

A large, abstract, red graphic element on the left side of the cover, resembling a torn piece of paper or a brushstroke that tapers and branches out towards the bottom right.

UNIVERSITY OF  
**LOUISVILLE**



COLLEGE OF ARTS  
AND SCIENCES

**Graduate Student  
Handbook  
2010-2011**

# College of Arts & Sciences

August 10, 2010

The University of Louisville has a number of distinct units, called colleges. Within these colleges are departments. As a graduate student, you are a student member of a department as well as a student member of a college.

Every year, the University of Louisville continues to improve its graduate education offerings and activities, most notably encouraging students and faculty to think in interdisciplinary terms. Graduate education administration continues to improve its internal structures; the quality of graduate teaching and research remain as high as ever, especially in the College of Arts and Sciences.

The College of Arts and Sciences (A&S) is the largest undergraduate college at UofL. The College offers a master's degree (M.A., M.S., M.P.A., for example) in every discipline taught in Arts and Sciences, an MFA in Theatre Arts and a Ph.D. in a growing number of disciplines. A complete list of graduate programs offered in the College of Arts and Sciences is found in the next pages.

The College's goals for students are that all students undertake research so that they experience the excitement of new knowledge and change; that all students be exposed to major ethical dilemmas they will face in the world; and that all students look at the world through the eyes of someone different from themselves.

The purpose of this handbook is to give you a sense of the College of Arts and Sciences, your college, and the many facilities and activities available to you as a student at UofL. This handbook will serve as a quick access guide to information that may be of use to you while studying at the University and also includes some information about Louisville for those new to the city.

At the end of the handbook you will find a blank page that we have left for your notes and suggestions. Please take this opportunity to share with me any questions or suggestions you have for this handbook.

Welcome to UofL, and especially, to the College of Arts and Sciences!

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Assistant Dean for Graduate Education  
College of Arts and Sciences  
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502-852-6490  
[http://www.louisville.edu/artsandsciences/Graduate Education](http://www.louisville.edu/artsandsciences/Graduate%20Education)

## Dean's Office

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Dean of the College of Arts and Sciences  
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**ANTHROPOLOGY**

Master of Arts (MA)

**BIOLOGY**

Master of Science (MS); Doctor of Philosophy (PhD)

**CHEMISTRY**

Master of Science (MS); Doctor of Philosophy (PhD)

**CLASSICAL AND MODERN LANGUAGES**

Master of Arts (MA) - French; Spanish

**COMMUNICATION**

Master of Arts (MA)

**ENGLISH**

Master of Arts (MA); Doctor of Philosophy (PhD) Rhetoric and Composition

**FINE ARTS**

Master of Arts (MA)– Art (Creative); Art History; Critical and Curatorial Studies

Doctor of Philosophy (PhD) Art History

**GEOGRAPHY AND GEOSCIENCES**

Master of Science (MS) in Applied Geography

**HISTORY**

Master of Arts (MA)

**HUMANITIES**

Master of Arts (MA) Humanities; Linguistics; Humanities & Civic Leadership

Doctor of Philosophy (PhD)

**JUSTICE ADMINISTRATION**

Master of Science (MS)

**MATHEMATICS**

Master of Arts (MA); Doctor of Philosophy (PhD) Applied and Industrial Mathematics

## A&S Graduate Degrees

### **PAN-AFRICAN STUDIES**

Master of Arts (MA); MA/MS Social Work Dual Degree

### **PHILOSOPHY**

Master of Science (MS) Bioethics

### **PHYSICS AND ASTRONOMY**

Master of Science (MS); Doctor of Philosophy (PhD) in Physics; joint PhD with the University of Kentucky

### **POLITICAL SCIENCE**

Master of Arts (MA)

### **PSYCHOLOGICAL AND BRAIN SCIENCES**

Doctor of Philosophy (PhD) Clinical Psychology; Experimental Psychology

### **SOCIOLOGY**

Master of Arts (MA); Doctor of Philosophy (PhD) in Applied Sociology

### **THEATRE ARTS**

Master of Fine Arts (MFA)

### **URBAN AND PUBLIC AFFAIRS**

Master of Public Administration (MPA); Master of Urban Planning (MUP);  
MPA/MUP Joint Degree; MUP/JD Joint Degree; Doctor of Philosophy (PhD) in  
Urban and Public Affairs

### **WOMEN'S AND GENDER STUDIES**

Master of Arts (MA); MA/MS Social Work Dual Degree

## A&S Certificate Programs

African American Theatre

Asian Studies

Latin American and Latino Studies

Medieval and Renaissance Studies

Pan-African Studies

Public History

Translation (Spanish)

Women's and Gender Studies

## Mission Statement

The mission of the College of Arts and Sciences is to improve life in the Commonwealth and particularly in the greater Louisville urban area, creating knowledge through its research, sharing knowledge through its teaching, and guiding all its students to realize their potential.

