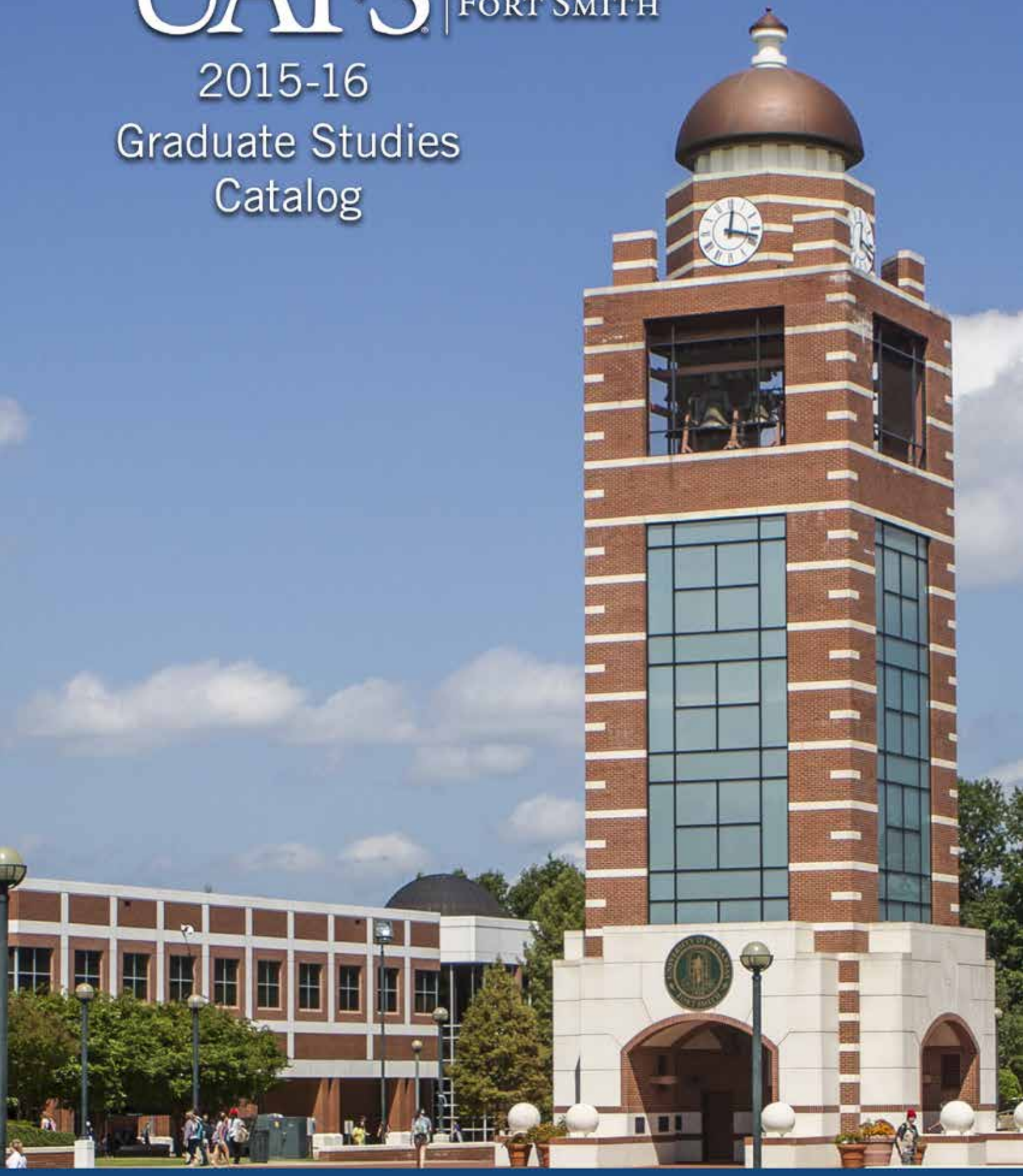
UAFS | University of Arkansas Fort Smith

2015-16 Graduate Studies Catalog



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CHANCELLOR'S MESSAGE

A new door to the future has opened at the University of Arkansas - Fort Smith.

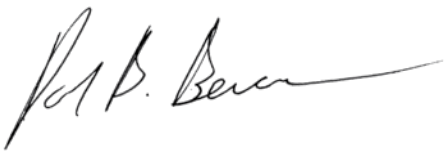
As of August 2015, UAFS will offer graduate studies. Our first graduate program will lead to a Master of Science in Healthcare Administration.

The Master of Science in Healthcare Administration is a fully online program available to students who have earned a bachelor's degree in nursing, healthcare administration, business or a related healthcare field from a regionally accredited institution.

The program is designed to prepare students for management and leadership in the healthcare industry. Upon earning this degree, you will be ready to manage the business, financial and staffing aspects of hospitals, clinics and other healthcare organizations.

If you hope to expand your horizons in healthcare leadership and go beyond where a bachelor's degree can take you, you have come to the right place. I invite you to consider graduate studies at UAFS today.

Sincerely,



Paul B. Beran, Ph.D.

Chancellor

GRADUATE CALENDAR 2015-16

FALL SEMESTER - 2015	
University Days	(R-F) August 13-14
Last Day to Drop/100% Refund (in person)	(F) August 14
Last day to Drop/100% Refund (by web)	(U) August 16
Classes Begin	(M) August 17
Last Day to Drop Graduate Class/75% Refund (no refund after this date)	(F) August 21
ADHE Census Date	(M) August 31
No Classes/Offices Closed (Labor Day)	(M) September 7
Last Day to Drop Graduate Courses with a W (Full Term)	(F) October 9
Mid-Term Grades Due	(W) October 14
Fall Break - No Classes/Offices Open	(W) November 25
No Classes/Offices Closed (Thanksgiving)	(R-U) November 26-29
Fall Break	(W-U) November 25 - 29
Last Day of Classes	(T) December 1
Reading Day	(W) December 2
Final Exam Week	(R-W) December 3-9
Commencement	(R) December 10
Final Grades Due	Noon (M) December 14

WINTER INTERSESSION	
Classes Begin	(R) December 10
Last Day of Term	(F) January 8
Final Grades Due	Noon (T) January 12

SPRING SEMESTER - 2016	
University Days	(F) January 15
Last Day to Drop/100% Refund (in person)	(F) January 15
Last Day to Drop/100% Refund (by web)	(M) January 18
No Classes/Offices Closed (Martin Luther King Jr.)	(M) January 18
Classes Begin	(T) January 19
Last Day to Drop Graduate Class/75% Refund (no refund after this date)	(M) January 25
ADHE Census Date	(T) February 2
Last Day to Drop Graduate Courses with a W (Full Term)	(F) March 11
Mid-Term Grades Due	(W) March 16
Spring Break - No Classes/Offices Open	(M-U) March 21-27
Offices Closed (Washington/Bates)	(F) March 25
Faculty Appreciation Ceremony/Undergraduate Research Symposium	(F) April 15
Last Day of Classes	(F) May 6
Final Exam Week	(S-F) May 7-13
Commencement	(S) May 14
Final Grades Due	Noon (T) May 17

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SPRING INTERSESSION DOMESTIC/INTERNATIONAL MAYMESTER - 2016

Classes Begin	(M) May 16
Offices Closed (Memorial Day)	(M) May 30
Last Day of Term	(F) June 3
Final Grades Due	Noon (T) June 7

SUMMER TERM I - 2016

Last Day to Drop Summer I/100% Refund (in person)	(F) June 3
Last Day to Drop Summer I/100% Refund (by web)	(U) June 5
Classes Begin	(M) June 6
Last Day to Drop Summer I Classes/50% Refund	(F) June 10
ADHE Census Date	(M) June 13
Last Day to Drop Graduate Courses with a W (Summer I 5 Week)	(W) June 22
No Classes/Offices Closed (Independence Day)	(M) July 4
Last Day of Term (Summer I 5 Week)	(R) July 7
Last Day to Drop Graduate Courses with a W (Summer I 10 Week)	(F) July 8
Final Grades Due (Summer I/5 Week)	Noon (T) July 12
Last Day of Term (Summer I 10 Week)	(W) August 10
Final Grades Due (Summer I/10 Week)	Noon (M) August 15

SUMMER TERM II - 2016

Last Day to Drop Summer II/100% Refund (in person)	(F) July 8
Last Day to Drop Summer II/100% Refund (by web)	(U) July 10
Classes Begin	(M) July 11
Last Day to Drop Summer I Classes/50% Refund	(F) July 15
ADHE Census Date	(M) July 18
Last Day to Drop Graduate Courses with a W (Summer II 5 Week)	(W) July 27
Last Day of Term (Summer II 5 Week)	(W) August 10
Final Grades Due	Noon (M) August 15

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STUDENT RESPONSIBILITY

Students enrolled at UAFS are expected to study this catalog carefully to become familiar with all policies, procedures, and regulations. Knowledge of the information contained in the catalog is the responsibility of each student.

The provisions of this catalog are subject to change and should be considered for informational purposes rather than an irrevocable contract between the university and the student

UNIVERSITY OF ARKANSAS - FORT SMITH
5210 GRAND AVENUE, P.O. BOX 3649
FORT SMITH, AR 72913-3649
INFORMATION@UAFS.EDU

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UNIVERSITY HISTORY

Offering graduate studies at the University of Arkansas - Fort Smith promotes the mission of the university to prepare students to succeed in an ever-changing global world while advancing economic development and quality of place. Graduate programs, developed and implemented based on the region's economic demands, are designed to prepare students to solve problems and apply knowledge in their advanced professional field of study.

Historical Development of the Institution

UAFS has evolved from a small college primarily interested in serving local students to a comprehensive regional university that provides a broad range of degree programs and services.

Established as Fort Smith Junior College in 1928, the university operated within the public school system until 1950, when it was incorporated as a private, nonprofit educational institution. In 1952, the university moved to the old County Farm site at Grand Avenue and Waldron Road. Two brick buildings were converted into classrooms and offices, and the semester began with 108 students and 10 instructors.

The university began developing a comprehensive community college program – a new concept in education in the area and the state. Local industrialists became interested and, with their economic aid and professional assistance, a vocational-technical division was established to provide local industries with trained personnel.

The example set by the university resulted in the beginning of a statewide system of community and technical colleges. The Arkansas Constitution was amended and the General Assembly authorized the creation of community junior college districts. An enabling act was passed early in 1965, permitting the citizens in these areas to create such districts by popular referendum. In a special election, the electorate approved the creation of the Sebastian County Community Junior College District. In 1966, Fort Smith Junior College became Westark Junior College.

In 1972, the name was changed to Westark Community College. The college was fully accredited by the North Central Association of Colleges and Secondary Schools in 1973. In 1998, the name was changed to Westark College to more accurately convey the evolving mission, role, and scope of the rapidly growing institution.

