

University of North Georgia

Student Handbook

2020-2021

This handbook is prepared for the convenience of students and does not constitute an official publication of the Board of Regents or the University System of Georgia. In case of any divergence from or conflict with the Bylaws or Policies of the Board of Regents, the official Bylaws and Policies of the Board of Regents shall prevail. This handbook is not a contract. It is for informational purposes only and provides no rights to the reader. Be sure to check the [University of North Georgia website](#) for the latest policies and updates.

If you require this document in an alternative format, please contact the Office of Student Involvement (Gainesville Campus) at 678-717-3622.

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University of North Georgia Mission

The University of North Georgia, a regional multi-campus institution and premier senior military college, provides a culture of academic excellence in a student-focused environment that includes quality education, service, inquiry, and creativity. This is accomplished through broad access to comprehensive academic and co-curricular programs that develop students into leaders for a diverse and global society. The University of North Georgia is a University System of Georgia Leadership Institution and is The Military College of Georgia.

Honor Code

It is the responsibility of all community members to promote, abide by, and enforce the Honor Code:

On my honor, I will not lie, cheat, steal, plagiarize, evade the truth, conspire to deceive, or tolerate those who do.

Leadership Commitment to Diversity

The University of North Georgia prepares students to lead in a diverse and global society. Essential to this mission is an environment that is welcoming, respectful, and inclusive of individuals and groups from a range of social, economic, and cultural backgrounds- an environment that embraces varied perspectives, values, and unique experiences.

The university is committed to strengthening relationships among all stakeholders so as to enhance educational experiences, collegiality, sensitivity, and generosity. UNG's diverse environment leverages the full potential of team members and creates a culture that unleashes value-driving insights and innovative problem-solving.

Diversity significantly enhances the university's intellectual climate, creativity, and worldview, and we are committed to promoting understanding and appreciation for all individuals and groups. The University seeks a positive climate for diversity and inclusion to allow for self-reflection and the exploration of differences in a safe and nurturing environment. UNG also fosters a climate where equity and equality are valued and supported.

Because cultivating and nurturing diversity at UNG are central to our success, we strive to recruit and retain high-caliber faculty, staff, and students who possess inherent and acquired diversity traits. We recognize that it is equally important to develop employee cultural competencies and build skills to ensure an inclusive learning and work environment. Ultimately, UNG's commitment to diversity is a commitment to educational excellence and to a more just and vibrant community.

Academic Policies

The individual student is responsible for being familiar with the academic regulations and procedures at the University of North Georgia as published in this handbook and in the university catalog. Each student is encouraged to read the regulations carefully and to seek interpretation from their academic advisor or from the Office of the Provost in the event that questions exist.

Academic Advising

Academic Advising keeps you on track towards graduation by helping you determine the courses you need to complete in the core curriculum and fulfill your major and graduation requirements. Advisors can help you develop an educational plan, answer questions about UNG academic policies, and refer you to campus resources that will support your academic success. Campus Academic Advising Centers serve students in specific major programs, undecided students, and students who earn grade point averages below certain minimum standards.

For more information, please see [Academic Advising](#).

Academic Rights and Responsibilities

1. In all academic matters, a student of the University of North Georgia has the right to be governed by reasonable and just regulations.
2. The student shall be free to take reasoned exception to data and views offered in the classroom and to reserve judgment about matters of opinion, without fear of penalty.
3. The student has the right to a course grade that represents the instructor's professional judgment of their performance in the course, and to protection from improper disclosure of information concerning their grades, views, beliefs, political associations, health, sexual orientation, or character, which an instructor acquires in the course of their professional relationship with the student.
4. The student shall have a right to accurately and clearly stated information, which would enable them to determine:
 - a. The general requirements for establishing and maintaining an acceptable academic standing.
 - b. Their own academic relationship with the university and any special conditions, which apply.
 - c. The graduation requirements for a particular curriculum and major.
5. The student is responsible for classroom behavior that is conducive to the teaching/learning process for all concerned and for meeting requirements of a course of study according to the standards of performance established by the faculty.
6. The faculty shall have final authority and responsibility for course content, classroom procedure, and grading.
7. No committee or judicial body established under this document shall have any power to change any individual grade, which represents the instructor's professional judgment of the student's performance in the class. In view of this, it is incumbent upon the faculty member to keep each student informed of his/her progress or lack of progress in each course.
8. In the event that a specific complaint cannot be resolved through informal conferences with the faculty member involved, any student who believes that their academic rights as defined herein have been violated may seek redress. See procedures under "Student Grade Complaints."

Academic Standing Policy

A student's academic status at UNG is determined at the end of each term of enrollment (fall, spring or summer) on the basis of the student's cumulative and/or term grade point average (GPA) and number of hours earned.

For more information, please see [Academic Standing Policy](#).

Class Attendance Policy

The University of North Georgia expects students to attend all regularly scheduled classes for instruction and examination. When a student is compelled for any reason to be absent from class, the student should immediately convey the reason for the absence directly to the instructor. The student is responsible for all material presented in class and for all announcements and assignments.

For more information, please see [Class Attendance Policy](#).

Course Loads

A normal load for a full-time student is 15-18 semester hours exclusive of military science.

For more information, please see [Course Load](#).

