Campus Resources
Academic and Student Support Resources

- **Academic and Student Support Resources**
  - **Alcohol and Drug Education**
    - Samuelson Hall, Lower Level
    - 817-257-7100
    - www.ade.tcu.edu
  - **Campus Life**
    - Sadler Hall 2006
    - 817-257-7926
    - www.campuslife.tcu.edu
  - **Counseling, Testing and Mental Health Services**
    - Samuelson Hall, Lower Level
    - 817-257-7863
    - www.counseling.tcu.edu
  - **Services for Students with Disabilities**
    - Sadler Hall 1010
    - 817-257-7486
    - www.acs.tcu.edu/disability
  - **Brown-Lupton Health Center**
    - 2825 Stadium Drive
    - 817-257-7940
    - www.healthcenter.tcu.edu
  - **TRiO Programs**
    - Rickel 163
    - 817-257-7946
    - www.trio.tcu.edu
  - **Career Services**
    - Jarvis Hall First Floor
    - 817-257-2222
    - www.careers.tcu.edu
  - **Religious and Spiritual Life**
    - Jarvis Hall First Floor
    - 817-257-7830
    - www.faith.tcu.edu
  - **Scholarships and Financial Aid**
    - Sadler Hall 2008
    - 817-257-7858
    - www.financialaid.tcu.edu
  - **Math Clinic**
    - 240 Tucker Technology Center
    - www.mathematics.tcu.edu
    - Current Undergraduate Students
  - **Writing Center**
    - Reed 419 or Tom Brown Annex
    - 817-257-7221
    - www.wrt.tcu.edu
  - **Student Development Services**
    - Brown-Lupton University Union 2003
    - 817-257-7855
    - www.sds.tcu.edu
  - **Inclusiveness and Intercultural Service**
    - Jarvis Hall Second Floor
    - 817-257-5557
    - www.diversity.tcu.edu
Center for Academic Services

The Center for Academic Services offers services and programs to enhance the academic experience of all students at TCU during all stages of their academic careers. The center:

- Coordinates academic advising for pre-majors (those who have not formally declared a major and have achieved fewer than 54 hours);
- Coordinates academic advising for first-year students with declared majors in AddRan College of Liberal Arts and the Department of Interior Design and Fashion Merchandising (College of Fine Arts);
- Coordinates academic advising for students during new student orientation;
- Offers study skills assistance;
- Provides academic resources related to study skills, time management and related concerns;
- Conducts workshops on study skills, test taking and time management;
- Offers a one-credit hour course (UNPR 10001) focused on self-assessment, career exploration and choosing a major;
- Assists students who want to explore career paths and learn about majors;
- Refers students to appropriate services, departments and community agencies; and
- Facilitates disabilities services for students meeting policy and procedure requirements. (Refer to Disabilities Policy and Procedures.)

Students who do not meet academic standards or who want to improve academic skills and performance are encouraged to visit the center.

Health Center

The Brown-Lupton Health Center is located just north of the University Union. This AAAHC accredited facility is staffed by board-certified physicians, a physician assistant, a nurse practitioner specializing in women’s health and a professional nursing staff of LVNs and RNs. The Health Center provides ambulatory medical care for the various needs of TCU students. During the academic year, hours are 9 a.m.-5 p.m. Monday through Friday.

The TCU Pharmacy, an independently owned pharmacy offering competitively priced prescriptions and over-the-counter medications, is conveniently located within the Health Center. The pharmacy accepts most insurance plans. Co-pays and medication costs can be billed to the student’s University account or paid for by cash or check at the time the prescription is filled. The Health Center does not provide medication management or refills for stimulant (ADD/ADHD) medications. The TCU Pharmacy can refill student’s stimulant prescriptions from their private doctor. In-state and Out-of state prescriptions can be filled at the TCU Pharmacy.
Alcohol and Drug Education

The TCU Alcohol and Drug Education (ADE) Center is based on a philosophy of student development incorporating personal and community wellness. The center promotes healthy lifestyle choices and responsible decision-making through programs, training and alternative activities. The National Institute of Alcohol Abuse and Alcoholism (NIAAA) 3-in-1 approach is used to address substance use on the individual, campus and community levels.