We believe that an excellent education in the liberal arts and sciences is the best preparation for life and work in a world of increasing diversity and ever-accelerating change because it prepares our graduates to be informed and critical thinkers, creative problem-solvers, and confident communicators.

Our students learn by doing. They conduct research and express their creativity, include ethical considerations in their thinking, and experience the world from the perspectives of other cultures. The College brings the heritage of the intellectual tradition to bear on the challenges of the future.

## Academic Policies

The governing document for graduate students is the graduate catalog. This book contains all the rules and regulations that concern graduate students. It is available in hard copy and students can view it online. The catalog is updated regularly with the most recent version available online at:

<http://graduate.louisville.edu/pubs/graduate-catalog/>

It is the responsibility of the graduate student to become familiar with and observe all policies and requirements of the School for Interdisciplinary and Graduate Studies, of the College of Arts and Sciences and of his or her particular degree program and department. Policies, procedures, and requirements are subject to change. It is the responsibility of graduate students to be aware of current regulations. All students must respond to official notices issued by administrative offices and instructors, whether these notices are posted on official bulletin boards, are sent by e-mail or snail mail (U.S. Postal Service).

All graduate students are expected to make steady and satisfactory progress toward the completion of degrees. Students who fail to enroll for a period of more than 12 months will be considered to have withdrawn from the program. Students who seek to return after such a period of time are required to apply to their departments for readmission. Based on the request of the department, the Dean of the College of Arts and Sciences will consider the student for readmission.

Prior to reapplying, students should speak with their department. Students may submit a reenrollment form to the Office of the Registrar if it has been less than two years since their last enrollment.

## Graduate Student Information

Your first online source for graduate education in the College of Arts and Sciences is the college's www site. The site includes information on all graduate programs within A&S, resources for students, and links to forms and publications. Visit [http://www.louisville.edu/artsandsciences/Graduate Education](http://www.louisville.edu/artsandsciences/Graduate%20Education).

The SIGS and the Graduate Student Council continue to improve the SIGS and Graduate Education www sites. Here are some useful links:

<http://graduate.louisville.edu/>

Entry page for SIGS.

<http://graduate.louisville.edu/pubs>

Page listing publications produced by SIGS, including the Graduate Catalog.

<http://graduate.louisville.edu/forms>

"Forms" page for SIGS, requiring a UofL login. Leads to a number of forms important for graduate careers at UofL.

<http://graduate.louisville.edu/pubs/theses-dissertations>

Page with information relating to preparation and presentation of graduate theses and dissertations.

<http://louisville.edu/student/students/gradassist/positionlisting.html>

A site listing assistantship opportunities for academic and non-academic units, open to any student admitted to a UofL degree program.

<http://graduate.louisville.edu/grad-funding>

SIGS page listing some of the funding opportunities for graduate students.

<http://louisville.edu/research/research-handbook>

UofL has an Office for Research (<http://louisville.edu/research/about>), whose goal is to promote and encourage research and funding for research on the UofL campus. The link above connects to the research handbook, which includes a lot of useful information for any grant applicant.

# Graduate Student Union

Formed in 2009, Arts & Sciences Graduate Student Union (GSU) is the official representative body of A&S Graduate Students. It is an officially recognized student organization composed of representatives from each of the college's graduate degree granting departments. All current A&S graduate students are encouraged to attend GSU sponsored events and meetings. The functions of GSU include the following:

- Serve as a medium of communication between the diverse academic range of A&S graduate student programs.
- Allow members to participate in creating the budget and crafting administrative policies.
- Educate graduate students of their rights, responsibilities, and privileges.
- Collaborate with A&S faculty and staff in college curriculum and other administrative committee meetings.
- Offer financial support for worthy A&S graduate students' conference travel and research expenses.
- Sponsor academic and social events to enrich the graduate student experience

For more information on the GSU, visit <http://www.louisville.edu/rso/gsu/>.

## **GSU Graduate Student Research Fund**

Twice each academic year (typically once each fall and spring semester), the Graduate Student Union announces research funding opportunities for A&S graduate students. The GSU offers grants (usually maximum \$100) to help offset the cost of conducting research, attending conferences, and purchasing data sets and other materials. Selection criteria, application dates, and information on applying for the GSU Research Fund can be found on the GSU website (<http://www.louisville.edu/rso/gsu/>).