Emergency Notification System

Currently the University of North Georgia has adopted three methods of communication for dissemination of information regarding emergencies. Those methods include:

- UNG Alert
- Website Notification

- Outdoor Weather Sirens

For more information, please see [Emergency Information](#).

Evaluations

Class evaluations at the University of North Georgia are conducted online through Banner. Evaluation of the class is considered a component of the course and students will not be permitted to access their course grade until the evaluation has been completed. The evaluations will be accessible beginning one week prior to Final Exam week.

For more information, please see [Class Evaluations](#).

Final Examinations

The final examination is a scheduled part of the class.

For more information, please see the course syllabus and [Final Exams](#).

Student Grade Complaints/Appeals

The grade appeals process is appropriate only when the basis for the assigned grade is arbitrary, capricious, or the result of a ministerial error. Arbitrary means that a course grade is determined by random choice or personal whim with no sound academic reason. Capricious means that a course grade is determined by a material departure from reasonable and announced grading procedures. Ministerial error means a student assessment was inaccurately recorded or the final grade was incorrectly calculated (data entry or calculation error).

The procedure for student grade appeals will be as follows:

1. The course syllabus is considered an agreement between the instructor and student. If classroom procedures outlined on the syllabus conflict with institutional policies, institutional policies shall supersede the syllabus. A student who believes a grade violates classroom and/or institutional policy should first, within the first 30 calendar days of the start of the subsequent semester, attempt to resolve a grade appeal directly with the instructor.
2. If this attempt fails, the student must, within the first 30 calendar days of the start of the subsequent semester, submit via college email a written appeal to the instructor's campus-based administrator, copying the instructor as well as the associate dean of the college, requesting mediation in his/her grade appeal. The campus-based administrator will facilitate a dialogue between the student and the instructor within 14 working days of receipt of the written complaint. If the complaint cannot be resolved at the campus level, the associate dean will review the complaint and render a decision.
3. In instances that cannot be resolved at the departmental/campus or college level, within 30 calendar days of the decision reached in step 2 above, the student will complete and submit a Grade Appeal form, including supporting documentation, to the associate provost for Academic administration or campus-based designee. Academic Affairs will, within 14 working days, schedule the hearing as well as elicit additional information from all parties involved (i.e., student, instructor, department chair, campus administrator, dean) necessary for the Student Grade Appeals Committee to conduct the hearing.
4. The faculty pool for the Student Grade Appeal Committee will be chosen in the following manner:
 1. Each year, the Faculty Senate/Leadership Appointments committee will select a pool of faculty members with representation from each college. When a student grade appeal is submitted to the associate provost for academic administration or campus-based designee, three faculty members will be selected to serve as a Student Grade Appeal Committee for that particular appeal. A committee chair and a recording secretary will be designated.
 2. Faculty from the same degree program as the instructor(s) involved in the appeal will not serve on the committee. Faculty from the same degree program of the student's academic major will not serve on the committee.

3. Faculty who are potentially biased against or in favor of the student or the involved instructor(s) will not serve on the committee.
4. The aggrieved student and each involved instructor may strike one member from the panel without prejudice.
5. The committee functions in the following manner:
 1. The committee investigates the circumstances of the appeal, allowing both the student and the involved instructor(s) to present their cases. The student and the instructor have the option of addressing the committee in person or providing the committee with a written statement of appeal in lieu of appearing in person. Both the student and the instructor(s) may name other individuals with relevant, first-hand information to address the panel in person or in writing. If the student chooses to address the committee in person, he/she has the privilege of bringing one advisor, selected from the faculty, staff, or student body, to the meeting. The advisor is not allowed to address the committee or to ask questions of committee members during the meeting. The student is allowed, during the meeting, to confer privately with the advisor. The student and the instructor(s) have the right to remain in the room while testimony is being given. All oral testimony will be recorded. If the student chooses to provide the committee with a written statement of appeal in lieu of appearing in person, the student will be required to submit a signed statement indicating that he/she has chosen not to meet with the committee. If there are follow-up questions from the committee, they will be mailed to the student, along with a request that they be answered in writing.
 2. After considering all information relating to the appeal, the committee will formulate recommendations based on the decision of the majority.
 3. The committee will forward a record of the hearing and a recommendation to the Office of the Provost.
6. The associate provost for academic administration will review the recommendation. It will be the responsibility of the associate provost to render a decision in the case, whereupon the student, the department head and the faculty member shall be advised in writing. If circumstances warrant, the provost shall have the authority to change a student's grade upon recommendation of the committee.
7. In the event the student wishes to appeal the decision of the associate provost, he/she may direct his/her appeal in writing to the provost within five business days from the receipt of the letter sent by the associate provost. The decision of the provost shall be final and binding.

Student Records Management

The university Registrar's Office is the custodian of education records at the University of North Georgia. Education records generally include any record (handwritten, electronic, print, film, or other medium) containing information directly related to the student and maintained by or for UNG or an agent of the university.

The Family Educational Rights and Privacy Act (FERPA) affords any student, regardless of age, who is or has been in attendance at UNG, the right to inspect and review their education records within 45 days following the receipt of the student's request.