In 2002, Westark College became the University of Arkansas - Fort Smith, expanded its curriculum and grew to seven divisions of postsecondary education. In 2015, the university was reorganized to include five divisions of postsecondary education: College of Applied Science and Technology, College of Business, College of Health Sciences, College of Humanities and Social Sciences, College of Languages and Communication, and the College of Science, Technology, Engineering & Mathematics. The Center for Business and Professional Development, specializing in professional business training, and the Center for Lifelong Learning offer additional educational opportunities.

In the fall of 2014, the Arkansas Higher Education Coordinating Board granted approval for UAFS to change its role and scope to offer its first graduate degree program: a Master of Science in Healthcare Administration.

Location

A city rich in history, Fort Smith has a population of over 85,000 within the city limits and almost 300,000 in the metropolitan statistical area. Situated in the Arkansas River Valley between the Ozark and Ouachita mountains, the state's second largest city features a robust economy and a vast array of cultural activities, including a symphony and the Fort Smith Little Theatre, as well as a thriving downtown entertainment district. Outdoor enthusiasts will find the area's lakes, streams, and mountains only minutes away from campus.

The UAFS Vision, Mission, Role and Scope, and Values

Vision - UAFS will be a premier regional university, connecting education with careers.

Mission - UAFS prepares students to succeed in an ever-changing global world while advancing economic development and quality of place.

Role and Scope - Founded in 1928, UAFS has grown in stature, role and scope over the years into a singularly distinctive institution. Organized and focused on teaching and learning, UAFS offers multifaceted academic and technical educational opportunities. The university provides these learning opportunities at times and places convenient to students and clients. Programs include single courses of instruction, certificates of proficiency, technical certificates, and associate, bachelor's and master's degrees designed to meet a demonstrated demand of the region. In addition to certificate and degree programs, UAFS provides a wide range of customized, on-site education and training services – both pre- and post-employment – designed to meet the workforce education and retraining needs of business and service organizations.

UAFS provides a variety of public service activities for the people and organizations within its service area. Included are noncredit courses, seminars, workshops, lectures, travel, telecourses, and teleconferences organized by the Center for Business and Professional Development. UAFS makes campus facilities and resources available to community organizations and seeks to enrich quality of place in the community through sponsored cultural activities and events.

Values - UAFS holds a set of core values based on the belief that we can and should be the best of learning institutions by centering our focus and efforts on the learner and by practicing and modeling integrity and ethical behavior, responsibility for results, service to our fellow citizens and the communities we serve, and cooperation and collaboration with others in the betterment of the world in which we live.

Equal Opportunity/ Affirmative Action Statement

UAFS provides equal employment, admission, and educational opportunities without regard to race, color, age, national origin, religion, disability, veteran status, sexual orientation, or gender identity. UAFS does not discriminate on the basis of disability in admission, access to, treatment, or employment in its programs and activities.

The university is committed to a policy of EEO and to a program of affirmative action. Any person who believes he or she has been discriminated against, or is aware of discrimination against another person, is encouraged to contact: Director of Human Resources/EEO Officer, telephone 479-788-7839.

UAFS Policy Statement

The University of Arkansas – Fort Smith is committed to providing an environment that emphasizes the dignity and worth of every member of its community and that is free from harassment and discrimination based upon race, color, religion, national origin, service in the uniformed services (as defined in state and federal law), veteran status, sex, age, pregnancy, sexual orientation, gender identity, physical or mental disability or genetic information. Such an environment is necessary to a healthy learning, working and living atmosphere. Accordingly, all acts of discrimination, harassment, retaliation and sexual misconduct as defined by this policy are prohibited.

Title IX

Title IX, part of the Education Amendments of 1972, is a federal law that prohibits sex discrimination in education. The Vice Chancellor for Student Affairs has primary responsibility for compliance with Title IX. Any student discipline case involving allegations of sexual harassment, sexual discrimination, gender identity, other forms of discrimination based on protected status, sexual assault, sexual violence, sexual exploitation, stalking, domestic abuse, relationship violence or retaliation related to any of the above will be handled in accordance with the procedures outlined in the University of Arkansas - Fort Smith Campus Policy and Procedure for Sexual Misconduct. Any concerns, questions or incidents regarding Title IX should be directed to the Vice Chancellor for Student Affairs, Dr. Lee Krehbiel, at 479-788-7310 or the Human Resources Director, Bev McClendon, at 479-788-7839. UAFS will respond to complaints in a manner that maintains or restores a safe and productive learning environment, while looking into the complaint in a prompt, thorough, and impartial fashion. For information, see uafs.edu/title-ix/title-ix-welcome.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They are:

1. The right to inspect and review the student's college education records as soon as possible but not later than 45 days from the day the university receives a request for access. Students should submit to the registrar a written request that identifies the records they wish to inspect. The registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the registrar, the registrar shall advise the student of the correct official to whom the request should be addressed.
2. The right to request amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask UAFS to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If UAFS decides not to amend the record as requested by the student, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. UAFS discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by UAFS in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom UAFS has contracted as its agent to provide a service instead of using UAFS employees or officials (such as an attorney, auditor or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. Upon request, UAFS also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by UAFS to comply with the requirements of FERPA. The name and address of the office that administers FERPA is as follows: Family Policy Compliance Office U.S. Department of Education, 400 Maryland Ave. SW, Washington, DC 20202-4605.

Directory information as defined by the U.S. Department of Education means information contained in an educational record of a student that would not generally be considered harmful or an invasion of privacy if disclosed. Students may request UAFS not release directory information by completing the proper form and submitting it to the Records Office. Directory information at UAFS includes name, address, major field of study, degrees and awards received, participation in officially recognized activities and sports, weight and height of members of athletic teams, telephone listing, UAFS email address, photograph, date and place of birth, dates of attendance, grade level, enrollment status (i.e., undergraduate or graduate; full- or part-time), honors received, and most recent educational agency or institution attended.

It is important to note that the institution, at its sole discretion, designates what is considered "directory information," as well as what is released in each circumstance.

Additionally, educational records and personal information may be released in the following circumstances:

- Judicial subpoena of records, upon condition that UAFS makes a reasonable effort to notify the student in advance of the release of records.
- Emergency situations, if knowledge of personal information is necessary to protect the health and safety of a student or other person(s).

UAFS is required to comply with military requests for student information, under the Solomon Amendment to the National Defense Authorization Act for 1995 and 1996 and the Omnibus Consolidated Appropriations Act, 1997.

Diversity

UAFS recognizes that diversity within the student body, the faculty and staff, and in the educational experience enriches learning and education. Our strong commitment to diversity will help shape the future of the institution and create a learning environment that welcomes all. Students, faculty, and staff are encouraged to bring with them distinct perspectives that encourage thoughtful discussion and collegial deliberation.

Accreditations

UAFS is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. The university is approved by the United States Department of Education, the United States Department of Health and Human Services, and the Arkansas State Approving Agency for veterans' training. College of Applied Science and Technology programs are accredited by the Association of Technology, Management and Applied Engineering (ATMAE). The automotive program is certified by the National Automotive Technicians Education Foundation (NATEF). The legal assistance/paralegal program is approved by the American Bar Association. School of Education programs are accredited by the National Council for the Accreditation of Teacher Education (NCATE). Nursing programs at the university are approved by the Arkansas State Board of Nursing. The traditional BSN and RN to BSN online completion programs are accredited by the Accreditation Commission for Education in Nursing (ACEN). The surgical technology program is accredited by the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting through the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The dental hygiene program is accredited by the American Dental Association's Commission on Dental Accreditation (CODA). The radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT) and the diagnostic medical sonography program is accredited by the Joint Review Committee of Diagnostic Medical Sonography (JRCDMS) through the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The UAFS Music Department is an accredited institutional member of the National Association of Schools of Music (NASM). The College of Business programs are accredited by the Association to Advance Collegiate Schools of Business (AACSB).

In the fall of 2014, the Arkansas Higher Education Coordinating Board granted approval for UAFS to change its role and scope to offer graduate programs. The first graduate degree program will be a Master of Science in Healthcare Administration. This program is contingent on Higher Learning Commission accreditation/recognition of master's degrees at UAFS. An accreditation visit from the Higher Learning Commission is scheduled for April 2015. UAFS will seek accreditation for the Master of Science in Healthcare Administration (Online Program) from the Commission on Accreditation of Healthcare Management Education (CAHME).

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ADMISSION TO GRADUATE STUDIES

Opportunities for advanced study are provided to qualified students seeking graduate education and/or degrees provided under the supervision of the Office of Graduate Studies and individual colleges. Students must first be admitted into the graduate school in addition to being admitted into a degree program. Admission to a degree program is not guaranteed until the applicant receives official notification from the college in which the degree is offered. The student may not enroll in any graduate course until this official notification is received. Failure to adhere to this policy will nullify any graduate level coursework undertaken by the student.

Admission Requirements

Each applicant must satisfy the minimum admission requirements of the Office of the Associate Provost for Academic Affairs as well as any additional requirements specified by the individual graduate program. All applications and required materials must be submitted to the Office of Admissions/ Graduate Studies.

The minimum admission requirements are as follows:

- An earned bachelor's degree from a United States regionally accredited college or university.
- A completed application for admission and required materials submitted by published deadlines. (*See* Graduate Studies website *for application deadlines and any additional deadlines/requirements of specific degree programs.*)
- Official final transcript(s) from all colleges and universities attended. Transcripts must be submitted in an official, sealed, school envelope or sent electronically from the individual institution(s).
- A nonrefundable $100 graduate application fee (fee is pending University of Arkansas System Board approval).
- Letters of recommendation may be required by the individual programs. (See degree program for specific requirements.)
- A minimum cumulative grade point average of 3.0 based on a 4.0 scale for the undergraduate degree. Degree programs may require a higher GPA. (See degree program for specific requirements.)
- Appropriate graduate admission test scores. Individual degree programs will specify required exams (GRE, MAT, GMAT, etc.) and minimum required scores. Graduate exam scores may not be more than five years old at time of application.
- Additional admission requirements as specified by individual programs (See degree program for specific requirements.)

Admission of International Students

International students may apply for the Master of Science in Healthcare Administration (Online Program) if they are completing this program while living outside the United States. International students must meet the admission requirements stated above. If the international applicant does not have a bachelor degree earned from a United States regionally accredited college or university, they must possess an equivalent degree.

- Official final transcripts are required from all foreign and domestic colleges and universities attended. Educational systems that cannot be compared to the United States must be evaluated course by course by an academic credential evaluation service before admission can be finalized. World Education Services is used for this service. International students must also submit certified English translations of all foreign transcripts in addition to the document in the originating language.

- Applicants from countries in which English is not the primary spoken language and the medium of instruction, must provide required TOEFL or IELTS scores. The minimum TOEFL score is 79 on the IBT (internet based test), 550 on PBT (paper based test), or the IELTS score of 6.5. Scores may not be more than two years old at time of application. Any student who graduated from a regionally accredited college or university in the United States is exempt from the TOEFL and IELTS language requirement (TOEFL or IELTS).

The Master of Science in Healthcare Administration (Online Program) is not available for F1 international students living within the United States. Online programs will not satisfy visa requirements.