## **GSU Officers for the 2010-2011 Academic Year**

**President:** Sarah Williams

**Vice President:** Carissa Shafto

**Secretary:** Rebecca Wells

**Information Officer:** Ricky Woofter

**Humanities Representative:** Lynda Mercer

**Natural Sciences Representative:** Jeremy Hornbeck

**Social Sciences Representative:** Open

# Graduate Student Association

The Graduate Student Association (GSA), governed by the Graduate Student Council (GSC), is a member of the Student Government Association (SGA). The GSA provides official channels for the administration of graduate student affairs and the budget allotted by the SGA. Through its council meetings, the GSA provides:

- A forum for communication between graduate student populations.
- The opportunity to participate in the formation and revisions of budgetary and administrative policies.
- Open communication with the Officers of the GSC who represent the GSA at SGA Student Senate Meetings.
- A means to educate graduate students of their rights, responsibilities and privileges.
- A reservoir of interested students for appointment to University committees.

The Graduate Student Council's (GSC) goal is to address issues that are important to graduate students at the University of Louisville — issues like travel stipend increases, research assistance programs and making sure that graduate students are appropriately represented in all areas of the university. There are issues that concern graduate students in all departments that may be addressed by the GSC. However, to bring about change requires your involvement and participation in the Graduate Student Council.

To participate, you can simply sign on to the GSC listserv and give your opinion in the on-line discussions. You can choose to represent your department or organization as a member of GSC. You may even decide to sit on a committee or become a GSC officer. Regardless of the level of participation, you, as a graduate student, should participate. With your participation, better benefits and a better research climate can and will be achieved.

To join the GSC listserv, please email [listserv@listserv.louisville.edu](mailto:listserv@listserv.louisville.edu) and type: subscribe gsc your-email@address in the body of the email message (For example: subscribe gsc john.doe@louisville.edu). You will then be emailed information on how to use the listserv.

For more information on the GSC, visit <http://www.louisville.edu/rso/gsc/>.

## **GSC OFFICERS FOR 2010-2011**

**President:** Travis R. Gault

**Vice President:** Lynda Mercer

**Information Chair:** Shyam Sharma

**Treasurer:** Kim Meyer

**Travel Administrator:** Kim Fleming

## Graduate Teaching

If you are a graduate teaching assistant (GTA), you have a distinct set of responsibilities. You should have a faculty member in your department supervising your teaching. You should be very familiar with the Student Bill of Rights and with the Faculty Code of Responsibilities; both found in the graduate catalog (INSERT WWW LINK).

All new international graduate teaching assistants, with the exception of those who teach a foreign language, must demonstrate their level of proficiency in English before they may begin their teaching. Information about the times and places for the examination may be obtained in the Department of English (<http://louisville.edu/a-s/iesl/GTA/FAQs.htm>).

You should remember that the job of teacher is one of great responsibility--you must convey information, knowledge, and serve as a role model for your students. To that end, it is important that you remain impartial, that you observe the rules of confidentiality, that you are sensitive to the needs and demands of your students, and that you avoid any hint of sexual harassment. This seems like a long list, but it is very manageable and should become almost second nature in time.

Know that UofL has firm policies relating to sexual harassment. As a graduate teaching assistant, you should neither be a victim nor a perpetrator of any form of harassment. Should any concerns relating to harassment arise, the contact office at UofL is housed in Human Resources. Their general phone number is 502-852-6258; the www address is <http://louisville.edu/hr/>. The individual to contact is Malinda Durbin, Harassment & Sexual Harassment Education Officer.

## Parental, Family, Medical Leave

Effective in 2010, SIGS and A&S have instituted a new set of policies regarding leave for graduate students who receive financial support from the University. Please review the policies below in the event of any parental, family, or medical situations which may require leave from full-time duties.

**Policy 1: Petition for Part-time Enrollment Status** — Graduate students must be enrolled full-time to receive stipend awards, but a graduate student who faces extenuating circumstances (a serious health condition, an issue with care of a family member, etc.) may petition to enroll in part-time status and continue to receive the full stipend award, for one semester only, for a situation that does not require a full leave of absence. The department or program may require the student to continue the service obligations that are linked to the stipend award while in part-time enrollment status. The student must be able to document the need for this request.

**Policy 2: Parental Leave** — Any student who receives a scholarship from SIGS is eligible for leave from their academic responsibilities for a period of 3 weeks in connection with the birth or adoption of a child. Either parent is eligible for parental leave. The student will be allowed to retain the stipend, tuition and other benefits during the leave period as well as remain in full-time enrollment status. It is the student's responsibility to work with their instructors, mentor, and the Director of Graduate Studies to make arrangements to accommodate for missed lectures and service duties during the leave period.

**Parental Leave Award Program** — SIGS will provide one-half of a graduate student stipend for 3 weeks. The Department and/or A&S will also provide one-half of a stipend for 3 weeks.