Access to the following records will not be permitted:

1. Records kept by UNG personnel which remain in the sole possession of the maker;
2. Law enforcement records maintained by campus police;
3. Employment records which relate exclusively to employment;
4. Records of professionals providing medical or psychological treatment to the student;
5. Financial records of parents or legal guardians;
6. Confidential letters of recommendation for admission to the university;
7. Records connected with an application for admission to UNG if that application was denied;
8. Application for employment or honors for which the student has voluntarily signed a waiver;

9. Information pertaining to another student if the record contains information about more than one student.

The student's written consent is required before UNG may disclose education records to a third party except to school officials or in response to conditions as defined below:

1. To UNG personnel who have legitimate educational interest in the information in order to fulfill their professional responsibilities;
2. To officials of other institutions where the student seeks or intends to enroll;
3. To representatives of federal agencies and state and local officials authorized by law to have access to education records and members and staff of the Board of Regents of the University System of Georgia;
4. To appropriate persons in connection with a student's application for or receipt of financial aid;
5. To a person or company with whom the university has contracted;
6. To accrediting bodies or to organizations conducting studies for or on behalf of the university;
7. To necessary individuals in connection with a health or safety emergency;
8. To the parents of a student regarding the student's violation of a federal, state, or local law, or of any rule or policy of the university, governing the use or possession of alcohol or a controlled substance;
9. To person in response to lawfully issues subpoenas or court orders. Every reasonable effort will be made to notify the student in advance of compliance;
10. To parents of dependent students as defined by the Internal Revenue Code, Section 152;
11. To the victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense concerning the final results of a disciplinary hearing with respect to the alleged crime;
12. To any third party the final result s of a disciplinary proceeding related to a crime of violence or non-forcible sex offense if the student who is the alleged perpetrator is found to have violated the university's rules or policies;
13. If the information to be released is designated as directory information.

UNG has designated the following items as directory information:

1. Student's name, mailing and permanent addresses, telephone numbers, and email address;
2. Degree(s) pursued and/or awarded and dates;
3. Major, minor, and/or concentration;
4. Enrollment status.(i.e., full- or part-time);
5. Class standing (i.e., senior, freshman, etc.);
6. Dates of attendance;
7. Anticipated graduation date;
8. Participation in University-sponsored activities and sports;
9. Honors and awards received.

For more information, please see [Student Records](#).

Withdrawal from UNG

There are several different types of withdrawals depending on the circumstances and/or needs of the student. Students are encouraged to review all types of withdrawal in order to decide what is best for their situation and progression toward their educational goals.

For more information, please see [Withdrawal](#).

University of North Georgia Student Code of Conduct

The University of North Georgia strives to educate students and develop leaders who are prepared for community, state, and global service. Consistent with University System of Georgia policies, the university has created a

Student Code of Conduct that seeks to protect the safety, rights, and privileges afforded to students and other members of the community. Essential to this purpose, students and other model citizens and their actions and behavior should reflect the core values of the university. Students are expected to adhere to national, state, and local laws; respect the rights and privileges of others; be forthright and honest in all their social and academic conduct; and in general, conduct themselves in a manner which brings credit to themselves and the University of North Georgia.

The University of North Georgia is dedicated not only to learning and the advancement of knowledge, but also to the development of ethical and responsible citizens. It seeks to achieve these goals through sound educational program policies governing student conduct that encourage independent thinking and maturity. Each student, as a citizen of the University community, assumes an obligation to follow all rules and regulations.

Included in the Student Code of Conduct are regulations which the University and local communities can expect students to uphold upon admission at the University of North Georgia, an explanation of the student conduct process, rights of students and student organizations as they pertain to the conduct process, a list of possible sanctions, and the appeal process.

For the complete policy, please see [Student Code of Conduct](#).

Other University Policies

This section contains information about policies affecting various aspects of the University. This information applies across the University community.

[Amorous Relationships Policy](#)

[Amnesty Policy](#)

[Animals on Campus Policy](#)

[Bursar's Office/Student Refunds Policy](#)

[Children on Campus Policy](#)

[Corps of Cadets Participation Policy](#)

[Expressive Activity Policy](#)

[Hazing Policy](#)

[Hoverboard Policy](#)

[Inclement Weather Policy](#)

[Non-discrimination Policy](#)

[Residence Policy](#)

[Sexual Misconduct Policy](#)

[Student Grievance Policy](#)

Student Resources

This section contains information on the various University-wide resources that can offer students support in academic planning, career planning, financial matters, cultural affinity and identity development, and many other areas. Not all areas have physical locations on every campus. Please check department websites for specific information.

Card Services

Your Nighthawks Card is your official University identification card. Each student at the University of North Georgia is required to obtain and carry an official University ID card.

The Nighthawks is used to gain access to campus events, campus services, residence halls, meal plans, Campus Cash, and much more!

Don't forget that you can save money on campus when you use Campus Cash!

Visit the [Card Services](#) website for more information.

If a Nighthawks Card is lost or stolen, it can be replaced for a \$25.00 fee at Card Services.

Career Services

We help prepare you for a lifetime of meaningful work, and we encourage you to begin as year at UNG. We provide support and resources to help you explore majors and careers, find internships, write resumes, connect with employers, plan for graduate school, and more. You can search for local, national, and international jobs through Handshake, our UNG job board, which includes part-time positions, summer jobs, and internships.