Application

Applications for admission can be obtained from individual UAFS graduate program webpages, or students may apply online at uafs.edu/apply. For admission information, email admissions@uafs.edu or call 888-512-5466. For other general information, email graduate-studies@uafs.edu or call 479-788-7000 and ask for Graduate Studies.

To ensure that the application is processed in a timely manner, submit all application materials by published deadlines. Admission application and required documents must be sent to:

OFFICE OF ADMISSIONS / GRADUATE STUDIES
UNIVERSITY OF ARKANSAS - FORT SMITH
5210 GRAND AVE.
P.O. BOX 3649
FORT SMITH, AR 72913

Transcript Note

- If mailing official transcripts from all colleges and universities attended, they must be in official, sealed, school envelopes that have been sent to the student. Do not open the envelopes, as transcripts not in the original, sealed envelopes, will not be considered official.
- Transcripts may be sent by mail or electronically to the UAFS Records Office from the individual institution(s).
- If courses/degrees have been completed previously from UAFS, the Office of Admissions/Graduate Studies will obtain transcripts from the UAFS Records Office.

Required admission documents are kept for one full year. If the student does not enroll after one year, all documents are purged.

Transfer Credit

Graduate credit from a regionally accredited institution may be accepted if the course(s) are appropriate for the student's curriculum, grades of B or better have been earned, and if the courses were completed within the previous six years. Transfer credit must be approved by the program director for the program of study. Prior transfer work will be evaluated through the admission process. Once the student has begun studies at UAFS, he or she must obtain prior approval from the program director to take any graduate course at another institution. Students must complete 80 percent of the program requirements in residence.

Provisional Student Admission

A person failing to meet one or more of the standards required for admission as a regular student may be eligible for admission if space is available and under specified conditions. These conditions will be determined at the time of admission by the appropriate college and the Office of Graduate Studies.

Non-Degree Student Admission

A student who has a bachelor's degree, minimum GPA of 3.0, and who wishes to enroll in a maximum of six credit hours in introductory graduate courses without qualifying for a degree program can be admitted as a non-degree student. A non-degree student is not eligible for financial aid. Elevation to degree status must be approved by the appropriate college and the Office of the Associate Provost for Academic Affairs. The student must satisfy all admission requirements.

Offers of Admission

Upon receipt and review of the complete set of admission materials, students may receive an acceptance letter, dependent on each graduate program's capacity. If the student is admitted provisionally, the offer letter will specify the conditions of enrollment expected of the student with a deadline for compliance. If the specified conditions are met by the time identified in the offer, the student status will change to that of a regularly admitted student. Failure to meet the conditions specified will result in termination from the program.

If the student is admitted as a non-degree student, he or she will be limited to a maximum of six credit hours of graduate courses. No additional hours in a program will be permitted unless the student proceeds through the admission process.

Students must reply to the admissions acceptance letter by the deadline date for receipt of all admission materials. The student may not enroll in any graduate course until this official notification is received by the university.

Denial of Admission

If a student is denied admission and feels he or she has additional information to share in the evaluation process, the student may submit an admission appeal to the Office of Graduate Studies.

TUITION AND FINANCIAL INFORMATION

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UAFS Graduate Studies Tuition

Tuition charges are based on the number of credit hours taken and residency status. Tuition is established by the University of Arkansas Board of Trustees and is set annually and subject to change without written notice. Students must pay their tuition and fees or make financial arrangements with the Cashier's Office by the posted payment deadlines. Installment plans are available through the Cashier's Office on the university website.

Tuition and Fees

EFFECTIVE FALL 2015

Tuition and per-credit hour fees are not capped. They are charged for each hour taken.

IN-STATE: FOR ARKANSAS RESIDENCY ONLY			
SEMESTER HOURS	TUITION	FEES PER HOUR	TOTAL IN-STATE
1	350	82	432
2	700	164	864
3	1050	246	1296
4	1400	328	1728
5	1750	410	2160
6	2100	492	2592
7	2450	574	3024
8	2800	656	3456
9	3150	738	3888
10	3500	820	4320
11	3850	902	4752
12	4200	984	5184
13	4550	1066	5616
14	4900	1148	6048
15	5250	1230	6480
16	5600	1312	6912

IN-STATE: FOR ARKANSAS RESIDENCY ONLY			
SEMESTER HOURS	TUITION	FEES PER HOUR	TOTAL IN-STATE
17	5950	1394	7344
18	6300	1476	7776

OUT-OF-STATE/INTERNATIONAL			
SEMESTER HOURS	TUITION	FEES PER HOUR	TOTAL IN-STATE
1	550	82	632
2	1100	164	1264
3	1650	246	1896
4	2200	328	2528
5	2750	410	3160
6	3300	492	3792
7	3850	574	4424
8	4400	656	5056
9	4950	738	5688
10	5500	820	6320
11	6050	902	6952
12	6600	984	7584
13	7150	1066	8216
14	7700	1148	8848
15	8250	1230	9480
16	8800	1312	10112
17	9350	1394	10744
18	9900	1476	11376

OTHER FEES	
$40	Graduate Distance Education Course Fee (per credit hour)
$14	Graduate Technology Fee (per credit hour)
$3	Graduate Library Fee (per credit hour)
$25	Graduate Health Science Program Fee (per credit hour)
$100*	Graduate Admission Application Fee
$50*	Graduate Studies Graduation Fee

Refund of Tuition

When a student officially withdraws from a credit course(s), tuition will be refunded according to the following schedule:

DATE OF OFFICIAL WITHDRAWAL	FALL/SPRING SEMESTER	SUMMER TERMS
Before the first day of the semester	100%	100%
During the first week of the semester	75%	50%
After the first week of the semester	None	None

Residency Determination

Students are charged tuition rates based on their legal residency status. Residency in Arkansas must be established at least six consecutive months prior to the beginning of the term for reasons other than attendance at UAFS.

Students are classified as:

- In-State Residency (students who live in Arkansas)
- Out-of-State and International Residency

Military personnel assigned to active duty in Arkansas, their spouses and their dependents shall be accorded in-state status.

Any questions regarding residency status must be directed to the UAFS Records Office. Students can visit the Records Office, or call 479-788-7230, or email records@uafs.edu.

Students who knowingly give erroneous information in an attempt to evade payment of out-of-state fees are subject to dismissal from the university.

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Payment Information

Students must pay tuition and any fees in full or set up installment plans by the posted payment deadlines. If full payment and/or arrangements (Financial Aid or Installment Plan) have not been made by the published deadlines, students will be dropped from their courses.

Students may make payments online or in the Cashier's Office located on the second floor of the Smith-Pendergraft Campus Center. For information on payment deadlines, how to pay online, or payment plan options, see Tuition-Fees-Payments on the Graduate Studies website at uafs.edu/graduate-studies.

Financial Assistance and Scholarships

Students wishing to apply for financial aid and/or graduate scholarships must contact the UAFS Financial Aid Office located on the second floor of the Smith-Pendergraft Campus Center or call for information. The Financial Aid Office provides a comprehensive program of federal loans, work study, and third party assistance. Veterans education benefits are also coordinated through the Financial Aid Office. Students enrolled at least six credit hours are eligible to borrow through the Federal Direct Unsubsidized Loan Program or the Direct PLUS Loan program for Graduate Students if they qualify. Students are not eligible for the Pell Grant or Supplemental Educational Opportunity Grant but may qualify for loans. To determine eligibility, a student must complete the Free Application for Federal Student Aid. The FAFSA should be submitted prior to June 1 and as soon as possible after the previous year's taxes are completed. The electronic application is available on the Department of Education website, fafsa.gov. This free service is the fastest and easiest way to apply. After all requested documentation has been submitted, the application will be processed by Financial Aid Office to determine eligibility. Students will then be notified of financial aid eligibility through a financial aid award letter, or an email notification for current students. Students must satisfy the financial aid/loan regulations to continue their award.

UAFS participates in the William D. Ford Federal Direct Loan Program, which is administered by the U.S. Department of Education

Direct Unsubsidized Loans: Interest is charged during all periods, including school enrollment and during grace and deferment periods.

Direct PLUS Loans: Additional unsubsidized loans that require a credit check during the application process. PLUS loans help pay for educational expenses up to the cost of attendance minus all other financial assistance. Interest is charged during all periods.

Direct Consolidation Loans: Borrowers can combine different federal student loans into one loan.

For additional financial aid information and graduate scholarships, contact the Financial Aid Office and/or view financial aid information on the Graduate Studies website at uafs.edu/graduate-studies.

FINANCIAL AID OFFICE

FINAID@UAFS.EDU
479-788-7090
FAX: 479-788-7095

ACADEMIC POLICIES AND PROCEDURES

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Student Responsibility

Students are responsible for knowing and complying with the policies and procedures contained herein which govern all students.

Academic Advising

A master's degree will require a minimum of 30 credit hours beyond the bachelor's degree and consist of 5000- and 6000-level courses. Specific degree programs may vary in the total hours required and program requirements. It is vital that students work carefully with their assigned graduate advisor in planning their program of study. Students will sign a degree plan with their graduate advisor and review program and course requirements. Students will be required to meet each semester with their graduate advisor prior to registration to evaluate progress toward the degree, to ensure required paperwork is complete and deadlines are met. Ultimate responsibility to enroll in and complete degree requirements rests with the student. Students should not assume that courses taken at UAFS or elsewhere without prior advisor approval will apply to the degree. Any exceptions to the degree plan must be approved by the graduate advisor, the Program Director, and the Associate Provost for Academic Affairs.

Full-Time Enrollment Requirements

Students taking nine (9) or more graduate credit hours per semester will be considered full-time students. Students will not register for more than 12 credit hours in a single semester. If students wish to enroll for more than 12 graduate credits, they must receive permission from the Associate Provost for Academic Affairs.

Registration

Once students have met with their graduate advisor, they will Web-register during the posted registration periods. For registration information, consult the Graduate Studies website at uafs.edu/graduate-studies for Registration and Class Schedule.

Students may change their schedule as needed (add/drop) during the registration period. Late registration may be permitted; however, if students need to register or change classes during the first week of the term, they must receive permission from the program director.

Withdrawal from Classes

Students may withdraw from classes prior to the start of the term via Web registration or through their graduate advisor. Once the term has started, students who wish to withdraw from a class or change classes are governed by the following policy:

1. Withdrawals through the 11th day of the fall/spring terms and fifth day of the summer terms are not recorded on the student's permanent record.
2. During the first week of the fall and spring semesters and first two days of the summer term, students will receive a 100 percent tuition refund for a dropped course only if another course is simultaneously added with their graduate advisor. Any course(s) dropped without a corresponding add will be refunded according to the published refund policy
3. To withdraw after the 11th day of the fall/spring term or the fifth day of the summer term:
    a. Students are required to notify in writing/UAFS email to their graduate advisor, faculty member teaching the course to be dropped, and a financial aid representative in order to withdraw.
    b. Students may withdraw from the fall and spring full terms through 5 p.m. on Friday of the eighth week of the term. Students will receive a W on their permanent records. Students enrolled in short-term courses

may withdraw through the 50 percent time frame of the course.

c. Students may withdraw from the summer through 5 p.m. on Friday of the second week of the summer term in which they are enrolled. Students will receive a W on their permanent record. Students enrolled in short-term courses may withdraw through the 50 percent time frame of the course.

d. Failure to attend and/or pay tuition does not constitute official withdrawal. Students who are on financial aid should check with the Financial Aid Office prior to withdrawing from a class. An appeal of the tuition and fee policy, drop dates and late payment fee must be made in writing to the registrar no later than the last day of classes of the term in question. Appeals must demonstrate extenuating circumstances that prevented the student from adhering to the specific withdrawal dates and deadlines in the registration calendar, and must include documentation in support of the appeal.