**Goals:** Provide a stipend supplement to cover service obligations of a graduate student who is on parental leave

**Eligibility:** Departments that have granted parental leave to a funded graduate student

**Nominator:** Department Chair

**Application Date:** Applications will be accepted anytime

**Maximum Award:** 3 weeks stipend support, pro-rated by the department's standard G-12 stipend.

For more information regarding the graduate student leave policies, visit <https://graduate.louisville.edu/students/student-leave-policy.html>.

## Cardinal Card

The first thing a graduate student will want to do is make sure you get your university-issued identification card, also known as your Cardinal Card. The Campus Card office is located on the Belknap Campus in the lower level of the Houchens Building in room LL08K. Office hours are 8:00 a.m. - 5:00 p.m., Monday - Friday. The office telephone number is 502-852-7520.

Your Cardinal Card will serve as your:

- Identification card
- Library card
- Facilities Access
- Meal plan card
- ATM card (if you have a bank account with USBank)
- Cardinal Cash Purse purchases for:
  - Vending Machines
  - Copiers
  - Dorm Laundry
  - CopyIT Centers
  - University Bookstores
  - Select Food Service Locations

For more information on the Cardinal Card, please visit <http://www.louisville.edu/campuscard/>

## ULink—UofL Online

This is the main university *portal*. It is the main functional page for ALL programs, operations, functions, etc. of the university. Through ULink, you will be able to register for your classes, check your financial aid, obtain your grades and use many other personalized features. You can get technical help and learn about free software and services available to you as a student. It is also an entry point for all programs at the university including Groupwise and BlackBoard.

Go to: <https://ulink.louisville.edu/>, to **ULink**, the university portal.

1. Under the “Log In” section, select the link For First-time Users
  2. Follow the 2 steps for locating your userID and then use the formula for calculating your password for the first login.
  3. Once you have logged in, you will be prompted to change your password.
  4. This new password will be of your own choosing; the university does not keep record of it. You want your password to include at least one number (0-9) and one uppercase character.
  5. You may need to wait 10 minutes before you can use this new password.
  6. Your **userID** and this **password** will now work for **ULink**, **Groupwise** and **Blackboard**.
- Every student at the university is assigned an email account in **Groupwise**. Groupwise is where you will receive important information from the university or from your professors. Please become familiar with how to view mail, send mail and add attachments as well as all the other features of this email program.
  - **BlackBoard** is the university’s online classroom system. Your class may be fully online or web-enhanced, using BlackBoard as only one component of the course. BlackBoard has features such as course documents, units, lessons, assignments, video and audio features, chat sessions and discussion boards as well as assessments and tests.

Go to: <https://blackboard.louisville.edu/webapps/login>

1. Type your user ID and password, which will take you to your BlackBoard front page. Here you will see a list of all the courses you are taking or have for this and the last semester.
2. ALL courses have a BlackBoard link whether they are delivered online or face to face.
3. Locate the course you want to enter and click on it.
4. Spend some time learning to navigate thru the course and become familiar with the set up and other features. Not all online courses are set up alike.

## Benefits

There are many benefits available to you as a student at UofL. The first and most important benefit is a quality education, but other benefits are not that obvious. For instance, did you know that...

- As a student of A&S, you can take courses or participate in activities of other A&S departments. For example, you are able to take classes in the Department of Military Science ROTC or sit in on symposiums presented by other departments.
- You can use your UofL Cardinal Card to ride the Louisville public transportation system, TARC, for free.
- UofL students can purchase software at reduced rates at the UofL bookstore and online using ULink.
- The university provides a high-speed wireless internet access in many classrooms and public areas on the campus. For more information on wireless networks and downloads of the client software, please visit <http://www.louisville.edu/it/wireless/>
- Many local businesses offer discounts and perks on many products and services. For a complete list of participating business, check out the discounts webpage located at <http://php.louisville.edu/admin/humanr/staffdev/discounts/>

## TARC

Your Cardinal Card is even more valuable! With a current UofL I.D. you can ride anytime, anywhere on the Transit Authority of River City (**TARC**) for **FREE**.

**TARC** has more than 50 routes that travel through Louisville and Southern Indiana. Individual route schedules and maps are available in the SAC, the lobby of the Houchens building and in Ekstrom library. You can also go online at <http://www.ridetarc.org> or call customer service at 502-585-1234.

**TARC** buses only stop at TARC bus stops. These are clearly marked by red signs along every route. Destination signs above the front bus window display the route number, the route name and the destination of the bus.

All **TARC** buses are bike rack-equipped and will carry most bicycles. This is a great way to get around the entire Louisville area, and it takes less than 10 seconds to load your bike on the rack. Each rack can carry two bikes and space is first come, first served.

## Department of Public Safety

The mission of the DPS is to maintain public peace and safety, to safeguard the assets of the institution and its faculty, staff, students and visitors and to assist in providing an environment conducive to teaching, research and public service mission of the University. DPS operates 24/7/365 offering police and other safety services to the UofL community.