For more information, please see [Career Services](#).

Emergency Call Boxes

The University of North Georgia has strategically placed Emergency Call Boxes throughout our campuses. These boxes, when activated, will automatically contact the University Police. Students and staff are encouraged to learn the location of emergency call boxes and to use them for emergency communications. Call boxes can be used to request police assistance, escorts, assist with vehicle problems, and information.

Financial Aid

The University of North Georgia's financial aid program is administered in conjunction with the nationally established policy and philosophy. The basis of this policy is the belief that parents are the primary and responsible source for helping a student meet educational costs. Student financial aid is available only for meeting the difference between potential resources (such as parents' contribution, student earnings, outside awards) and expenses. The primary purpose of the University of North Georgia's financial aid program is to provide assistance to students who, without such aid, would be unable to attend the University.

Financial aid may include scholarships, grants, loans, and part-time employment. These types of assistance are extended either singularly or in combination depending on a student's academic record and the need for assistance (defined as the difference between the family's resources and the cost of attending college).

For more information, please see [Financial Aid](#).

Food Service

The University of North Georgia has two different food service providers that service four campuses. For more information, please see [Dining Services](#).

Libraries

Students at the University of North Georgia seek out the library as an ideal environment outside the classroom where they can study, relax, and consult with a librarian. UNG libraries encourage and foster student academic success by providing diverse collections, services, and instruction. Each UNG campus is served by an on-site and fully-staffed library. For more information about the offerings, please see [Library](#).

Multicultural Student Affairs

The Office of Multicultural Student Affairs (MSA) strengthens the climate of the University by fostering an inclusive environment for all constituents. This office provides leadership opportunities and encourages student involvement. MSA advocates for the University to strive toward a diverse campus community and serves as a resource for institutional diversity, multicultural education, and social justice awareness for all constituents. The office contributes to the mission of the University by providing the campus community with opportunities to learn

about and discuss social issues that focus on diversity, inclusion, and internationalism. MSA also serves as advisors for underrepresented student organizations.

MSA assists and supports in all efforts to recruit and retain underrepresented students by providing special assistance with personal, social, or academic concerns, and other guidance. MSA is also available to all students, staff, faculty, and community as a resource regarding social justice and diversity issues.

For more information, please see [Multicultural Student Affairs](#).

Nighthawk Engagement and student Transition (NEST)

This one-stop transitional center is designed to meet the unique needs of all of our students, including new freshmen, transfer students, readmit students, adult learners, and military-connected students. The Nighthawk Engagement and Student Transition (NEST) office provides comprehensive support to students from initial inquiry through registration for their first semester of classes, serving as an advocate to promote their needs along the way. NEST provides an inclusive and educational environment that fosters student success and achievement. Whether you are a new or transferring student, an adult learner with career experience, a military veteran or active duty service-person, we will help guide you to the resources you need to make the most of your experience at UNG. We serve as a liaison between you other student support services, and we help facilitate communication between you and other departments throughout the university to get your questions answered. We are dedicated to making your goals and dreams a reality. For more information, please see [NEST Website Link](#).

Off Campus Housing

UNG provides an off-campus housing service which provides a user-friendly searchable listing database to help students find off-campus housing near UNG campuses. Listings include photographs and floor plans, maps with directions to the closest UNG campus, direct links to a property's email, application/lease form and website, as well as property descriptions and a list of property amenities/features. The site also includes educational components designed to help students with the transition to off-campus living.

The service is free for UNG students, faculty and staff. Students with a UNG login can also register for an account to create & search roommate profiles, use the message boards or to post a sublet listing.

The UNG Off-Campus Housing Service link can be off the [Dean of Students webpage](#) or at offcampushousing.ung.edu.

Residence Life

The University of North Georgia houses over 2,000 non-cadet students on the Dahlonega campus within its three styles of University housing: traditional residence halls, suite-style residence halls, and apartment-style residence halls. Meal plans are required for students living in traditional and suite-style residence halls.

All rooms, suites, and apartments are fully furnished with beds, mattresses, drawer units, desks, and chairs. Additional items vary by housing type and can be found on the Residence Life website. Each room is hard-wired for network access and has wireless access as well.

Students who are assigned a space in University housing are required to complete an online University Housing contract and are held responsible for the terms and conditions of the contract for the full term of the contract. Please read your contract thoroughly before submitting, as it is a legally binding agreement between you and The University of North Georgia or the University's Public-Private Partner, Corvias Campus Living.

For more information, please see [Residence Life](#).

Student Counseling

Most college students encounter difficulties at some point during their college experience. Student Counseling can help you to move through challenging times, feel better, and improve your ability to succeed academically and

socially. We have four Student Counseling locations (Dahlonega, Gainesville, Oconee, and Cumming) that provide free and confidential services by licensed professionals to currently enrolled students. UNG's student counseling services focus on helping you to find solutions that fit you at this time in your life. We offer a wide variety of services including mental health assessments, individual and couples psychotherapy, group therapy, screenings, and educational seminars.

Individual counseling services include, but are not limited to, depression, anxiety, relationships, homesickness, stress management, difficulty adjusting to college life, grief, crises, biofeedback, self-exploration, interpersonal conflicts, panic, academic concerns, test anxiety, rape/sexual assault, sexual orientation and gender issues, substance abuse and other addictive behaviors, and worries about other students, friends, or family members. Medication evaluations can be made to off-campus psychiatrists.

