while taking courses that satisfy degree requirements. Students are required to declare a major no later than the end of sophomore year. Additionally, throughout the year, the CSS offers numerous workshops related to academic, personal, and career topics.

Many services and resources are available in the CSS to assist students with career exploration, career planning, part-time employment, cooperative education, internships, service learning opportunities, experiential education, and job placement. Students are provided assistance in exploring their career values, interests, and skills.

All students have the opportunity to attend career fairs and meet with many prospective employers who visit the University at the invitation of Career Services. In preparation, students are given professional assistance in writing effective résumés and in acquiring interviewing skills to make the fullest possible use of these opportunities. In order to maintain close ties between the University and its students after graduation, Monmouth continues to offer these services to alumni. Opportunities are available to students and alumni through Hawks Career Link, our online job board.

The CSS provides administrative support for the Experiential Education requirement. Please refer to the Experiential Education Requirements section of this catalog for a complete description of the requirement and the related Web site.

The Office of Service Learning and Community Service provides students with information about service learning and volunteer opportunities in nonprofit agencies, schools, and governmental organizations. Through service learning and volunteering, students can explore their personal, career, and intellectual potential while increasing their knowledge of community needs.

Services for First-Year Students

The Office of First Year Advising in the Center for Student Success is a key resource for first-year students (entering with less than eighteen credits) at Monmouth University, offering academic advising and major and career services for all first-year students. First Year Advising offers programming designed to help first-year students experience the challenges, opportunities, and support needed to succeed at Monmouth. Students are encouraged to take part in academic and co-curricular activities that are supported by this office to promote their growth and learning.

Academic Advising

All first-year students receive comprehensive academic advising from specially trained faculty as part of our First Year Advising Program. Although most students tend to think of advising as simply assistance in registering for courses, the Office of First Year Advising strives to build an advising relationship that works holistically to help students develop their academic, career, personal, and social interests.

New Student Orientation

All incoming first-year students attend a two-day/one-night New Student Orientation in July, which is coordinated by the Office of Student Life, in collaboration with the Division of Enrollment Management and the Center for Student Success. Orientation provides a snapshot view of life at MU: students meet faculty and advisors; register for their first semester; learn about academic, career, personal, and social choices; and, perhaps most importantly, make connections with other first-year students. Special programs are also offered to students matriculating in the spring semester. During new student orientation, first-year students are advised and registered in classes for the fall semester.

Major and Career Choices

Monmouth University believes that everyone can benefit from career advising, whether it involves help in choosing a major, access to career interest resources, development, mentoring, or a workshop on résumé writing. First Year Advising offers students a great deal of support with their major and career choices. Students can assess their career interests in a variety of ways, and we strongly encourage all first-year students to begin this exploration as early as possible.

Online Community: SOAR

SOAR (Support, Orientation, Advisement, and Registration) is an online community for new students that provides important information relevant to their first year and beyond. SOAR provides critical information about many first-year experiences, including career and major exploration opportunities, help in understanding course requirements for majors, and information for building student schedules.

Parent Orientation

It stands to reason that parents, guardians, and family members who are informed are better prepared to help their first-year students navigate the challenges ahead. Parents are encouraged to become familiar with transition issues, the nature of how a university works, the federal laws affecting the sharing of student information, and the wide variety of resources, support services, and activities available to students. The Office of Student Life coordinates Parent Orientation, which is designed to help family members of incoming first-year students learn more about Monmouth University and how to help their students make a successful transition to college life. Generally held in June (prior to their student’s New Student Orientation), these programs provide a broad range of information and the opportunity to meet with representatives from various departments across campus.

Services for Transfer Students

The Office of Transfer Services assists undergraduate students transferring in eighteen or more credits. Initially, Transfer Services connects deposited students with their faculty advisors for course registration and academic advisement, while acting as a second layer of support for new students.

Transfer Services also helps transfer students transition into Monmouth University. Our online pre-orientation highlights academic and transfer credit policies, career and academic support services, and guides students to complete their preparations before classes begin. Transfer New Student Orientation welcomes students to campus by providing a
dynamic venue to explore helpful resources while forming connections with faculty, staff, and student peers.

Lastly, Transfer Services plans workshops, events, and individual appointments to assist current transfer students. Programming focuses on helping students maximize their academic potential, explore career options holistically, and prepare for life after Monmouth.

Student Success Services

Student Success Services, including Tutoring and Writing Services and the Math Learning Center, provide personalized academic assistance. Students may be referred by professors, may be required to attend as a result of placement testing, or may come voluntarily.

Tutoring and Writing Services

Located in the Center for Student Success, Tutoring and Writing Services provides free, personalized academic assistance to all students of the University. Students may be referred by faculty members and advisors or may come voluntarily.

Content-specific tutoring by peer tutors is available in most academic disciplines. Academic coaches and Professional Content Specialists offer both one-on-one tutoring sessions and academic skills workshops on strategies for college success, such as organization and time management, note-taking and listening skills, college textbook reading strategies, and test-taking preparation. For more information, please contact Tutoring Services at 732-263-5721, by e-mail (tutoringservices@monmouth.edu) or by visiting the Tutoring Services Web site (http://www.monmouth.edu/tutoring).

Peer, professional, and faculty writing assistants are available to help students with all stages of the writing process, across all disciplines, from the initial drafting of the assignment through the final stages of editing and proofreading. Writing Services also offers assistance with grammar and punctuation skills and documentation styles. Students can make an appointment for writing services online (https://mu.accudemia.net/Private/Main.aspx?Referer=http://www.monmouth.edu). For more information, please contact Writing Services at 732-571-7542, by e-mail (writingservices@monmouth.edu) or by visiting the Writing Services Web site. (http://www.monmouth.edu/writing)

Supplemental Instruction (SI) is a peer-facilitated academic assistance program designed to help students succeed in traditionally difficult courses. SI sessions are regularly scheduled, informal review sessions that involve collaborative learning activities through which students can clarify course concepts and practice the types of study strategies that will help them truly master the information and skills required by the target course. For more information about SI, please call 732-571-5345 or visit the SI Web site (http://www.monmouth.edu/si).

The Math Learning Center, located in Howard Hall room 203, provides students with assistance in all levels of mathematics. Peer tutors are available to help students solve problems and to review concepts. In addition, students may use the Center to do homework assignments or to study for tests while having a student tutor available. For more information, contact the Department of Mathematics at 732-571-4461.

Disability Services

Accommodations and support services are available to students with learning disabilities and/or ADHD, vision or hearing loss, physical disabilities, medical diagnoses and health conditions, and psychological/psychiatric diagnoses. Students with documented disabilities may request reasonable accommodations and auxiliary aids that will enable them to participate in programs and activities at Monmouth University. The Department of Disability Services (DDS) works with students who choose to register with the office, submit documentation that supports the request for accommodations, and self-disclose to professors every semester.

A variety of accommodations are available to students with disabilities who attend Monmouth University. These include, but are not limited to, extended time to complete exams, testing in a distraction-reduced or private setting, use of a calculator or computer with Microsoft Word, and access to digital media materials and assistive technology software.

In order to be eligible for reasonable academic accommodations, adequate and updated documentation of a student's disability must be submitted to the DDS office. Documentation must include a specific diagnosis of a disability and support the particular academic accommodation(s) being requested. Students should contact the DDS office for particular documentation requirements or questions regarding eligibility or services.