- **For Emergencies: CALL 911**
- **For all other matters: Contact 502-852-6111**
- DPS provides free officer-escort services 24 hours a day, 7 days a week to locations on campus and within four blocks of the campuses to all students, staff, and faculty. Call 502-852-6111 to schedule.
- University Police is located on the first floor of the Floyd St. Parking Garage, 2126 S. Floyd St. and is open 24 hours a day, 7 days a week.
- DPS reports that nearly all cases of property theft on campus were the result of stolen items being left unattended, unlocked, or left in plain view. Be vigilant and keep all valuables (such as laptops, cell phones, and backpacks) with you or locked at all times to prevent opportunity theft.
- For more information on public safety and DPS services on campus, go to <http://www.louisville.edu/police>.

## Arts@UofL

Established in 1927, the Speed Art Museum is Kentucky's oldest and largest art museum with over 13,000 pieces in its permanent collection. Its extensive collection spans 6,000 years, ranging from ancient Egyptian to contemporary art. For a current exhibitions and event listings, visit <http://www.speedmuseum.org/>.

The Department of Theatre Arts features an annual season of fully-produced shows directed and designed by faculty, guest artists, and students. The repertoire includes classics, contemporary plays, musical theatre, and original student-written shows. Productions are often staged on Belknap campus venues including the Playhouse and the Thrust Theatre. For a detailed show schedule and box office information, go to <http://www.louisville.edu/theatrearts/>.

The School of Music offers fine performances ranging from student artists and ensembles to world-renown musicians. Many performances are held at Margaret Comstock Concert Hall on Belknap Campus. For a complete schedule, visit <http://www.louisville.edu/music/>.

## A&S Sponsored Events

The College of Arts and Sciences sponsors a plethora of conferences, lectures, exhibits. As a student in the College you are a welcome participant. For some of these events, where there is a registration fee, as a UofL student, you can attend for free! You will want to check in your home department, on university bulletin boards (cork and electronic), or on the television monitors posted in numerous buildings on campus to see what's happening.

- 20th-Century Conference on Literature and Culture (hosted by Classical and Modern Languages and English)
- Watson Conference on Rhetoric and Composition (hosted by English)
- Summer Institute on Contemporary American Literature (hosted by the Commonwealth Center for the Humanities and Society)
- Faculty Research Forums (hosted by the Commonwealth Center for Humanities and Society)
- Warren Oats Film Festival (hosted by the Commonwealth Center for Humanities and Society)
- Bullitt Lectures, one in Astronomy, another in Mathematics
- Na'amani Lecture (organized by the Na'amani Committee)
- Axton Reading Series (English)
- Morgan Lectures in Architectural History (organized by Fine Arts)
- Bingham Professor Lecture (coordinated by Dean of A&S)
- Meet the Professors Centennial Lectures Series (coordinated by Dean of A&S)
- Life of the Mind Lectures (coordinated by Dean of A&S)
- Phi Beta Kappa Lecture Series (coordinated by Dean of A&S)
- Yearling's Club Speaker Series (coordinated by Dean of A&S)
- Saturday Academy: Community Forum on Culture and Issues (coordinated by the Dean of A&S and Pan-African Studies)
- Multi-cultural Education Guest Lecture Series (coordinated by the A&S Office of International, Diversity and Outreach Programs)
- Chemistry Graduate Student Association Distinguished Lecturer (hosted by Chemistry GSA)
- IMD3 Lecture Series (sponsored by Chemistry and Biochemistry)
- Gottschalk Lectures (hosted by History)

## A&S Sponsored Events

- McConnell Center Lectures (organized by Political Science and the McConnell Center)
- Grawemeyer Lectures (organized by the Grawemeyer Committee)—a lecture in each Grawemeyer Award field: Education, Improving World Order, Music Composition, Psychology, and Religion
- Annual Andrew Chamblin Memorial Lecture, a public lecture on a topic in Cosmology, String Theory, Gravitation or High Energy Physics, (organized by the Physics Department)
- Minx Auerbach lecture, each Spring (organized by Women and Gender Studies)
- The Maddox Prize competition, an award for best graduate student paper having to do with women/gender (sponsored by Women and Gender Studies)
- Weekly Seminar Series (organized by Biology)
- Monthly I-COMM Presentations (organized by Communications)
- Monthly Experimental Psychology Seminar Series (organized by Psychological and Brain Sciences)
- Psychological and Brain Sciences Colloquia Series
- Fall Lecture Series (organized by Department of Women's and Gender Studies)
- Latin American Studies Heritage Lecture (organized by LAS)
- Annual Latin American Studies Celebration of Women Lecture
- Jan Carew Colloquium (organized by Pan-African Studies)
- Annual Sebek Challenge (organized by Pan-African Studies)
- Regular season of University Theater performances (organized by Theatre Arts)
- Regular exhibits in the galleries of the Department of Fine Arts

## Resources

Many resources are available to the students at the University of Louisville.