The center’s goals:

- Enhance the academic mission of the University by ensuring that the abuse of alcohol and other drugs does not interfere with academic goal attainment;
- Enhance leadership skills by providing opportunities for students to positively influence the campus and community;
- Enhance student responsibility to self, others and the world by assisting individuals in making responsible and ethical decisions regarding alcohol and other drugs;
- Clarify and enhance students' sense of citizenship through involvement in programs designed to educate and inform the TCU community about substance abuse; and
- Continue to improve the efforts of the Alcohol and Drug Education Center and demonstrate effectiveness through needs assessment and evaluations.

Through two peer education groups, HyperFrogs and Frogs CARE, students develop a sense of responsibility for self, for others and for their University by assuming leadership in setting positive behavioral norms.

ADE licensed professional counselors who provide confidential alcohol and drug assessments and short-term counseling, as well as experts in educational programming and training. ADA Center staff take an environmental approach to prevention, intervention and recovery. Educational presentations target student organizations, residence halls, fraternity and sorority groups, student-athletes and academic classes.

Students who violate the University’s alcohol policy must attend a one-on-one interview assessment with a professionally trained counselor, followed by an educational session administered through the ADE Center. The sessions focus on reducing risk of alcohol and other drug misuse, feedback regarding personal use, blood alcohol concentration, guidelines for strategies for responsible decision-making with regard to alcohol use, and signs of alcohol poisoning and strategies for helping others who may have problems. Students who receive additional violations attend a more comprehensive educational program.

Those interested in services available through the ADE Center are encouraged to visit the office or call 817.257.7100.
Campus Life

The Campus Life staff meets with students to assist in resolving any issues that might impede success during the TCU experience. The Campus Life deans assist with emergencies by working with students and their families, and they also liaise with faculty to help students with academic concerns. A “dean on call” is available by calling Campus Police (817.257.7777) if an emergency occurs after business hours. The dean’s office processes official University absences for faculty and verifies serious illnesses or family emergencies for students. Not all faculty require verification of illness; therefore, a student should always contact the faculty member involved when class is missed due to illness.

Members of the Campus Life Office promote a healthy campus using collaborative efforts to provide educational programming related to health and wellness of the TCU community. The Campus Life Office is located in Sadler Hall Suite 2006 and can be reached at 817.257.7926.

Counseling and Mental Health Center

The mission of the Counseling and Mental Health Center is to promote and restore the psychological and emotional health and well-being of TCU students so they may realize their full potential at TCU. The center’s staff of licensed mental health professionals provide respectful, confidential and effective services to students with any personal, psychological or academic concern. There is no charge for services. The Counseling and Mental Health Center provides:

- Short-term individual counseling for personal, emotional and psychological concerns
- Group counseling for personal growth and support
- Psychiatric assessment for medication and follow-up
- Crisis intervention
- 24/7 Counseling Help Line (817.257.7233)
- Assessment and off-campus referrals for students with longer-term or specialty care needs
- Consultation to any person who is concerned about the welfare of a student;
- Suicide prevention training
- Educational outreach programs to residence halls, classes, and campus organizations, and mental health workshops and awareness events

The Counseling and Mental Health Center is located in the basement of Samuelson Hall. Hours during the academic year are Monday, Tuesday and Wednesday 8 a.m.-8 p.m. and Thursday and Friday 8 a.m.–5 p.m. Hours during summer months are 8 a.m.–5 p.m. To eliminate waiting for a first appointment, all first-time visits are through the walk-in clinic, every day from 10 a.m. to noon and 1–3 p.m. If your schedule does not allow these hours, stop by anytime! See counseling.tcu.edu for more information.