Counseling is not documented on your academic record and is kept between only you and the therapist. The counselor may only break confidentiality in the unusual circumstances of imminent danger to you or others, a court order, or where there are concerns for abuse or neglect of children, the disabled, or the elderly. Regardless of which campus you are attending, if an emergency involves imminent risk to yourself or someone else, immediately contact Student Counseling, University Police, or 911.

For more information, please see [Student Counseling](#).

Student Disability Services

UNG is committed to providing an inclusive and supportive learning environment, and promoting the principle of individual rights and responsibilities for all students. As a resource and an advocate for students with disabilities, Student Disability Services staff works to provide equal educational opportunities by promoting academic, social, and physical access.

For more information, please see [Student Disability Services](#).

Student Health Services

Student Health Services exists to advance the health of students at the University of North Georgia by providing services that include evaluation and treatment for minor acute illnesses and/or injuries, women's and men's clinic examinations, and testing. Chronic illnesses are not treated at Student Health. These services are provided to all UNG students who pay the student health fee. These services are provided by appointment to all UNG students who pay the student health fee.

For more information, please see [Student Health Services](#).

Student Money Management Center

The Student Money Management Center is committed to providing opportunities for students to enhance their knowledge of effective money management through promoting financial literacy and empowering student to make responsible financial decisions. The SMMC offers personal consultations, workshops, seminars, presentations, and online resources aimed at helping students take control of their financial lives and establish good money habits for like.

For more information, please the [Student Money Management Center](#).

Testing

The University of North Georgia is a member of the Consortium of the National College Testing Association (NCTA) and offer a variety of testing for students and community members.

For more information, please see [Testing](#).

Tutoring Services

UNG Tutoring Services provides currently enrolled students with complimentary and comprehensive tutoring in a variety of subjects. Tutoring Services is dedicated to promoting and fostering independent learning and thinking to improve confidence in a relaxed, fun atmosphere. Our friendly and knowledgeable tutors are committed to providing academic support for students through developing studying skills and test taking strategies and through bridging the learning gap between in-class work and homework. Tutoring is available on four campuses and is provided by professional and peer tutors. Conferences are available in either one-on-one or group sessions with no appointment necessary.

For more information, please see [Tutoring](#).

UNG Bookstore

The University offers bookstore locations at all campuses except Blue Ridge. At the UNG Bookstore students can find textbooks, school supplies, UNG apparel, Dell Laptops, and much more! Located below the UNG Bookstore in Dahlonega is the Military Clothing and Sales store where cadets may purchase their uniforms and accessories.

Bookstore operating hours vary by campus and time of year. For more information, please see [Bookstore](#).

University Police

The University of North Georgia Police Department provides a full range of law-enforcement and ministerial services 24-hours a day, seven days a week on the Dahlonega and Gainesville campuses. On the Cumming and Oconee campuses, officers are assigned on patrol whenever school is in sessions and has agreements with the surrounds law enforcements agencies. The Blue Ridge campus is served by the Fannin County Sheriff's Office and any follow-up investigations are conducted by UNG Police.

For more information, please see [University Police](#).

Co-Curricular Experiences and Opportunities

The University of North Georgia provides students the opportunity to develop not only academically, but also outside of the classroom. The Office of Student Involvement coordinates many of these experiences to enhance your development as a whole person and offer you the change to practice and test ideas gained in the classroom.

Fraternity & Sorority Life

Friendship. Scholarship. Philanthropy. Leadership. Fun. These five words describe Fraternity & Sorority Life, or the fraternity and sorority system, at the University of North Georgia. At UNG, Fraternity & Sorority Life is just one part of a balanced undergraduate experience. The fraternity or sorority experience is a great way to create a sense of home within the UNG campus community. It is all about friendship, leadership development, scholarship, civic engagement, philanthropic endeavors, and brotherhood/sisterhood that compliment your classroom experience. It's about traditions and establishing life-long friendships. Many students have found lifetime friendships and a home away from home with their fraternity brothers and sorority sisters. In addition to this support system, Greek-lettered organizations provide leadership opportunities and scholasticsupport.

The Office of Fraternity & Sorority Life is dedicated to the development of the Fraternity & Sorority community through close collaboration with the University community, International organizations, and community partners to provide educational programs, services, and resources for the 15 Greek-lettered social fraternities and sororities and their governing councils.

If you're looking for a way to meet tons of new people and have some fun, check out the fraternity and sorority recruitment process that takes place at the beginning of spring semester. Going through recruitment in no way requires you to join an organization, but offers you the opportunity to see what our sororities and fraternities have to offer. Members of fraternities and sororities at UNG pride themselves on being different. Take a closer look and see if this is what your college career is missing.

For more information, please see [Fraternity & Sorority Life](#).