- The University offers an extensive library system designed to support undergraduate and graduate teaching, learning and research. The Library system consists of Ekstrom (the Main Library), the Fine Arts Library, the Law Library, the Music Library, the Health Sciences Library, and the University Archives and Records Center. Total library holdings number more than two million volumes. The Libraries website is <http://www.louisville.edu/library> and the telephone number is 502-852-6747.
- The Swain Student Activity Center and Recreational Sports Area is known as the **SAC**. The SAC houses the UofL bookstore, numerous restaurants, a theater and athletic facilities. All these are available to students. It is also where student organizations can have offices, including the Recognized Student Organizations, the Student Government Association, the National Student Exchange and the Student Activities Board, to name a few. <http://www.louisville.edu/intramurals/facilities/sac> is the SAC's website.
- The University has a career development center located in the lower level of the Houchens building, LL04. This office helps current students find jobs after graduation. You can get career counseling, career assessment and testing, and other career related information. It is not a bad place to know about. Their website is <http://www.louisville.edu/career>.
- For your mental and physical well-being, the University offers a Counseling Center, located between the SAC and the Houchens Building. The Counseling Center's staff and programs are ready to assist with the personal and academic development of University of Louisville students. The Center is open between 8:30am and 5pm, Monday-Friday. Their telephone number is 502-852-6585; the website is <http://www.louisville.edu/counseling/>. Counseling services are also available on the Health Sciences Campus, B Building, room 120 (contact Dr. Chipley at [q0chip01@louisville.edu](mailto:q0chip01@louisville.edu)).
- The University of Louisville is committed to equal opportunity for all academically qualified students and does not discriminate based on disability. For this reason the Disability Resource Center (DRC) was established, with the mission to coordinate services that ensure that individuals with disabilities have equal access to the University's educational, social, and cultural opportunities. Their website is located at <http://www.louisville.edu/disability/>.
- The International Center, located in Brodschi Hall, is the place for all study abroad. Graduate students can participate in study abroad programs and are encouraged to do so. International student services and programs are organized and administered by the International Student and Scholar Services (ISSS) staff, located in the International Center. The webpage for the center is: <http://www.louisville.edu/internationalcenter/>; the phone number is 502-852-6602.

## The City of Louisville

If you know the story of Goldilocks and the Three Bears, you will understand Louisville: it is not too big, not too small, but just right!

Louisville is the 16th largest city in the U.S. and the largest city in Kentucky, with lots to see and do—there are over 90 Louisville attractions. Call the toll free Louisville tourist hotline at 1-888-LOUISVILLE for more information. Some of Louisville's attractions are:

- **Fourth Street Live!:** Louisville's entertainment district offers a variety of restaurants and entertainment venues.
- **Louisville Zoo:** The Louisville Zoo has more than 1,300 animals from all over the world, exhibited in beautiful natural settings. Enjoy the interactive Lorikeet Landing and the award-winning Gorilla Forest featuring 11 gorillas. The zoo is open year-round.
- **Churchill Downs:** Recently renovated, the racetrack is most famous for the oldest continuously run sporting event in the United States – the Kentucky Derby. Known as the “Run for the Roses” or “the greatest two minutes in sports,” the Derby is the first leg of the Triple Crown of Thoroughbred horse racing and is the biggest event on the Louisville calendar. The Derby is preceded by two weeks of festivities kicked off by Thunder Over Louisville, the largest and longest fireworks display in the nation. Open year round, the Kentucky Derby Museum offers exhibits and tours of the grounds.
- **Muhammad Ali Center:** The Muhammad Ali Center serves as both a destination site and a international education and cultural center that is inspired by the ideals of its founder Muhammad Ali.

Louisville is also the location of many museums and theaters, including the Speed Museum of Art, the Louisville Slugger Museum, the Frazier International History Museum, the Louisville Science Center, Actor's Theater of Louisville, and the Kentucky Center for Performing Arts. Metro government operates 122 city parks within Louisville and the surrounding area. There is no lack of things to do in Louisville. Visit <http://www.gotolouisville.com/> for the calendar of events.

### **How to Dress in Louisville**

Although Louisville experiences four distinct seasons, summer tends to come early, fall lasts easily into December, and the relatively short winters bring more rain than snow. March is usually the wettest month, October the driest.

Spring can have warm days but cool nights can linger. To stay warm, long-sleeved shirts or light sweaters are suggested. An umbrella will come in handy.

Summer can be very hot and humid. Bright, light-weight clothing is a must.

Fall, like spring, can have fluctuating temperatures between day and night, so have sweaters or light jackets ready.