Note: Psychiatric services are available to students who are seeing the psychologists at the Counseling and Mental Health Center. Students wanting medication only may be referred to the Health Center physicians or to off-campus health providers.
Inclusiveness and Intercultural Services

The mission of the unit of Inclusiveness and Intercultural Services (IIS) is to promote diversity, inclusiveness and cultural awareness throughout the TCU community. IIS also provides students of diverse backgrounds with the necessary resources to transition into college life and succeed on campus and beyond. The department provides support, guidance and encouragement to TCU students, faculty and staff through a variety of services: personal and organization advising, cultural programming, mentoring, diversity training and academic/community involvement.

In addition, IIS also oversees the Veterans Services Task Force. The Veterans Services Task Force provides programming for specific needs of the student veteran population as they transition to college life. The Task Force also conducts outreach to student veterans and compiles information regarding the student veteran population.

Faculty, staff and students are encouraged to participate with more than 17 student organizations housed within the department or to assist with planning major events, such as CommUNITY Week, Veterans Appreciation Week or the Minority High School Leadership Conference.

In addition to student services, IIS assists the University with institutional planning and policy formation regarding diversity and inclusiveness. For further information, call 817.257.5557.

Religious and Spiritual Life

The Office of Religious and Spiritual Life (RSL) offers resources, programs and staff dedicated to supporting faith communities, religious expression and spiritual exploration throughout TCU. The University is affiliated with the Christian Church (Disciples of Christ), a denomination that values dialogue, freedom of thought and a concern for all people. To that end, RSL is committed to respecting the dignity and beliefs of every individual, celebrating diversity and welcoming all of God's people. RSL supports a vibrant religious life and serves students' spiritual needs while creating opportunities for reflection and learning.

Located on the first floor of Jarvis Hall, RSL is home to staff offices, a multi-faith prayer room and the RSL Library and Resource Center. Also, as a long-standing part of TCU, Robert Carr Chapel is open daily for prayer and personal reflection, and is available by reservation for worship, weddings and other sacred occasions. In addition to TCU’s RSL staff, students will also find a variety of campus ministers and religious life partners who offer support, connection and pastoral care.
Scholarships and Financial Aid

Texas Christian University provides an extensive, individually designed financial aid program. Certain principles guide the administration of the various programs in the TCU Office of Scholarships and Student Financial Aid.

- Financing a university education is a joint venture between the student, the student's family and TCU.
- Eligibility for Title IV federal financial assistance and state financial aid programs is based upon information and methodology provided by the Free Application for Federal Student Aid (FAFSA), as provided by the family. Institutionally funded grants are based on the results of the College Board's CSS Profile application.
- Academic scholarships are based upon the academic achievement of the students. Those who have excelled academically are given the largest share of TCU-funded dollars.

Applicants for assistance must be admitted to the University before aid is committed. Students who submit academic credentials at the level required for scholarship consideration will automatically be reviewed for those awards. No separate application is necessary.

Applicants for financial assistance are encouraged to submit the FAFSA no later than March 15 for fall entry and Nov. 1 for spring entry. Financial assistance files completed after March 15 or Nov. 1 will be reviewed; however, there may be a reduction in the aid offering due to budget limitations. (Deadlines for ranch management applicants, student-athletes and fine arts performance majors may be extended due to University recruitment practices and for transfer students whose admission is pending due to the availability of final transcripts.) All individuals whose FAFSA is selected for verification will be required to provide appropriate tax information and other documentation as needed, to confirm the accuracy of the application.

Students generally receive aid from a variety of sources. Scholarships, federal, state and institutional grants, work and/or loans are combined or "packaged" to form the financial assistance award. Approximately 83 percent of the current TCU student body is receiving financial assistance of some sort. Questions regarding the University's aid program may be directed to:
Financial Aid Staff
www.financialaid.tcu.edu

Student Development Services

Student Development Services (SDS) maximizes students' potential through individual and community development. SDS houses the TCU Leadership Center, TCU Student Organizations, TCU Transitions, Transfer Student Programs, Model United Nations, Women’s and Men’s Programs, and Parent and Family Programs. Visit www.sds.tcu.edu or BLUU 2003 for more information.
Student Disabilities Services

Texas Christian University complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 regarding students with disabilities. No otherwise qualified individual shall be denied access to or participation in the services, programs and activities of TCU solely on the basis of a disability. The University shall provide reasonable accommodations for each eligible student who has a physical or mental impairment that substantially limits a major life activity, a record or history of such an impairment, or is regarded as having such an impairment.