Student Leadership Programs

At the University of North Georgia, we are committed to helping each UNG student reach their personal leadership potential. With a unique designation as a University System of Georgia State Leadership Institution, you will experience a culture of academic excellence in a student-focused environment committed to your leadership success. Through UNG Leadership Programs you will gain broad access to academic and co-curricular programs that develop you into a leader for a diverse society. With experiences ranging from 1:1 faculty mentoring, resume-building experiences, and student leadership opportunities, UNG students have multiple pathways to actively develop their leadership awareness and skills. UNG students lead in student organizations, in the classroom, in the community, in their professional fields, and all around the world. The possibilities to lead at UNG are endless. You can find Leadership Programs representatives on the Dahlonega, Gainesville, and Oconee campuses.

For more information, please see [Leadership Programs](#).

Campus Recreation & Wellness

The Campus Recreation & Wellness Department at the University of North Georgia provides an opportunity for all students to participate in a wide variety of programming that includes intramural sports, outdoor pursuits, sport clubs, group exercise classes, and various fitness and wellness activities. Our mission is to promote an inclusive UNG community that advances student development and the student experience by providing comprehensive recreational programming and facilities that provide leadership and service opportunities.

Recreational programming and facilities are available for students across most campuses if all applicable campus student fees have been paid.

For more information, please see [Campus Recreation & Wellness](#).

Student Involvement

The Office of Student Involvement contributes to student success in college and beyond by providing a variety of supportive programs (cultural, educational, recreational, and social), promoting leadership among students, and working with student organizations. On each one of our campuses you will find activities, events, and organizations tailored to the needs and interest of student on that campus.

For more information, please see [Student Involvement](#).

For a complete list of Student Organizations, please see [UNG Connect](#).

Where to Go – Whom to See

Below you will find information about various resources for students. All physical locations are listed for this resource by campus. If no physical location exists for your campus, please contact any of the locations listed.

Academic Information	
Academic Advising	BLR- Room 111, 706-946-5465 CMG- Room 242, 470-239-3104; advising-cmg@ung.edu DAH- 162 Stewart Center, 706-864-1402; advising-dah@ung.edu GVL- 134 Student Center, 678-717-3791; advising-gvl@ung.edu OCN- 202 Administration Bldg., 706-310-6365; advising-ocn@ung.edu
Adding/Dropping a Course	Nighthawks Registration; Registrar BLR- Room 102, 706-946-5462 CMG- Room 146, 470-239-3105; registrar-cmg@ung.edu DAH- 320 Chestatee Bldg., 706-864-1760; registrar-dah@ung.edu

	GVL- 250 Student Center, 678-717-3644; registrar-gvl@ung.edu OCN- 107 Administration Bldg., 706-310-6226; registrar-ocn@ung.edu
Class Absences	See your Instructor(s) or Refer to course syllabus
Excused Absence Notice	Dean of Students DAH/BLR- 365 Stewart Center, 706-864-1900 GVL/CMG- 204 Student Center, 678-717-3877 OCN- 113 Administration Bldg., 706-310-6205
Attendance Regulations	UNG Undergraduate Catalog UNG Graduate Catalog
Auditing a Class	Registrar BLR- Room 102, 706-946-5462 CMG- Room 146, 470-239-3105; registrar-cmg@ung.edu DAH- 320 Chestatee Bldg., 706-864-1760; registrar-dah@ung.edu GVL- 250 Student Center, 678-717-3644; registrar-gvl@ung.edu OCN- 107 Administration Bldg., 706-310-6226; registrar-ocn@ung.edu
Change of Degree/Major/Campus	Online-Banner Web
Honors Program	678-717-2252 honors@ung.edu
International Student Services	Center for Global Engagement; global@ung.edu DAH- 218 Price Memorial Hall, 706-867-2858 GVL- 175 Strickland Bldg., 678-717-3937
Library	askus@ung.edu CMG- 470-239-3039 DAH- 706-864-1889 GVL- 678-717-3653 OCN- 706-310-6238
Service Learning	Center of Teaching and Learning and Leadership service-learning@ung.edu GVL- 137 Administration Bldg., 678-717-3937
Student Research	Undergraduate Research: Center for Undergraduate Research and Creative Activities; curca@ung.edu DAH- 102 Price Memorial, 706-867-3013 GVL- 115 Administration Bldg., 678-717-3698
Study Abroad	Center for Global Engagement International Student and Scholar Services DAH- 218 Price Memorial Hall, 706-867-2858 GVL- 175 Strickland Bldg., 678-717-3937
Testing Office	DAH- 203 Stewart Center, 706-864-1799 GVL- College Square, Suite 176 (off campus), 678-717-3863 OCN- 1021 Jamestown Blvd. (off campus), 706-310-6308
Transcripts	Online – Banner Web; Registrar CMG- Room 146, 470-239-3105 DAH- 320 Chestatee Building, 706-864-1760 GVL- 250 Student Center, 678-717-3644 OCN- 107 Administration Bldg., 706-310-6226
Transfer Credits	Online – Banner Web; Registrar BLR- Room 111, 706-946-5465 CMG- Room 146, 470-239-3105