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Grades

Final and midterm grades are accessible on the university's intranet. Students can review and print unofficial copies of their current grades and transcripts. Only the final grade is posted on the official transcript.

The following grades are used in the grading system and with the following meanings and grade points per hour: A=Excellent (4), B=Good (3), C=Average (2), F=Failing (0), FX=Failing-Dishonesty (0), W=Withdraw (0), IP=In-Progress (0), CR=Credit (0), and AU=Audit (0).

IN-PROGRESS GRADES

At the end of any semester, a faculty member may assign a grade of IP if extenuating circumstances have prevented the student from completing all course requirements. An IP grade is appropriate ONLY in situations where the student has completed at least 75 percent of the course requirements. The faculty member shall make a professional judgment, on a case-by-case basis, concerning the efficacy of assigning an IP grade.

If a grade of IP is assigned, the faculty member will make a written contract with the student, list work to be completed, and provide a specific date for completion of the coursework. The dean of the college must sign off on the IP grade contract. The faculty member will file the contract with the registrar.

If a final grade has not been assigned by the faculty member by the end of the next spring or fall term, the Records Office will automatically change the IP grade to a grade of F. However, if the contract on file in the Records Office has a later completion date, that contract date is the final deadline for changing an IP to a grade of F. The in-progress grade cannot be extended beyond the original date without the permission of the college dean.

ACADEMIC GRADE POLICY

Calculation of the GPA, or grade point average, includes all courses numbered 5000 and above taken at UAFS. A temporary grade (IP) and those courses for which no numerical equivalents are defined (CR) are excluded from the computation. Students may repeat a course one time. Credit hours earned will be counted only once toward graduation; however, the student's official transcript will show all grades received, and the cumulative GPA will reflect all grades.

Academic Standing

Students are expected to maintain a 3.0 cumulative GPA for courses required in their program to be in good academic standing.

When a student's cumulative graduate GPA falls below a 3.0 for grades attempted in courses numbered 5000 or above taken at UAFS, the student shall be placed on academic probation. If the student's overall graduate average has been raised to a B (3.0) or higher by the end of the next semester of enrollment after being first notified of probation, the student will be returned to good academic standing. A student on academic probation who fails to achieve a 3.0 cumulative GPA by the end of the second semester will be put on academic dismissal and not be permitted to re-enroll.

A part-time student will be evaluated for academic probation only after attempting six (6) graduate credit hours as a student at UAFS. If, at that time, the overall grade point average is less than a 3.00, the student will be placed on academic probation. The student will not be permitted to re-enroll if a 3.00 overall GPA is not restored after one additional semester or six (6) semester credit hours, whichever comes first. A student who has been on academic probation for a total of three separate semesters and whose GPA remains or falls below 3.0 will be put on academic dismissal and not be permitted to re-enroll..

Students will be notified in writing when they are placed on academic probation. The letter of notification must be received by the student before the first day of classes of the semester in which the probation takes effect, and it must state the reason(s) for the probation, the possible consequences of the probation, and the possible remedies for it.

ACADEMIC DISMISSAL BY PROGRAM

Some programs may impose requirements beyond those of the Office of Graduate Studies for the maintenance of satisfactory academic standing. In any such case, the following requirements are made of the program:

- Specific program requirements are stated clearly in writing and given to each student enrolled in the program.
- Students may be dismissed without having been placed on probation. Notifications of dismissal must be made to the student in writing, explaining the reasons for the dismissal.
- A student can appeal a program dismissal by submitting a written appeal to the Office of Graduate Studies.

Graduate Council

The Graduate Council serves to advise the Associate Provost for Academic Affairs. The Graduate Council shall:

- Review graduate curriculum proposals
- Develop and monitor university-wide policies regarding admission, progression, and graduation of graduate students
- Review and assign graduate faculty status.

GRADUATE COUNCIL MEMBERSHIP:

- Associate Provost for Academic Affairs, Chair

- Two representatives from each college. Graduate Council representatives will serve for two-year staggered terms. Members of this council will be selected by the college dean and may be reappointed without restriction.

OTHER/NONVOTING PARTICIPANTS:

- Two (2) graduate student members
- Administrative Support/Administrative Assistant to the Associate Provost for Academic Affairs

The following subcommittees shall work within the Graduate Council:

- The Graduate Appeals Committee shall review student appeals of admission decisions, grades, and the general academic policies.
- The Thesis/Project Committee will develop policies, processes, and requirements for thesis and program projects.

Appeal Process

Students may appeal policy decisions. A letter of petition clearly stating the reason for the appeal must be addressed to the Graduate Appeals Committee, c/o the Office of Graduate Studies. The appeal must be received within 7 business days from notification of the policy decision.

Grade Petitioning

A student who believes an error has been made in the assignment of a final grade must first contact the faculty member to resolve the issue(s). The student must initiate contact no later than the first week of the next term. Should the student remain dissatisfied, he or she may appeal to the program director and then to the dean of the college in which the course originates. If the dean disagrees with the prior responses, the dean will refer the matter to the Graduate Appeals Committee. The dean will respond to the student in writing within 7 business days of receipt of the written appeal from the student, either denying the appeal or indicating that the appeal has been referred to the Graduate Appeals Committee. If the dean has upheld the faculty and program director's response, the student may petition the Graduate Appeals Committee and should do so no later than 10 business days from notification. Failure to act within that time period disqualifies the student from further pursuit of the matter.

The Graduate Appeals Committee shall be convened within 14 business days of receipt of the written petition. The committee shall submit its recommendation to the Associate Provost for Academic Affairs no later than 21 business days from receipt of the petition. The Associate Provost for Academic Affairs will notify the student of the decision within 3 business days. The student may make a final appeal to the Provost and Vice Chancellor for Academic Affairs within 7 business days upon receipt of the decision. The Provost and Vice Chancellor for Academic Affairs will respond within 7 business days with the final decision. The Grade Petition form is available on the Graduate Studies website at uafs.edu/graduate-studies.

Academic Honesty

UAFS is committed to helping students attain the highest level of academic achievement. That achievement is predicated on a foundation of scholastic integrity in all aspects of students' academic work. This absolute standard of academic honesty lies at the heart of any pursuit of learning and the award of any degree or certificate. All students, faculty, and staff of UAFS are responsible for understanding and abiding by the academic honesty policy. The university supports faculty and staff in the good faith application of these policies as they conduct their official duties.

This policy is only one element of the university's commitment to academic honesty; students will find this institutional value, and the practice of scholastic integrity, reflected in many ways in all university programs and services.

Academic dishonesty in any form, including using unauthorized materials, information, or study aids in any academic exercise; plagiarism; forgery; falsification of records; unauthorized possession of examinations; any and all other actions that may improperly affect the evaluation of a student's academic performance or achievement; and the assistance of others in any such act, is forbidden.

A faculty member who has proof that a student is guilty of academic dishonesty must take appropriate action, up to and including, assigning the student a grade of F for the course and suspending the student from the class. The F will be the final grade and the student will not be allowed to withdraw from the course with a W. A description of the incident and the action taken will be reported to the appropriate dean and will be placed in the student's file in the Records Office.

The student may appeal either the finding of academic dishonesty or the penalty, or both, to the Graduate Appeals Committee within three (3) business days of notification. Upon appeal, a student will be allowed to continue in class until the appeal is adjudicated. The Graduate Council acts as arbitrator in such situations, presenting its findings and recommendation to the Associate Provost for Academic Affairs for review. The Academic Honesty petition form is available on the Graduate Studies website at uafs.edu/graduate-studies.

In cases of repeated offenses, the Provost and Vice Chancellor for Academic Affairs will take appropriate action, up to and including permanent suspension from the university. A copy of such action will be placed in the student's file in the Records Office. Repeat incidents of academic dishonesty will result in the assignment of a grade of FX on the transcript, clearly indicating the failing grade was the result of academic dishonesty.

Copyrighted Materials

It is the policy of the University of Arkansas System and its institutions to follow the United States Copyright Law and other statutes that protect the rights of copyright owners. All UAFS faculty, staff, and students should use copyrighted materials within the confines of the statutes and seek guidance from the Office of the Vice Chancellor for Finance in determining fair use. Copyrighted materials include, but are not limited to, computer software, audio and video recordings, photographs, and written material. Violators are subject to university discipline, including suspension, as well as legal liability, even if the work did not contain a written copyright notice. It is also a violation to use a campus computer to illegally copy, display, or distribute copyrighted materials, such as software, MP3 files, or MPEG files.

Use of commercial (for-profit) copy shops may not relieve an individual of liability for infringement. It would depend on:

- whether the copying was fair use, and
- whether the copy shop pays royalties

Online courses often contain copyrighted materials that the faculty member is using under the TEACH Act of 2002. Students may use these materials within the online course, but may not save, alter, or redistribute them to those not enrolled in the course.

Student Conduct

Student Code of Conduct - Students are responsible for good citizenship through enrollment at UAFS. It is expected that students conduct themselves professionally and honorably throughout their association with the university. Students are expected to adhere to the codes of conduct prescribed by the professional organizations in their fields of study.

It is the student's responsibility to be familiar with the Student Code of Conduct for their safety and safety of other students. The Student Code of Conduct is an expression of behavioral standards that are intended to allow students and others at UAFS to live, work, study, recreate, and pursue their educational goals in a productive and secure environment. The Code is crafted to reflect expectations based on values essential to such an environment and to a flourishing academic community, such as honesty, integrity, respect, and fairness. That said, we strive to recognize and honor core tenets of our free society and our academic legacy, such as free speech, the "marketplace of ideas," and free association. Therefore, much expression that may be offensive, unpopular or both will not be actionable under this Code. Further, those who administer the Code attempt to craft both hearings and sanctions in a manner that takes into account the developmental issues and educational needs of students, as well as the well-being of the university community. For details, view the Student Code of Conduct in the Student Handbook at uafs.edu/university/student-handbook.

UAFS Alcohol Policy - Student possession and use of alcohol on university properties, including residential housing, and at official university functions held on campus is prohibited. It is the policy of the university that the illegal or abusive use of drugs or alcohol by employees and students is prohibited on university property or as a part of any university activity whether on or off campus. Irresponsible behavior while under the influence of intoxicants is not to be condoned and may be subject to review and/or action by the appropriate judicial body.

