



Dear Vincennes University – Vincennes Campus Student:

Please read carefully the enclosed information for the start of the 2019 Spring Semester. **Please note that the University closes at 10:15 AM on Friday, December 21, 2018 for the holiday break. Offices will reopen on Wednesday, January 2, 2019 at 8:00 AM.**

Several offices on campus have been temporarily relocated: the Student Success Center, as well as all other offices previously located in the Learning Resource Center, are in Beckes Student Union, the Office of Student Life is in room 198 of Harrison Hall, and the Center for Career and Employer Relations is on the 3rd Floor of Vigo Hall.

****ATTENTION RESIDENCE HALL STUDENTS****

Confirmation of first payment made or sufficient financial aid accepted to pay bill **in full** will be required to activate your meal plan. Please check your MyVU Student "Account Summary" for your balance and your "Financial Aid Status" for any unsatisfied "Student Requirements." If your accepted financial aid **does not** pay your account **in full**, a minimum 1/3 payment of remaining balance **MUST** be paid prior to meal plan activation.

Failure to satisfy the financial obligations as listed in the Housing Contract in accordance with the University Room and Board Rates and Payment Schedule may result, at the sole option of the University, in the denial of further meals. There is no credit given for services (e.g. meals) withheld due to late or non-payment of fees.

- **STUDENT ID's** – Students may get ID photos taken during START VU on January 11th in Updike Hall. Starting January 14th, ID pictures will be taken in Beckes Student Union Monday through Friday from 8:00 AM to 4:00 PM. **REMINDER: Students who did not receive their BlazerOne card or need a replacement BlazerOne card or those who have validation problems will need to contact Student Financial Services at 812-888-4244 or contact Bank Mobile at 800-815-6109 or log on to your Blazer One Card account at BlazerOneCard.com**
- **PARKING PERMITS** - Students may purchase campus parking permits at Campus Police Headquarters located on Second Street next to the Beckes Student Union. Also, students may go online at <http://VUPD.thepermitstore.com> to purchase a parking permit. When purchasing online, print and keep the receipt until your permit arrives in the mail. Place receipt/permit in the lower left hand side of the windshield of your vehicle. The total cost of a parking permit is \$30 per vehicle. Students may pay via cash, check, and credit card. Students who live off-campus will be required to provide Campus Police their off-campus address. **All parking lots located on campus require a parking permit.**
- **THE OLD POST BOOKSTORE** – Located in the Beckes Student Union, the Bookstore will be open as follows: Monday, January 7th through Wednesday, January 9th from 8:00 AM to 4:30 PM, Thursday, January 10th and Friday, January 11th from 8:00 AM to 6:00 PM, Saturday, January 12th from 9:00 AM to 5:00 PM, and Sunday, January 13th from 12:00 PM to 4:00 PM. Students should print their schedule from MyVU and take it with them to purchase books. If you have a credit balance available, your books may be charged to your student account by obtaining a FAST PASS from MyVU. Please read the instructions on MyVU to see if you qualify for the FAST PASS. For more information, visit the Bookstore at their website <http://vubookstore.vinu.edu> for books and merchandise.
- **FAST PASS BOOK VOUCHER** – Qualifying students may charge books and supplies at the Bookstore up to a limited amount according to their financial aid circumstances. You must have a credit on your account or third party authorization. **FAST PASS** book vouchers will be available beginning Thursday, January 10th. Check your MyVU account to see if you qualify. **First-time loan borrowers** will have a 30-day delay of disbursement from the first day of classes on loan funds. If this loan gives you a credit balance, you may use a Fast Pass.
- **TECUMSEH DINING CENTER** - For information regarding Additional Flex Dollars and Off-Campus or Commuter Student meal options, go to <https://vinu.sodexomyway.com> or call 812-888-5841 or 812-888-5089.

If you have any questions, please call toll free 1-800-742-9198.