Layering is the key to the winter months. Long sleeves, sweaters, medium to heavy coats, hat and gloves should be included in your wardrobe.

## Frequently Asked Questions

### **How do I register?**

In order to register for classes, students must use ULink at <https://ulink.louisville.edu/>. On this page, students must log-in using their university-issued name and personal password. Once logged in, click on the student services tab. At the bottom of this page, you will find the links for registration.

### **Where do I go for Financial Aid?**

The offices of Financial Aid are located in the Houchens building. For more information, go to <http://www.louisville.edu/student/services/fin-aid/>

### **What about housing?**

Assignments for new residents are made on a first-come, first-served basis. The Confirmation and License Forms for new applicants are mailed beginning the third week of February for the Fall Semester and the first week of December for the Spring Semester. As students decline or cancel their assignments, housing continues to assign from the waiting list. For more information on housing, go to <http://www.louisville.edu/student/housing/>

### **How do I get local utilities?**

For telephone service, contact *AT&T Residential Service* at 888-757-6500

For gas & electric, contact *LG&E* at 502-589-1444

For water service, contact *Louisville Water Company* at 502-583-6610.

For television cable service, contact *Insight Communication* at 502-357-4400. Insight Communication also offers telephone service and high-speed internet which you can bundle together with cable service for a nominal discount.

### **What if I get sick?**

UofL students can use the Student Health Center, located between the SAC and the Houchens building. It is assumed that all students have health insurance. UofL does offer a health insurance plan for its students. Go to <http://www.med.louisville.edu/clinical/studenthealth/HSOHome.htm> for more information.

### **What's the story with transportation?**

The public bus transportation in Louisville is provided by TARC. At UofL, there is a shuttle service that links the Belknap campus to the main student parking lots, located at Papa John's Cardinal Stadium. Louisville International Airport (SDF) is located 3 miles south of the Belknap Campus. Taxi service to all points in the Louisville area is available, 24 hours a day, 7 days a week through Yellow Cab at 502-636-5511

### **Where can I park?**

Campus parking is limited; students are generally encouraged to park in Green Lots, particularly those near Papa John's Cardinal Stadium. Students who reside on campus are eligible for Yellow Permits. After 7:30 pm and on week-

## Frequently Asked Questions

ends, you can park on campus without a permit in all areas except in handicap spaces or yellow lots. For more information on parking and detailed parking maps, visit <http://www.louisville/edu/admin/dps>.

### **How do I get a carrel in the Library?**

Open carrels are located in the Art Library, Ekstrom Library, the Law Library and the Music Library.

Enclosed carrels are located in Ekstrom Library and are for the use of PhD and Masters candidates. Contact the Library Administration Office at 502-852-6745, to request an enclosed carrel.

### **Where can I get food on campus?**

There are numerous restaurants in the SAC for your convenience. Damon's Grill features grilled steaks, chicken, seafood, salads, and award-winning ribs. McAlister's Deli, located in the Miller ITC, offers fresh deli sandwiches and soup. On the ground floor of Ekstrom Library, food and local Heine Brothers coffee are available at the Tulip Tree Cafe. For more information, go to <http://www.uofldiningservices.com/>.

### **Where can I buy groceries?**

The bookstore in the SAC has a limited supply of food items. There is a Save-A-Step market across from campus on Third Street. There is a large Kroger supermarket at the corner of Third and Central Avenue. Louisville is also home to a number of farmer's markets and ethnic food stores.

### **Where can I buy international or specialty foods?**

ValuMarket carries an eclectic selection of international, specialty, and hard to find food items. The nearest location to campus is located in the Mid-City Mall complex at 1250 Bardstown Rd. Lotsa Pasta International Food Shop (3717 Lexington Rd) and Whole Foods Market (4944 Shelbyville Road) also carry a wide selection.

### **Where can I cash a check?**

Students can cash checks up to the amount of \$25 at the Bursar's office.

### **Where's the nearest bank?**

There is a bank on campus in the SAC. The university also houses a branch of Kentucky Telco, a credit union, whose office is in the Parking Structure on Floyd Street. There are other banks nearby, notably a branch of PNC Bank at Third and Cardinal.

### **Where can I exchange foreign currency?**

If you need to exchange currency, Fifth Third Bank's branch office inside the airport is open Monday-Friday, 8:00-6:00, Saturday 9:00-1:00, and Sunday 11:00-4:00. You can also exchange currency at Chase Bank at 4th and Jefferson street in downtown Louisville on Monday-Friday, 8:00-5:00.

## Frequently Asked Questions

### **What about Postal Services?**

A stamp vending machine is available in the lobby of the Student Activities Center. There is also a Postal Service Center located at the north entrance of the Houchens building (facing Student Health and the SAC). Mailboxes are available for students who reside in University housing where no mail delivery is available. Students may obtain a mailbox at the University Postal Service as long as they reside in University housing and can provide a current housing agreement contract. Go to <http://postal.louisville.edu/> for more information.