UAFS Drug Policy - Possession, use, or manufacture of illicit drugs is strictly prohibited at the University of Arkansas - Fort Smith. Students at UAFS are subject to disciplinary action for violation of federal or state laws regarding the possession, purchase, manufacture, use, sale, or distribution (by either sale or gift) of any quantity of any prescription drug or controlled substance, except for the use of any over-the-counter medication or for the prescribed use of medication in accordance with the instructions of a licensed physician. Possession of paraphernalia associated with the use, possession or manufacture of a prescription drug or controlled substance is also prohibited.

Alcohol/Drug Abuse - UAFS recognizes its' responsibility to provide a healthy environment in which students may learn and prepare themselves to be fully functioning and productive individuals. Alcohol and other substance abuse is a university concern. When students abuse alcohol and other drugs, academic performance, health, personal relationships, and safety suffer. Abusive levels of alcohol use and other drugs often result in problems such as automobile and other accidents, student fights, property damage, aggravated physical illness, and sometimes death. Students need to know what their responsibilities are as members of the university community and understand the university's expectation and regulations. The abuse of alcohol and other drugs is considered to be detrimental to the attainment of the educational mission of this institution.

UAFS has implemented the following policy regarding substance abuse:

1. Any student found in violation of these procedures will immediately be placed on probation and shall be subject to additional disciplinary actions which may include dismissal from UAFS.
2. The vice chancellor for student affairs or director of housing and residential life will make information available to students about the dangers of drug abuse, the availability of counseling, and the penalties for violations. Such information will be promulgated in the student handbook, visual displays, drug-awareness sessions, etc.
3. Students who have no record of conviction for drug abuse and who voluntarily seek counseling for drug-abuse problems may not be dismissed from the university. However, if a drug-abuse conviction occurs after counseling/rehabilitation has begun, the student is liable for the full range of university disciplinary measures.
4. The vice chancellor for student affairs will be responsible for the implementation of these procedures.
5. Specific degree programs may have additional policies related to prevention and management of substance abuse. Students enrolled in these degree programs are responsible for adhering to College-specific policies as well as university policies.

Tobacco-Free Campus Policy - The use of any tobacco product, including electronic cigarettes, is prohibited on the grounds of UAFS in order to establish a healthier and more beautiful learning environment. The tobacco-free environment includes all university property, which according to State Statute 25-17-301, "... shall include all highways, streets, alleys, and rights-of-way that are contiguous or adjacent to property owned or controlled by the institution.

ACADEMIC SUPPORT AND CAMPUS SERVICES

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Boreham Library

The Boreham Library at the University of Arkansas - Fort Smith provides a wide variety of resources to support graduate programs. The library holds a growing number of electronic databases in business, management, leadership, health, and education. Many of these have full text articles and many others are indexes to articles. These include ABI Inform, Business Source Elite, Lexis Nexis, Education Research Complete, Education Next, ERIC, and the Professional Development Center. Abstracts from many other journals are available in databases, and those articles not available in full text may be obtained quickly and provided to users via interlibrary loan using email, fax, or regular mail. In addition, the library provides research guides and tutorials for students from links on the library website. Reference librarians are available to provide general or discipline specific instructional sessions targeted to assigned research projects. Current health sciences faculty often request these sessions. The electronic reserves module of the library automation system allows students to conveniently access articles, class notes, and other homework or related assignments made by faculty. Students are directed to the Boreham Library's website which has detailed instructions and information concerning library services for off-campus students. Online website information can be located at library.uafs.edu/offcampusaccess.shtml

The library also holds extensive electronic resources in health sciences available both in-house and from remote locations. This comprehensive collection includes over 17,000 nationally recognized journal titles in the databases such as Cumulative Index for Allied Health Literature (CINAHL), Cochrane Library, Health Source Nursing, Medline, Pub Med, and Science Direct.

Zotero is the most recent addition to the library's resources. Zotero is a Firefox extension bibliographic tool designed to help gather, organize, cite, and share research sources. It is recommended by hundreds of institutions from around the world, including MIT, Stanford, and Yale. Boreham Library has placed a tutorial link on the library website to assist students who need help using the resource. The library staff works diligently to provide resources and services that can be independently used by students and provide the flexibility needed for library research and are always available for assistance.

Students enrolled in a totally online program have access to a wide variety of library resources and services. Through a user-friendly library website, students can access from off campus approximately one hundred reference databases holding more than 55,000 full text scholarly journals, newspapers, and other information sources. The library has made a special effort to obtain full-text documents if available. Resources not held by the library may be requested using the library's online interlibrary loan service. This allows students to place and monitor the status of their requests online. Documents can be sent by email or by fax to students. The library has a collection of over 25,000 electronic books which may be easily accessed from the library web site. These e-books are recent titles and cover many subject areas. In addition, faculty may submit articles, class notes, and assignments to the library's electronic reserve module making them available online for students in their specific classes. "Ask a Librarian" reference service with a quick response to questions posed is also offered by the library. Reference librarians have created and placed many discipline-specific research guides on the site to help students with their processes and are available to assist by phone or email, if needed. The library website has information on how students can connect from home to online resources and a "Computer Helpers" link is also available.

All students have access to computers within the library proper and within the 24-hour study zone. These are equipped with the latest versions of needed software. Scanners, smart boards, and other related technology are readily available. The library also has several wireless laptop computers which may be checked out for use by students. The library is open 94 hours per week when classes are in session and online resources are available 24/7. Individual and group study rooms provide good space for students working on collaborative projects.

Online Courses

Courses may be offered through online distance learning. Distance Learning is an essential component for fulfilling the academic mission of the University of Arkansas – Fort Smith. Graduate faculty may conduct instructional presentations and exams through the Blackboard Learning System with many online instructional tools, such as discussion forums, video, web pages, etc. UAFS incorporates synchronous and asynchronous learning via the Blackboard Learning System. Students will submit coursework and projects electronically. Students communicate with their faculty through email, online office hours, and other collaborative tools.

To take online courses, students must have access to a reliable computer with high speed Internet. Technical problems with a computer, Internet or network connection, contact UAFS Technical Support at 479-788-7460 or send an email to techsupport@uafs.edu.

Once admitted to the graduate program, each student will receive a secure username and password that will provide them access to their online courses, My.UAFS intranet, and the UAFS email system.

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Testing Services

For online courses, all presentations, quizzes, and assignments will be completed online. The final exam and some major exams may be required to be completed either on the UAFS campus or through an approved proctoring site. When examinations are administered off campus, the following guidelines apply:

1. The student, in collaboration with the faculty, is responsible for securing the off-campus examination site. Off-campus sites may include: a regionally accredited university/college testing facility; public or private school guidance and counseling officials; for-profit examination centers; government/corporate training/education directors; or authorized United States military education centers.

   Examination sites must be approved in advance by the faculty teaching the course with faculty notification to the Dean. Alternate examination procedures must be approved in advance by the Dean. It is recommended that the secure proctor services be completed during the first two weeks of the course. This allows enough time for the proctor approval process to be completed before a scheduled examination.
2. Proctors at an approved site must certify that the examination was completed under supervision.
3. The student is responsible for any costs incurred for testing at an off-campus site.

Records Office

The Records Office provides official student records and transcripts, student enrollment verification, processes graduation and registration forms. It is the student's responsibility to maintain his/her correct addresses, telephone number(s), and legal name and to report any changes in information promptly to the Records Office. Students may update their phone number and address through My.UAFS.edu. Students can visit the Records Office or request many services via the website at uafs.edu/records or call 479-788-7230.

UAFS Email- Students will receive a UAFS email account. The UAFS email is used as the official means of communication between UAFS officials, including faculty and students. All students are expected to check their UAFS email account frequently to stay current with UAFS communications.

Lions ID Card- Students can receive their university official identification card from the Records Office. The Lions ID card provides admission for many of the university's sponsored social, cultural, athletics, and recreational events. The card also serves as the Boreham Library card, security clearance for email logon, and other campus services and for proctoring identification for off-campus testing sites. A distance student who is unable to come to campus to obtain their ID can request it via their UAFS email account. This email must include a digital photo of the student (head only), full name, student ID number, and the address where the Lions ID card should be mailed. All requests should be sent to records@uafs.edu.

UAFS Lions Bookstore

The UAFS Lions Bookstore, located in the Smith-Pendergraft Campus Center, stocks the required textbooks and supplies. The bookstore also offers a textbook rental program and a selection of e-textbooks.

Students are entitled to a full refund on textbooks through the first week of class for any reason, with a valid receipt. Students are also entitled to a full refund on textbooks through the first 30 days of class if the class is dropped and the student presents a valid receipt and drop form. This 30-day return policy applies ONLY to the fall and spring semesters. Book buyback is conducted year round in the bookstore. See store for additional return and book-buyback information.

Students can find textbook information, buy test books, and find general bookstore information on the UAFS Lions Bookstore website at uafortsmith.bncollege.com. Textbooks and other resources are also available at off-campus locations.

Student ADA Services

UAFS seeks to make every effort to offer equal educational opportunities for all students. To ensure a total university experience for students with disabilities, UAFS provides reasonable accommodations and services to students who have physical, emotional, and/or learning disabilities. The underlying philosophy of the program is to provide support, where possible, that will maximize each student's opportunities for academic success.

Working in partnership with the student, the Student ADA Services coordinator will develop an individualized plan for services which may include academic advising and accommodations in testing and instruction. A student with disabilities may present validation of the disability and request services by contacting the Student ADA Services coordinator at 479-788-7577.

Registration with Student ADA Services is a separate process from the application for admission to the university. In order to be considered for accommodations, a student must first submit

verification of the condition based on Student ADA Services' guidelines and meet with the Student ADA Services coordinator to discuss accommodation requests.

UAFS is committed to a policy of ensuring that no otherwise qualified individual with a disability is excluded from participation in, denied the benefits of, or subjected to discrimination in university programs or activities due to his or her disability. The university is fully committed to complying with all requirements of the Americans with Disabilities Act of 1990 (ADA), Rehabilitation Act of 1973 (Section 504), and the ADA Amendments Act of 2008, and to providing equal educational opportunities to otherwise qualified students with disabilities. Any student who believes he or she has been subjected to discrimination on the basis of disability, or has been denied access or accommodations required by law, shall have the right to file a grievance. To obtain a copy of Services for Students with Disabilities brochure, which includes application information and the grievance procedure, contact the Student ADA Services Office at 479-788-7794, or 479-788-7577, or visit uafs.edu/ada for more information.

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Campus Life and Services

The university offers many campus organizations, activities, and programming to enrich cultural, social, and educational opportunities. Students may enjoy campus community events such as cultural, musical and theatrical performances that are affordable (often free), athletic events, fitness center and recreational offerings, and campus special events and speaker forums. Students will receive daily email announcements of current events happening on campus.

Athletics

UAFS athletic teams engage in intercollegiate competition in men's baseball, basketball, golf, tennis, and cross country, and women's basketball, golf, tennis, cross country, and volleyball.