Sincerely,

Taja Davidson, Assistant Provost for Student Affairs/Dean of Students

VINCENNES UNIVERSITY
SPRING 2019
OPENING WEEKEND SCHEDULE
January 10th – January 13th, 2019

RESIDENCE HALLS – Residence Halls open at 8:00 AM on Thursday. Check-in is available Thursday, Friday, Saturday, and Sunday. Report to your assigned residence hall front desk and pick up your room key. Tecumseh Dining Center will begin serving dinner at 4:00 PM. Check your (or your parents') homeowners insurance policy to see if it provides for coverage of your belongings. If not, consider renter's insurance. **Vincennes University is not responsible for the loss, theft, or damage of a student's personal property.**

THURSDAY, JANUARY 10th

Fast Pass available at Old Post Bookstore from 8:00 AM to 6:00 PM

ADVISING FOR RETURNING STUDENTS – Academic advising is available in the College of your major and in the Student Success Center. **Contact your advisor, the College Office of your major, or SSC regarding your schedule for Spring 2019.**

FRIDAY, JANUARY 11th

Fast Pass available at Old Post Bookstore from 8:00 AM to 6:00 PM

START VU – Jefferson Student Union - For **first time** VU students. New students will be advised during START VU. **NO NEW STUDENT REGISTRATION WILL BE ALLOWED AFTER JANUARY 11, 2019.**

ADVISING FOR RETURNING STUDENTS – Academic advising is available in the College of your major and in the Student Success Center. **Contact your advisor, the College Office of your major, or the SSC regarding a new or updated schedule for Spring 2019.**

SATURDAY, JANUARY 12th

Fast Pass available at Old Post Bookstore from 9:00 AM to 5:00 PM

NO NEW STUDENT ADVISING OR PLACEMENT TESTING.

CAMPUS OFFICES OPEN: College Offices, Student Success Center, Records, and Distance Education – 10:00 AM to 2:00 PM; Housing and ResLife, Bursar, Financial Aid, and Veteran Support Services - 10:00 AM to 3:00 PM.

SUNDAY, JANUARY 13th

Fast Pass available at Old Post Bookstore from 12:00 PM to 4:00 PM

Campus offices closed all day. Offices will reopen on Monday, January 14 at 8:00 AM.

All Student Drop and Add will take place Monday, January 14-Friday, January 18. See your advisor.

e-Bill

Vincennes University is pleased to offer electronic billing notification, also known as e-Bill. In order to provide quick, convenient service and eliminate mailing delays, Student Financial Services sends billing notifications electronically to each student's preferred email address. Students are responsible for accessing their e-Bill account to view account balance and confirm payment due dates. The University holds students accountable for the information sent via email. Therefore, students should check their preferred email account regularly. **Watch your email account for notification of your bill and when payment is due.**

VU STUDENT MEDICAL CARE PROGRAM

The VU Student Medical Care Program is designed to help our students stay healthy on campus. Full time students may be seen at the Vincennes University Primary Care Center (UPCC)-Student Health Office located in the Young Building on campus. The UPCC nurses are available for assessment of acute illnesses and injuries by appointment. Referral to a provider is determined by nursing assessment. The Student Health Office may provide over-the-counter medications, initial care and follow-up care of injuries, and tetanus/diphtheria injections following an injury when indicated. Diagnostic tests, pre-existing chronic disease management conditions, vaccinations, procedures, and physicals are not covered under this plan. Any prescriptions, x-rays or laboratory fees are the responsibility of the student.

Residence Hall students and full-time commuter students on the Vincennes campus are automatically enrolled in the VU Student Medical Care Program. ***The program is mandatory for residence hall students.*** Off-campus students may opt out of this program by September 11. Your choice to opt out will be effective for the entire semester.

To Opt Out:

Click MyVU logoSign into MyVU

Click University Systems (left hand column)

Click Student Self Service

Click Answer a Survey

If you are eligible to opt out of the program you will see MEDICAL PLAN SURVEY

Click Yes to opt out

Deadline for opting out is February 4, 2019.

Please note that the VU Student Medical Care Program does not provide hospitalization coverage. We recommend that all students have some type of hospitalization insurance to cover medical treatment. The University does not offer a student group hospitalization plan. If you do not have coverage, it is recommended you purchase hospitalization insurance from the company of your choice.