### **Where can I find school/office supplies?**

The bookstore in the SAC has a limited supply of paper, folders, and general office supplies. The nearest office supply store to campus is Staples at 5607 Preston Highway.

### **Where can I make copies and prepare professional documents?**

The University of Louisville Printing Services is located in Miller ITC can help you produce black and white and color copies, research posters, classroom materials, annual reports, brochures, stationery and business cards. Visit the Printing Services website at <http://louisville.edu/it/services/printing/> for more information. The nearest FedEx Office (formerly Kinko's) is located at the corner of Third and Central Avenue. The nearest 24 hour FedEx Office is located on 1235 S Hurstbourne Pkwy (near I-64).

### **Where can I find a shopping mall?**

The two malls near to campus are the adjoining Oxmoor Center and Mall St. Matthews on Shelbyville Road and the Watterson Expressway. The two feature over 150 different shops and restaurants. They are accessible via TARC Route 29 or by car. For a complete directory, visit <http://www.oxmoorcenter.com/> or <http://www.mallstmatthews.com/>.

### **Where can I see a movie?**

The Floyd Theatre (3rd Floor of the SAC) hosts weekly movies, including sneak previews of upcoming theatrical releases. Movies are scheduled Thursday, Saturday, and Sunday evening (when classes are in session), with showings at 6:00pm and 8:30pm. For more information about Floyd Theater, please contact the Student Activities Office at 852-6691. The closest cinema to campus is the Baxter Ave Filmworks located at Mid-City Mall (1250 Bardstown Rd.) and offers mainly first-run films. Village 8 (4014 Dutchmans Lane), is Louisville's only discount theater and shows new "Louisville Exclusive" independent, foreign, and art-house films. For current listings and showtimes for either cinema, please visit <http://www.village8.com/>.

### **What about volunteering?**

The University of Louisville works with several organizations to provide volunteer opportunities to students. Visit the Office of External Affairs website at <http://louisville.edu/ur/cr/volunteer.html> for more information on volunteering.

## Frequently Asked Questions

### **What about Federal Work Study?**

The University of Louisville participates in the Federal Work Study (FWS) Program. If you have been awarded financial aid through the FWS Program, you will be given the opportunity to seek employment on one of the University's campuses.

### **What athletic facilities can I use?**

The University of Louisville offers the entire student body one of the top physical plants in the mid-South, among the finest facilities in college athletics. Many U of L facilities have been recently built with the generosity of our supporters. Complete information on all U of L Athletics facilities including maps, seating charts, photo galleries and more is found at: <http://uoflsports.cstv.com/facilities/lou-facilities.html>. The Department of Intramural Sports and Recreation operates six on-campus facilities offering both organized and open recreation activities and competitive sports leagues. For more information, go to <http://louisville.edu/intramurals/>.

### **How do I get tickets to games?**

To buy all sports tickets in Louisville and throughout the U.S., visit Ticketmaster at <http://www.ticketmaster.com/>. You can also purchase tickets at the ticket office on the 3rd floor of the SAC. The demand for Cardinal Football and Basketball season tickets is always high. The Women's Volleyball team is a real winner. Remember that Baseball, Field Hockey, Softball, Men's and Women's Swimming and Men's and Women's Tennis are all FREE. For more information about tickets, go to <http://uoflsports.cstv.com/tickets/lou-tickets.html>.

### **Where can I find out what's going on in Louisville?**

The best place to find out what is going on in the Louisville area is online at <http://www.gotolouisville.com/>. You can also pick up Louisville's Eccentric Observer, The *LEO*, and *Velocity* for free at establishments all over town. The *LEO* and *Velocity* are local "what's happening" magazines. The *Courier-Journal* is the local daily newspaper and will list any events currently going on around town. The newsstand price is 75¢ during the week and \$1.75 for the Sunday paper—a subscription is \$19.95 per month. The local television stations are WAVE (NBC), WHAS (ABC), WLKY (CBS), WDRB (Fox). Louisville is home to two public broadcasting channels, WKMJ (PBS) and WKPC (PBS) and three public radio stations: WUOL 90.5 (classical), WFPL 89.3 (news and information), WFPK 91.9 (jazz and eclectic music).

## Comments & Suggestions

Finally, what information do you, as a graduate student in the College of Arts and Sciences, want to know? What FAQs need answers? Please give me any comments or suggestions on the following blank page that has been provided for you. Your input will be helpful to me as I assist you during your graduate education at the University of Louisville.

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## Comments & Suggestions

Please write any comments or suggestions in the area provided below. You can remove this page and return it to the address provided on the previous page.

Your Notes

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