Since becoming a member of NCAA Division II and the Heartland Conference, UAFS has won conference championships in volleyball and men's basketball, won conference tournament championships in volleyball and men's golf, and made two appearances in the national tournament in volleyball and one appearance in men's golf. National rankings have been achieved by volleyball and men's basketball, and men's golf, women's basketball, and baseball have been regionally ranked.

Students, faculty, staff, and fans take great pride in their support of UAFS athletics. University students are admitted free to all athletic events by presenting a current UAFS student ID card.

Music

The Department of Music offers performance opportunities and music study. Performing ensembles include University Chorale, Women's Chorus, Symphonic Band, Jazz Band, Lions Athletic Band, Brass Ensemble, Woodwinds Ensemble, Percussion Ensemble, and the Jazz Catz.

Season of Entertainment

The Season of Entertainment is composed of events including concerts by the UAFS Jazz Band, Jazz Catz, Symphonic Band, Chorale, theatre performances, and national touring productions. Students may pick up their free ticket two weeks prior to the event at the Box Office, located on the first floor of the Smith-Pendergraft Campus Center.

Dental Hygiene Clinic

The UAFS dental hygiene program operates a clinic in which the students treat patients under the supervision of dental and dental hygiene faculty. A number of preventive services are offered to UAFS students, faculty, staff, and the general public. More than one visit is usually required to complete treatment. To schedule an appointment and discover the types of preventative services offered, please call the College of Health Sciences at 479-788-7270.

Counseling Clinic

The Counseling Clinic of UAFS supports the mission of the university by enabling students to maximize their educational experience through counseling and psychotherapy. Appointments may be made by dropping in or call 479-788-7398 for an appointment.

Powell Student Health Clinic

The Powell Student Health Clinic provides high quality non-emergency health care services to UAFS students to assist with improving their health and safety so they may benefit from the educational process and achieve their full potential. A Lions ID card is required to be seen. Provided services include treatment for common illnesses and minor injuries, laboratory work when indicated, acute care management, and prescriptions. X-rays and ultrasounds are provided by Imaging Sciences faculty when ordered by the health care provider. Students are seen during posted clinic hours. For information, call 478-788-7444.

Chronic Communicable Diseases

UAFS places a high priority on the need to prevent the spread of chronic communicable diseases on campus. Because there is currently no cure or vaccine for Acquired Immune Deficiency Syndrome (AIDS) or many types of hepatitis, prevention of transmission is essential. Approximately one to two percent of middle-class Arkansans under the age of 20 will test positive for tuberculosis (TB), a disease of the lungs. The transmission risks of chronic communicable diseases such as AIDS, hepatitis, and tuberculosis can be greatly reduced by providing a program of education on prevention to students and employees. Equally important is to establish a policy regarding victims of chronic communicable diseases which safeguards individual rights while protecting others on campus from needless, careless exposure.

Consequently, the following guidelines are hereby instituted:

1. Individual Responsibility - A student who has a chronic communicable disease or who is a carrier of a chronic communicable disease may attend the university and

participate in programs and activities whenever, through reasonable accommodation, there is no significant risk of transmission of the disease to others. A student who has a chronic communicable disease or who is a carrier of a chronic communicable disease may be denied admission to, or may be dismissed from, a particular program or course of study whenever such chronic communicable disease presents significant risks of transmission having a direct effect on the student's ability to perform effectively, thereby rendering the student not qualified for the program or course of study. No other person who has a chronic communicable disease, or who is a carrier of a chronic communicable disease, shall be denied the use of the university facilities or service whenever, through reasonable accommodation, there is no significant risk of transmission of the disease to others. Willful or careless exposure of other persons by an individual who has or is a carrier of a chronic communicable disease is a reckless, inconsiderate, negligent act which endangers everyone. If it is determined that a person has or is a carrier of a chronic communicable disease and that person has not taken adequate precautions to prevent transmission of the disease to others, then that person will be subject to dismissal from the university.

2. Reporting Procedures - Students shall notify the vice chancellor for student affairs if they have, or are carriers of, chronic communicable diseases. Such notification allows the university to evaluate each individual case and take the necessary precautions to minimize the risks of transmission to others. Students who suspect they are suffering from TB or other chronic communicable diseases must contact their doctor immediately. Local county health departments will be informed of all confirmed TB cases. Additionally, students are required to notify the vice chancellor for student affairs if TB is confirmed. The campus response to reported TB cases on campus will be fully coordinated with the Sebastian County Health Department. Students and faculty who shared classroom or office space with the individual will be notified. Confidentiality of the student will be protected.

Campus Recreation and Wellness

Fitness Center - The UAFS Fitness Center is located in the Gymnasium. The fitness center houses Nautilus Nitro selectorized equipment, a full line of Nautilus cardio equipment, and circuit training and free-weight equipment. The fitness center provides facility and equipment orientations, personal body assessments, personal exercise prescriptions, and noncredit group exercise classes. All students currently enrolled in UAFS are admitted to the fitness center by presenting a valid Lions ID card.

Intramural Sports - Intramural sports complement the program of intercollegiate athletics. Students enrolled in six credit hours are welcome to participate. Sports are offered each semester and include flag football, basketball, ultimate Frisbee, soccer, softball, and volleyball. Various tournaments are also held.

Outdoor Adventure - The Outdoor Adventure program provides opportunities for students to have a fun, exciting, adventures based education. The philosophy of the Outdoor Adventure Program is to provide for the cultural and physical development of students in a wide range of outdoor pursuits and environmental settings.

Sport Clubs - Sport clubs are registered student organizations formed by students for the purpose of competing in particular sports. All sport clubs are initiated, led, and managed by students. Sport clubs also provide opportunities for competition against teams from other universities.

Parking/Traffic Regulations

Students may park in any of the university's unrestricted parking spaces. All unrestricted parking spaces are marked on either side by solid lines and do not include curbs. Restricted spaces are so designated and enforced. Parking and traffic violations such as speeding, careless or prohibited driving, operating a vehicle producing excessive noise, or failure to report an accident occurring on campus carry a fine that must be paid to the cashier in the Smith-Pendergraft Campus Center within five days of issuance. In lieu of university sanctions, municipal citations may be issued for serious/repeat violations. Additional parking spaces are available in the Westark Church of Christ parking lot (lot J) east of Waldron Road. This parking is made available via a mutual agreement between UAFS and Westark Church of Christ. Students and staff are prohibited from parking in the reserved lot on the east side of the church.

Students who have a state-issued handicapped parking permit are allowed to utilize physical disabilities parking on campus. In addition, application may be made for short term university-issued passes. For more information and to apply, contact the Student Activities Office in the Smith-Pendergraft Campus Center.

Campus Housing

Sebastian Commons offers a unique student housing experience for students who wish to reside on campus. It is an exclusive apartment community for UAFS students, with one-, two-, and four-bedroom floor plans. Amenities include all basic utilities including full kitchen, individual rooms, queen or full-sized beds, and sand volleyball and basketball courts on site. For information, contact Housing and Residential Life at 479-788-7340 or see the Graduate Studies website at uafs.edu/graduate-studies.

University Police

UAFS strives to provide a safe and secure environment for its students, faculty, staff, and guests. Every member of the campus community has a role in campus safety. Students, faculty, staff members, and visitors are encouraged to be vigilant and report crimes, suspicious activity, and hazardous conditions to the University Police Department at 479-788-7140. In instances of a life-threatening emergency or crime in progress, first call 911, then notify university police. The University Police Department consists of a force of certified police officers, providing 24-hour coverage.

Lions Alert

The safety of the students, faculty, and staff of UAFS is of utmost importance. To that end, UAFS has implemented a notification system to provide timely and accurate information to our campus community during emergencies. Lions Alert provides a secure, Web-based emergency alert system that sends text and voice messages via cell phone, land line telephone and email. Lions Alert gives UAFS a comprehensive, real-time, mass notification system to keep the campus community informed of emergencies, and to give instructions on how to respond to those emergencies. To help make Lions Alert live and online, UAFS automatically adds the contact information of students, faculty, and staff to the system. To update or remove contact information from Lions Alert, access My.UAFS at uafs.edu. Informational emails concerning Lions Alert will also be sent each semester.

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GRADUATION REQUIREMENTS

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Degree Program Requirements

The following requirements apply to all graduate degree programs. Candidates must file a graduation application with their program advisor. Upon completion of all requirements for the master's degree, candidates are certified for graduation by the Registrar of the university. Degrees are publicly conferred at each university commencement.

The student's graduate degree program requirements are those specified in the Graduate Catalog at the time a student is accepted into the program and has begun the program of study. If courses are deleted, appropriate course substitutions will be determined with the graduate advisor. If a student is not enrolled for at least two consecutive semesters (including summer term), the student must re-apply and follow the program requirements of the new catalog.

Graduation Requirements

Students are primarily responsible for knowing the graduation requirements of their degree program. Students must satisfy all Graduate Studies requirements and specific degree requirements of their graduate program in order to graduate.

Any student completing degree requirements at the conclusion of the spring or summer semesters must apply for graduation by November 15; any student completing degree requirements at the end of the fall semester must apply by April 15.

A student must complete graduation requirements under provisions of a Graduate Catalog within a six-year period. If a student does not complete graduation requirements within this time frame, he or she will be required to meet the graduation requirements of the current Graduate Catalog.

TO EARN A MASTER'S DEGREE FROM UAFS, STUDENTS MUST SATISFY THE FOLLOWING:

- Complete all course and program requirements of their graduate degree program.
- Students must complete 80 percent of the program requirements in residence. Program residence requirements may vary from the guidelines of the Office of Graduate Studies and are described in the individual program requirements for the degree. The 80 percent rule applies to all programs unless more stringent requirements are listed by individual programs.
- A student must achieve a minimum **3.0 overall grade point average** in all courses counted toward the degree unless the individual program has a more stringent grade point average requirement.
- A master's degree program requires the completion of a graduate thesis or project. The thesis or project must be prepared in a style and format that is prescribed by the specific degree program. Copies of the signed thesis or project must be submitted to the Office of Graduate Studies upon completion.

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MASTER OF SCIENCE IN HEALTHCARE ADMINISTRATION (ONLINE PROGRAM)

COLLEGE OF HEALTH SCIENCES
UAFS.EDU/HEALTH/MASTERS-PROGRAM
GRADUATE-STUDIES@UAFS.EDU
479-788-7840

Overview of the Program

The Master of Science in Healthcare Administration (Online Program) degree provides the knowledge and skills needed to prepare leaders to deal specifically with the United States healthcare marketplace. Healthcare administrators are responsible for the business and financial aspects of hospitals, clinics, and other health services organizations. They are partners with other healthcare providers in providing care and serving the needs of patients, their families, and communities. Healthcare administrators are needed to organize and manage medical information and healthcare staffs in all areas of the industry. As managers, they must understand science, medicine, information technology, economics, and finance of healthcare systems.