	DAH- 320 Chestatee Building, 706-864-1760 GVL- 250 Student Center, 678-717-3644 OCN- 107 Administration Bldg., 706-310-6226
Transient Permission	Online – Banner Web; Registrar BLR- Room 102, 706-946-5462 CMG- Room 146, 470-239-3105 DAH- 320 Chestatee Building, 706-864-1760 GVL- 250 Student Center, 678-717-3644 OCN- 107 Administration Bldg., 706-310-6226
Withdrawal	Online – Banner Web; Registrar BLR- Room 102, 706-946-5462 CMG- Room 146, 470-239-3105 DAH- 320 Chestatee Building, 706-864-1760 GVL- 250 Student Center, 678-717-3644 OCN- 107 Administration Bldg., 706-310-6226
Hardship Withdrawal	Dean of Students DAH/BLR- 365 Stewart Center, 706-864-1900 GVL/CMG- 204 Student Center, 678-717-3877 OCN- 113 Administration Bldg., 706-310-6205

Academic Assistance	
Corps Academic Coordinator	DAH- 102 Military Leadership Center, 706-864-1786
eCore Registration Assistance	DAH- 377 Library Technology Center, 706-867-2385; ecore@ung.edu
IT Service Desk	CMG- Room 253, 470-239-3121 DAH- 164 Library Technology Center, 706-864-1922 GVL- ACTT Center, Watkins Bldg., 678-717-3555 OCN- 207 Computer Lab, 706-864-1922 Email: helpdesk@ung.edu
Language Lab	DAH- 317 Dunlap Hall, 706-864-1682 GVL- 4201 Nesbitt Building, 678-717-3868 OCN- 573 Student Resource Center, 706-310-6296
Language Placement & Advising	DAH- 322-B Dunlap Hall, 706-864-1683 GVL- 4201 Nesbitt Building, 678-717-3868 OCN- 573 Student Resource Center, 706-310-6296
Tutoring (Academic Skill Center)	tutoringservices@ung.edu BLR- Room 111, 706-946-5463 CMG- Student Resource Center, 470-239-3036 DAH- 269 Stewart Center, 706-864-1433 GVL- ACTT Center, Watkins Bldg., 678-717-3766 OCN- 583 Student Resource Center, 706-310-6294
Writing Center	CMG- Student Resource Center, 470-239-3036 DAH- 180 Library Technology Center, 706-867-2979 GVL- 2103 Nesbitt Building, 678-717-3881 OCN- 583 Student Resource Center, 706-310-6294

Admissions	
Cadet Admissions	340 Chestatee Building, 706-867-2918 or 888-413-9366

Undergraduate Admissions	BLR- Room 102, 706-946-5462 CMG- Room 146, 470-239-3105 DAH- 360 Chestatee Building, 706-867-1800 GVL- 208 Student Center, 678-717-3641 OCN- 108 Administration Bldg., 706-310-6201
Graduate Admissions	348 Chestatee Building, 706-864-1543

Graduation Information	
To Apply	Online; Registrar BLR- Building A, Front Desk, 706-946-5462 CMG- Room 146, 470-239-3105 DAH- 320 Chestatee Building, 706-864-1760 GVL- 250 Student Center, 678-717-3644 OCN- 107 Administration Building, 706-310-6226
Caps & Gowns	University Bookstore DAH- Suite 200 Campus Commons, 706-864-1635 GVL- Student Center, 678-717-3636 OCN- 700 Faculty Center, 706-310-6210
Honor Stoles	Online: colleges.herffjones.com

Military Information	
Military Science Department (ROTC)	103 Military Leadership Center; 706-864-1781 or 706-864-1449
Corps of Cadets	Commandant of Cadets, 102 Military Leadership Center, 706-864-1786
Uniform and Accessories	Military Clothing & Sales, Quartermaster, 1 st floor of Chestatee Building, 706-864-1537
Veteran and Adult Learner Programs	DAH- 319 Student Center, 706-867-2503 GVL- 120 Dunlap Mathis, 678-717-3875

Student Affairs	
Career Services	DAH- 333 Stewart Center, 706-864-1951 GVL- 346 Student Center, 678-3964 OCN- 206 Administration Bldg., 706-310-6310
Counseling	CMG- Room 238, 470-239-3134 DAH- 246 Stewart Center, 706-864-1819 GVL- 115 Student Center, 678-717-3660 OCN- 106 Administration Bldg., 706-310-6205
Dean of Students	DAH/BLR- 365 Stewart Center, 706-864-1900 GVL/CMG- 204 Student Center, 678-717-3877 OCN- 113 Administration Bldg., 706-310-6205
Disability Services	BLR- Room 111, 706-946-5465 CMG- Room 236, 478-239-3137 DAH- 233 Stewart Center, 706-867-2782 GVL- 107 Dunlap Mathis Building, 678-717-3855 OCN- 112 Administration Bldg., 706-310-6204
Financial Aid (and Veteran's Educational Benefits)	CMG- Room 145, 470-239-3022 DAH- 308 Stewart Center, 706-864-1412 GVL- 234 Student Center, 678-717-3642 OCN- Information Desk, Administration Bldg., 706-310-6263