Each eligible student is responsible for presenting relevant, verifiable, professional documentation and/or assessment reports to the Coordinator of Student Disabilities Services. Information concerning a student's disability is treated in a confidential manner in accordance with University policies as well as applicable federal and state laws. Documentation presented to the coordinator shall be reviewed by the appropriate University professional(s) to verify the existence of a disability. Further documentation may be required from the student to substantiate the claim of a disability or to assist the University in determining appropriate accommodations.

Eligible students seeking accommodations should contact the coordinator as soon as possible in the academic term for which they are seeking accommodations. The coordinator will prepare letters to appropriate faculty members concerning specific, reasonable academic adjustments for the student. The student is responsible for delivering accommodations letters, conferring with faculty members and returning validation of the receipt of information to the coordinator. The coordinator consults with the student and with University faculty and staff to ensure delivery of appropriate support services, and serves as liaison between the student and the faculty member as needed.

Students who wish to appeal a decision regarding appropriate accommodations may do so in writing to the affirmative action officer, who shall decide the appeal, at TCU Box 297090, Fort Worth, TX 76129. The affirmative action officer's decision may be appealed within seven calendar days in writing to the provost, whose decision may be appealed in writing to the chancellor within seven calendar days. At any step during such an appeal, the person requesting the appeal may confidentially consult with appropriate professionals/advisers within or outside the University.

The Coordinator, Student Disabilities Services, may be contacted in the Center for Academic Services, Sadler Hall Room 1010 or 817.257.6567.
Student Support Services
The Student Support Services Program seeks to increase the retention and graduation rates of eligible participants and to assist in fostering an institutional climate conducive to the success of first generation, lower income college students and students with disabilities. Each student receives an individualized educational plan that outlines a strategy for addressing academic and personal needs. Program staff update these plans at the end of each semester.

According to the federal regulations, potential students must meet the following criteria mandated by the governing regulations for participation in the TCU Student Support Services Program. Students must:

- Be a citizen of the United States or meet the residency requirements for federal student financial assistance
- Be enrolled at the host institution or accepted for enrollment in the next academic term at Texas Christian University
- Have a need for academic support, as determined by the program staff, in order to pursue or continue successfully in a program of postsecondary education.
- Be a low-income individual
- Be either a first-generation college student, or be an individual with a disability

To apply for admission to the TCU Student Support Services Program, students may come by the Student Support Services office located in the Rickel Academic Wing of the University Recreation Center, Suite 163. Once the completed application is turned in, Student Support Services staff will review the application and arrange for an interview. Each student who qualifies must attend the Student Support Services orientation.

Ronald E. McNair Post Baccalaureate Achievement Program
Texas Christian University's McNair Post-Baccalaureate Achievement Program is “designed to provide disadvantaged college students with effective preparation for doctoral studies” as stated in the Higher Education Act of 1965.

Provides:

- Research and scholarly opportunities
- Seminars and other educational activities for doctoral studies
- Tutoring
- Graduate Record Examination (GRE) preparation
- Academic counseling
- Mentoring with faculty, staff, and individuals from the community
- Cultural enhancement opportunities
- University and college campus visits, tours, professional conference, and etc.
- Graduate school application assistance
# Writing Center

The Center for Writing offers assistance with writing projects and assignments to all TCU students. Staffed by professional writing instructors and peer consultants, the Center for Writing provides students with one-on-one tutorials free of charge. Conferences usually focus on a particular project or assignment but may also include general writing instruction.

The 10 PCs in the center's computer lab are available for use by any TCU student during normal office hours.

Located in Suite 419 of Reed Hall, the Center for Writing is open Monday through Friday from 8 a.m. to 5 p.m. Students may make appointments by accessing an online scheduling service through the center’s website (www.wrt.tcu.edu) or by calling 817.257.7221. Those who wish to submit a paper online may do so via the center’s website. A consultant will read the paper and offer feedback within two working days.