Courses in this degree include information related to the social and behavioral causes affecting the health of populations; challenges encountered by the public and private health financing systems; interdisciplinary approaches to creating systems; and quality improvement and accountability. This online program is designed to prepare healthcare professionals to successfully manage and lead healthcare organizations.

Students entering this program must have an earned bachelor's degree in nursing, healthcare administration, or a related healthcare field from a regionally accredited institution. Students with an earned Bachelor of Business Administration degree will be considered as well.

Employment Opportunities

Demand for medical and health services managers is significant and expected to grow. Employment opportunities are available in hospitals, assisted living centers, community and home health clinics, primary care, mental healthcare, physicians' clinics, and pediatric centers.

Accreditation

Program continuation is contingent on Higher Learning Commission accreditation/ recognition of master's degrees at UAFS. An accreditation visit from the Higher Learning Commission is scheduled for April 2015. UAFS will seek accreditation for the Master of Science in Healthcare Administration (Online Program) from the Commission on Accreditation of Healthcare Management Education (CAHME).

Licensure/Certification Requirements for Entry into the Field

Students admitted into the program already possess licensure to practice in their respective areas. Certification is not required in any of the programs in order to practice upon graduation. Though not required, students taking certification examinations will have a competitive edge when seeking employment. Although students with an earned Bachelor of Business Administration do not hold licensure in a healthcare field, applications from this discipline will be considered as well.

Admission Requirements:

Students seeking admission to the Healthcare Administration program must adhere to the following requirements:

1. Complete and submit all admission requirements for Graduate Studies to the Office of Admissions/Graduate Studies. (See "Admission to Graduate Studies Requirements".)

2. Submit a 500 word statement outlining reasons for seeking this degree, any previous work experience in the healthcare field, and educational goals and objectives.
3. Complete the MHCA Application by published deadlines.
4. Official scores on the Graduate Record Examination (GRE) General Test are required with a minimum combined Verbal and Quantitative Reasoning score of 294 or a score of 410 on the Miller Analogies Test (MAT). The GRE/MAT requirement is waived for applicants who have earned an advance degree from a regionally accredited university. Graduate exam scores may not be more than five years old at time of application.
5. Possess an earned bachelor's degree in nursing, healthcare administration, business administration, or other related healthcare field from an accredited regional institution with at least a 3.0 GPA.
6. A student failing to meet one or more of the standards required for admission as a regular student may be eligible for provisional admission, if space in the program is available. Students who fail to make progress under provisional admission must be withdrawn from the program.
7. International students may apply for the Master of Science in Healthcare Administration (Online Program) if they are completing this program while living outside the United States. International students must meet the admission requirements stated above and the international student admission requirements for Graduate Studies. (See "Admission to Graduate Studies".) The Master of Science in Healthcare Administration (Online Program) is not available for an international student on a F1 visa living in the United States. Online programs will not satisfy visa requirements.

Note: Many healthcare facilities require a criminal background check and/or drug screen on CHS students and have the authority to deny training in their facility, secondary to the outcome of either screening. Students unable to train in any healthcare facility because of an adverse or negative background check or unfavorable drug screen will be unable to complete the program objectives, therefore revoking admission into the program or halting continued progression in the student's program of study.

Application

Applications for admission can be obtained from individual UAFS graduate program webpages, or students may apply online at uafs.edu/apply. For admission information, email admissions@uafs.edu or call 888-512-5466. For other general information, email graduate-studies@uafs.edu or call 479-788-7000 and ask for Graduate Studies.

To ensure that the application is processed in a timely manner, submit all application materials by published deadlines. Admission application and required documents must be sent to:

OFFICE OF ADMISSIONS / GRADUATE STUDIES
UNIVERSITY OF ARKANSAS - FORT SMITH
5210 GRAND AVE.
P.O. BOX 3649
FORT SMITH, AR 72913

Transcript Note

- If mailing official transcripts from all colleges and universities attended, they must be in official, sealed, school envelopes that have been sent to the student. Do not open the envelopes, as transcripts not in the original, sealed envelopes, will not be considered official.
- Transcripts may be sent by mail or electronically to the UAFS Records Office from the individual institution(s).
- If courses/degrees have been completed previously from UAFS, the Office of Admissions/Graduate Studies will obtain transcripts from the UAFS Records Office.

Required admission documents are kept for one full year. If the student does not enroll after one year, all documents are purged.

Program Course Requirements

FOUNDATION CORE REQUIREMENTS:

MHCA 5003	Healthcare Systems
MHCA 5013	Healthcare Policy and Governance
MHCA 5023	Human Behavior in Healthcare Organizations
MHCA 5033	Healthcare Law and Ethics

ADVANCE CORE AND INTERNSHIP:

MHCA 5043	Research in Healthcare Administration
MHCA 6003	Budgetary Issues in Healthcare
MHCA 6013	Information Systems Management in Healthcare
MHCA 6023	Managed Care and Reimbursement Systems
MHCA 6033	Healthcare Quality Improvement
MHCA 6043	Healthcare Administration Internship

PROJECT REQUIREMENT:

MHCA 6053	Graduate Project in Healthcare Administration

Total Hours: 33

Recommended Sequence of Courses:

MASTER OF SCIENCE IN HEALTHCARE ADMINISTRATION (ONLINE PROGRAM)
MAJOR CODE 7002

FALL SEMESTER - 9 HOURS

MHCA 5003	Healthcare Systems
MHCA 5013	Healthcare Policy and Governance
MHCA 5023	Human Behavior in Healthcare Organizations

SPRING SEMESTER - 9 HOURS

MHCA 5033	Healthcare Law and Ethics
MHCA 5043	Research in Healthcare Administration
MHCA 6003	Budgetary Issues in Healthcare

SUMMER SEMESTER - 3 HOURS

MHCA 6013	Information Systems Management in Healthcare

FALL SEMESTER - 9 HOURS

MHCA 6023	Managed Care and Reimbursement Systems
MHCA 6033	Healthcare Quality Improvement
MHCA 6043	Healthcare Administration Internship

SPRING SEMESTER - 3 HOURS

MHCA 6053	Graduate Project in Healthcare Administration

Total Hours 33

GRADUATION REQUIREMENTS

1. Students must satisfy all graduation requirements as listed in the Graduation Requirements. (See "Graduation Requirements".)
2. Students enrolled in the master's degree in Healthcare Administration program will be required to complete a written comprehensive examination. The purpose of the comprehensive examination is to assess the breadth and depth of the student's proficiency and knowledge of healthcare administration theory, practice and research and to assess the student's ability to develop analytic arguments based on his/her knowledge of relevant facts and pertinent scholarly literature. The comprehensive examination will be administered at the completion of MHCA 6053 Graduate Project in Healthcare Administration. Students must achieve at least 90 percent on the comprehensive examination to graduate from the program.

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COURSE DESCRIPTIONS

MHCA 5003
HEALTHCARE SYSTEMS **3 CR (3 LEC.)**

In-depth analysis of history, organization, and effectiveness of the United States healthcare delivery system, determinants of health, need, and utilization, profit and nonprofit funding and regulatory structures, government and private sector roles.

MHCA 5013
HEALTHCARE POLICY AND GOVERNANCE **3 CR (3 LEC.)**

Using contemporary healthcare policy issues, examines the role the economy, distribution of health services, health insurance, government programs, healthcare personnel, and health service organizations play in influencing the structure of and changes to the healthcare delivery system.

MHCA 5023
HUMAN BEHAVIOR IN HEALTHCARE ORGANIZATIONS **3 CR (3 LEC)**

Emphasizes visionary leadership and management of diverse healthcare professionals in complex organizational structures. Focuses on human resource management including leading organizational change, recruitment of employees, building effective teams, resolving conflicts, benefits and compensation, performance evaluation, staffing plans, labor relations, and laws related to healthcare organizations.

MHCA 5033
HEALTHCARE LAW AND ETHICS **3 CR (3 LEC)**

Addresses the major legal and ethical issues of the healthcare system. Focuses on corporate liability, medical malpractice, admission and discharge processes, organizational bylaws, HIPPA, informed consent, patients' rights, medical records and governmental regulation of personnel and healthcare facilities.

MHCA 5043
RESEARCH IN HEALTHCARE ADMINISTRATION **3 CR (3 LEC)**

Prerequisites: STAT 2503 Probability and Statistics I, MHCA 5003 Healthcare Systems, MHCA 5013 Healthcare Policy and Governance, and MHCA 5023 Human Behavior in Healthcare Organizations.

Explores the theory, application, interpretation and use of statistical information in healthcare administration and health services research.

MHCA 6003
BUDGETARY ISSUES IN HEALTHCARE SERVICES **3 CR (3 LEC)**

Prerequisites: MHCA 5003 Healthcare Systems, MHCA 5013 Healthcare Policy and Governance, and MHCA 5023 Human Behavior in Healthcare Organizations.

Prepares healthcare administrators for the financial and managerial decisions involved in a healthcare organization. Topics include financial statement analysis, revenues and expenses, cost classifications and cost analysis, staffing and FTEs, budget and variance analysis, and financial performance measures.

MHCA 6013
INFORMATION SYSTEMS MANAGEMENT IN HEALTHCARE **3 CR (3 LEC)**

Prerequisite: MHCA 5033 Healthcare Law and Ethics.

Provides an understanding of different information systems used in the administration of healthcare organizations designed to improve healthcare delivery. The current status of information systems within healthcare systems will be examined as well as advanced uses of informational systems to monitor decision making, patient outcomes, financial stability and marketing information.

MHCA 6023
MANAGED CARE AND REIMBURSEMENT SYSTEMS **3 CR (3 LEC)**

Prerequisite: MHCA 6003 Budgetary Issues in Healthcare.

Study of various managed care theories, concepts and models. Topics include provider payment models, capitation, utilization review, quality contracting, negotiation tactics, and Medicare and Medicaid managed care practices.

MHCA 6033
HEALTHCARE QUALITY IMPROVEMENT **3 CR (3 LEC)**

Prerequisites or corequisites: MHCA 5023 Human Behavior in Healthcare Organizations and MHCA 5033 Healthcare Law and Ethics.

Covers varied types of healthcare quality improvement, emphasizing real world applications, the systems approach to quality improvement, and team problem solving. Strategies are analyzed to assure quality patient care.

MHCA 6043
HEALTHCARE
ADMINISTRATION INTERNSHIP **3 CR (1 LEC, 6 LAB)**

Prerequisite: MHCA 5043 Research in Healthcare Administration.

Prerequisites or corequisites: MHCA 6023 Managed Care and Reimbursement Systems, MHCA 6033 Healthcare Quality Improvement and advisor permission required.

Provides an applied work experience focusing on concepts related to human behavior, law and ethics, quality improvement, budgetary issues, information systems, and managed care in a healthcare setting. Also explores standards of excellence and the role of the healthcare administrator.

MHCA 6053
GRADUATE PROJECT
IN HEALTHCARE ADMINISTRATION **3 CR (3 LEC)**

Prerequisite or corequisite: MHCA 5043 Research in Healthcare Administration and advisor approval required.

Focuses on the synthesis of healthcare knowledge acquired in the program through the development and implementation of a project addressing a national issue related to healthcare administration.