Fraternities & Sororities	309 Hoag Student Center, 706-864-1643
Health Concerns (Student Health Services)	DAH- 100 Chestatee Building, 706-864-1948 GVL- Building 23, 678-6962676
Housing Information	Residence Life (non-cadet housing), 361 Stewart Center, 706-864-1902 Corps of Cadets (military housing), 118 Military Leadership Center, 706-864-1976
Intramural Sports	DAH- Recreation Center, 706-864-1458 GVL- 162 Hugh Mills PE Complex, 678-717-3485 OCN- 508 Student Resource Center, 706-310-6250
Lost and Found	BLR- Information Desk, 706-946-5460 CMG- Information Desk, 470-239-3132 DAH- 312 Hoag Student Center, 706-864-1643 GVL- 303 Student Center, 678-717-3622 OCN- 112 Administration Bldg., 706-310-6205
Multicultural Student Affairs	DAH- 320 Hoag Student Center, 706-867-2720 GVL- 147 Student Center, 678-717-3654 OCN- 508 Student Resource Center, 706-310-6250
Nighthawks Entertainment	DAH- 312 Hoag Student Center, 706-864-1643 GVL- 303 Student Center, 678-717-3622 OCN- 508 Student Resource Center, 706-310-6250
Orientation and Transition Programs	706-864-1010 otp@ung.edu DAH/BLR- 302 Stewart Center GVL/CMG- 303 Student Center OCN- 102 Administration Bldg.
Recreation (Fitness, Aquatics, Outdoor Pursuits and Sport Clubs)	DAH- Recreation Center, 706-864-1458 GVL- 162 Hugh Mills PE Complex, 678-717-3485
Residence Policy Waivers	Dean of Students, 365 Stewart Center, 706-864-1900 Commandant of Cadets, 102 Military Leadership Center, 706-864-1786
Student Government Association	CMG- Room 234, 470-695-4718 DAH- 412 Hoag Student Center, 706-864-1643 GVL- 303 Student Center, 678-717-3622 OCN- 508 Student Resource Center, 706-310-6250
Student Leadership Programs	DAH- 312 Hoag Student Center, 706-864-1643 GVL- 303 Student Center, 678-717-3622 OCN- 508 Student Resource Center, 706-310-6250
Student Money Management Center	DAH- 261 Stewart Center, 706-867-3308 GVL- 333 Student Center, 678-717-3985
Student Organizations	DAH- 312 Hoag Student Center, 706-864-1643 GVL- 303 Student Center, 678-717-3622 OCN- 508 Student Resource Center, 706-310-6250
Veteran & Adult Learner Programs	DAH- 319 Student Center, 706-867-2503 GVL- 120 Dunlap Mathis, 678-717-3875
Volunteerism & Community Services	DAH- 312 Hoag Student Center, 706-864-1643 OCN- 508 Student Resource Center, 706-310-6250

Student Resources	
Alumni Relations	DAH- Alumni Relations & Annual Giving, 70 Alumni Drive, 706-864-1547

Athletics	DAH- 112 Memorial Hall, 706-867-3212
Books and Supplies (UNG Bookstore)	CMG- Room 260, 470-239-3133 DAH- Chestatee Building, 706-864-1635 GVL- Student Center, 678-717-3636 OCN- 700 Faculty Center, 706-310-6210
Business Office (all fee payments)	CMG- Room 128, 470-239-3138 DAH- 203 Downtown Office Building, 706-864-1409 GVL- 155 Administration Bldg., 678-717-3780 OCN- 106 Administration Bldg., 706-310-6244
Card Services	BLR- Information Desk, 706-946-5460 CMG- Room 128, 470-239-3138 DAH- 104 Hoag Student Center, 706-864-1404 GVL- 326 Student Center, 678-717-3914 OCN- 723 Faculty Center, 706-310-6270
Food Pantry	CMG- Room 234, 470-695-4718 DAH- Vickery House, 706-864-1444 GVL- 338 Student Center OCN- 728 Faculty Center
Meal Plans	DAH- 104 Hoag Student Center, 706-864-1404
Parking Permits/Vehicle Registration	Parking Services DAH- 156 South Chestatee St., 706-864-1697 GVL- 326 Student Center, 678-717-3914 OCN- 723 Faculty Center, 706-310-6270
Parking Ticket Appeals	Online Parking Services
Post Office	DAH- 206 Hoag Student Center, 706-864-1634
Student Counseling	BLR- Room 111, 706-946-5465 CMG- Room 238, 470-239-3134 DAH- 246 Stewart Center, 706-864-1819 GVL- 115 Student Center, 678-717-3660 OCN- 106 Administration Bldg., 706-310-6205
Title IX Reports (Sexual Assault / Harassment/ Relationship Violence)	Lisa Thomas, Title IX Coordinator 111 Downtown Office Building, 706-867-4560 titleIX@ung.edu
University Police	BLR- 911 then 706-864-1500 CMG- Room 240, 706-864-1500 DAH- 246 S. Chestatee Street, 706-864-1500 GVL- Building 14, 706-864-1500 OCN- Building 900, 706-864-1500
When You Don't Know Where Else to Go	Student Ombudsman (confidential) DAH- Dr. Elizabeth Combier, 303A Dunlap Hall, 706-867-2811, elizabeth.combier@ung.edu GVL- Emily Cook, 2128 Nesbitt Building, 678-717-3476, StudentOmbuds_Gainesville@ung.edu OCN- Veronica Walker, 551 Student Resource Center, 706-310-6314, StudentOmbuds_Oconee@ung.edu Dean of Students, (non-confidential) DAH/BLR- 365 Stewart Center, 706-864-1900 GVL/CMG- 204 Student Center, 678-717-3877 OCN- 113 Administration Bldg., 706-310-6205