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BOARD OF TRUSTEES

Jim von Gremp, Chair
Stephen Broughton
Charles "Cliff" Gibson III
John Goodson
Morril Harriman
Ben Hyneman
David Pryor
Jane Rogers
Reynie Rutledge
Mark Waldrip

BOARD OF VISITORS

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Gary Campbell
Jerry Glidewell
Sandra M. Johnson, M.D.
Eileen C. Kradel
George B. McGill
Ivy Owen
Peggy Weidman

SYSTEM ADMINISTRATION

Dr. Donald R. Bobbitt	President, University of Arkansas System

UNIVERSITY ADMINISTRATION

Dr. Paul B. Beran	Chancellor
Dr. Georgia Hale	Provost and Vice Chancellor for Academic Affairs
Darrell Morrison	Vice Chancellor for Finance and Administration
Dr. Lee Krehbiel	Vice Chancellor for Student Affairs
Dr. Mary Lackie	Vice Chancellor for University Advancement/Executive Director - Foundation
Julie Burdick	Vice Chancellor for Enrollment Management
Dr. Margaret Tanner	Associate Provost for Academic Affairs

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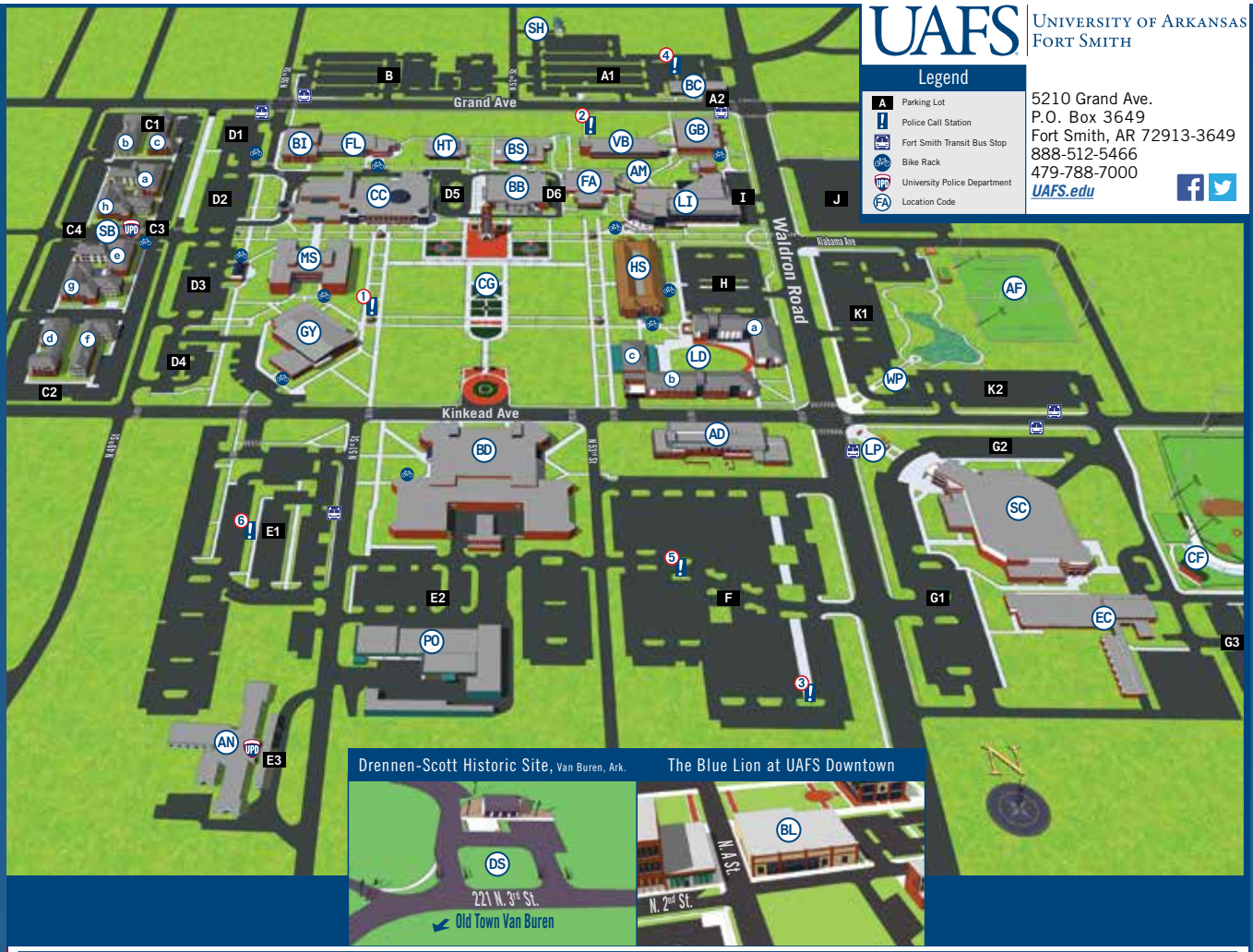

UAFS University of Arkansas Fort Smith

Legend

- A — Parking Lot
- Police Call Station
- Fort Smith Transit Bus Stop
- Bike Rack
- UPD — University Police Department
- FA — Location Code

5210 Grand Ave.
P.O. Box 3649
Fort Smith, AR 72913-3649
888-512-5466
479-788-7000
UAFS.edu

(AD) Windgate Art and Design

(AM) Amphitheater

(AN) 51st Annex
- Education Renewal Zone
- Greek Life
- Leadership Fort Smith
- ROTC
- University Police Department

(AF) Athletic Field

(BD) Baldor Technology Center
- Dean, College of Applied Science and Technology
- Boreham Conference Center
- Computer and Information Sciences
- Engineering
- Graphic Design
- Western Arkansas Technical Center

(BL) The Blue Lion at UAFS Downtown
- Arvest Gallery

(BS) Ballman-Speer Building
- Art
- Speech

(LI) Boreham Library
- Associate Vice Chancellor for Workforce Development
- 24-hour Zone Student Lounge
- Doug and Cathy Babb Center for Student Professional Development
- John Lewellen Sr. Outdoor Reading Area
- Library Services
- Student Professional Development Center
- TRIO/Student Support Services

(BB) Breedlove Building
- Auditorium
- Music
- Theatre

(BI) Business and Industrial Institute
- Dean, College of Business
- David L. Bond Conference Room
- Paul Latture Conference Center

(BC) Business Center
- Alumni Center
- Business Services
- Finance, Payroll and Accounting
- Procurement/Travel

(CC) Smith-Pendergraft Campus Center
- Vice Chancellor for Enrollment Management
- Vice Chancellor for Student Affairs
- Associate Vice Chancellor for Campus and Community Events
- Admissions
- Advising and Career Services
- Board Room
- Box Office
- Campus Activities Board
- Cashier
- Dining Services/Food Court
- Enrollment Management
- Financial Aid
- Intramurals
- Lions Bookstore
- Office of Non-Traditional Students
- Records/Registrar
- Reynolds Room
- The Sally Boreham Gallery
- Student Activities
- Student Government
- Testing Center
- Welcome Center

(CF) Crowder Field

(CG) Donald W. Reynolds Plaza, Tower and Campus Green

(DS) Drennen-Scott Historic Site
- Museum
- Visitor Center

(EC) Echols Building
- Academy of the Arts
- Conference Center
- Institute for Math and Science Education
- Preschool Education

(FL) Flanders Business Center
- Center for Business and Professional Development
- College of Business
- Family Enterprise Center

(FA) Fullerton Administration Building
- Chancellor
- Provost/Senior Vice Chancellor for Academic Affairs
- Vice Chancellor for Finance and Administration
- Vice Chancellor for University Advancement
- Government and Community Relations
- Human Resources
- Institutional Effectiveness
- Marketing and Communications
- Mary Tinnin Jaye Gallery of Art
- Public Information
- University Foundation
- University Relations

(GB) Gardner Building
- Social Sciences
- Technology Services

(GY) Gymnasium/Field House
- Center for Lifelong Learning
- Health Education Center/Fitness Center

(HS) Pendergraft Health Sciences Center
- Dean, College of Health Sciences
- Dental Hygiene Clinic
- Powell Student Health Clinic
- UAFS Counseling Clinic
- Weidman Center

(HT) Holt Building
- English

(LD) Lion's Den
- Residence Hall
  - (a) North Hall
  - (b) South Hall
  - (c) Dining Hall

(LP) Lion Plaza

(MS) Math-Science Building
- Dean, College of Science, Technology, Engineering & Mathematics
- School of Education

(PO) Plant Operations
- Building Maintenance
- Custodial Services
- Document Services/Duplication
- Grounds
- Motor Pool
- Plant Operations Administrative Offices
- Shipping and Receiving
- Telecommunications Services

(SB) Sebastian Commons
- Student Apartments
  - (a) Bronson
  - (b) Callaway
  - (c) Donoho
  - (d) Furr
  - (e) Hanna
  - (f) Long
  - (g) Orr
  - (h) Wortz

(SC) Stubblefield Center
- Athletics
- Athletic Club
- Bill and "Miss" Wanda Srygley Room

(SH) Sustainable Conservation House

(VB) Vines Building
- Dean, College of Humanities and Social Sciences
- Dean, College of Languages and Communication
- College Preparatory
- Criminal Justice
- Gordon Kelley Academic Success Center
- History
- International Relations
- Philosophy
- Psychology
- Student ADA Services
- Upward Bound
- World Languages

(WP) Wenderoth Park

CAMPUS 911 ADDRESSES

51st Annex	425 N. 51st St.
Athletic Field	5401 Kinkead Ave.
Baldor Technology Center	5100 Kinkead Ave.
Ballman-Speer	5200 Grand Ave.
The Blue Lion at UAFS Downtown	101 N. Second St.
Boreham Library	813 N. Waldron Road
Breedlove	5120 Grand Ave.
Business Center	5317 Grand Ave.
Business Institute/Flanders	5020 Grand Ave.
Crowder Field	5600 Kinkead Ave.
Donald W. Reynolds Bell Tower	5115 Kinkead Ave.
Drennen-Scott	221 N. Third St., Van Buren
Echols	504 N. Waldron Road
Fullerton Administration	5300 Grand Ave.
Gardner	5316 Grand Ave.
Gymnasium/Field House	5004 Kinkead Ave.
Pendergraft Health-Sciences	715 N. Waldron Road
Holt	5112 Grand Ave.
Lion's Den Dining Hall	601 N. Waldron, Dining
Lion's Den North Hall	601 N. Waldron, North
Lion's Den South Hall	601 N. Waldron, South
Math-Science	720 N. 49th St.
Plant Operations	500 N. 51st St.
Sebastian Commons	801 N. 49th St.
Smith-Pendergraft Campus Center	800 N. 49th St.
Stubblefield Center	532 N. Waldron Road
Sustainable Conservation House	1114 N. 52nd St.
Vines	5320 Grand Ave.
Wenderoth Park	5703 Kinkead Ave.