Please refer to the Student Policies and Support Services section of the Vincennes University catalog. This section contains important information regarding student rights under the Family Educational Rights and Privacy Act (FERPA), Directory Information, Student Regulations and Student Services.

VINCENNES UNIVERSITY TOBACCO POLICY

Smoking, the use of smokeless tobacco, and e-cigarettes on Vincennes University properties is permitted only in specifically designated tobacco use areas. Vincennes University has reasonably designated tobacco use areas throughout University properties. Enforcement of this policy is the responsibility of all members of the University community including students, faculty, staff and administration. Persons that violate this policy and refuse to conform will be required to leave the event or area and may be subject to citation for infraction of the Indiana Clean Indoor Air Act (Indiana Code 7.1-5-12). The University community is reminded that the sale, distribution, or advertisement of tobacco products is prohibited in the University facilities and public areas. For more information about the policy, a list of the designated tobacco use areas, and information on downloading the "Know the Zones" app, go to: <http://vinu.edu/tobacco-policy>.

ALCOHOL AND CONTROLLED SUBSTANCE ABUSE POLICY SUMMARY STATEMENT

The inappropriate use of a controlled substance or alcohol is detrimental to Vincennes University's faculty, staff, students, and the public served. The University will attempt to assist a student involved with the inappropriate use of alcohol or a controlled substance in obtaining rehabilitation. However, the ultimate responsibility for overcoming a dependency or inappropriate use of alcohol or of a controlled substance is that of the student. The University does not accept or condone the inappropriate use of alcohol and the manufacture, distribution, dispensing, possession, or use of any controlled substance. Students and parents should refer to page 21 in the student handbook for details of this policy.

E-Alert

Vincennes University has partnered with Rave Mobile Safety to provide an emergency alert system capable of sending messages to your VU and personal email addresses, as well as your cell phone. This service is available to you at no additional expense. (Note that your cellular phone provider may charge a per-text message fee for the delivery of emergency notifications to your phone). Visit your MyVU account and click on the E-Alert link to learn more.

Office of Civil Rights - Campus Sexual Violence Elimination Act (Campus SaVE Act) Summary

Dear Student:

The Violence Against Women Reauthorization Act (“VAWA”), was signed into law on March 7, 2014, imposes new obligations on colleges and universities under its Campus Sexual Violence Act (“SaVE Act”) provision, Section 304.

Under VAWA, colleges and universities are required to:

- Report domestic violence, dating violence, and stalking, beyond crime categories the Clery Act already mandates;
- Adopt certain student discipline procedures, such as for notifying purported victims of their rights; and
- Adopt certain institutional policies to address and prevent campus sexual violence, such as to train in particular respects pertinent institutional personnel.

New Reporting Requirements

VAWA’s SaVE Act provision imposes new reporting requirements:

The Clery Act requires annual reporting of statistics for various criminal offenses, including forcible and non-forcible sex offenses and aggravated assault. The report also includes statements addressing the university’s policies, procedures, and programs concerning safety and security. This report along with the Police Crime Statistics can be found at <https://www.vinu.edu/criminal-statistic-reports>. You may also request a paper copy from the University Police Department at (812)888-5555. VAWA’s SaVE Act provision adds domestic violence, dating violence, and stalking to the categories that, if the incident was reported to a campus security authority or local police agency, must be reported under Clery. Parsed for clarity, these offenses are defined:

1. “Domestic violence” includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
2. “Dating violence” means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
3. “Stalking” means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

Victims’ Rights

Institutions must afford any student or employee who reports that they have been the victim of an incident of sexual violence, either on or off-campus, with the following information and rights:

- Possible sanctions or protective measures that may result from an institutional disciplinary proceeding (see Conduct Proceedings below for additional information);
- Procedures that should be followed in the event of an incident of sexual violence including –
 1. The importance of preserving evidence for proof in criminal proceedings;
 2. To whom the offense should be reported;
 3. Options for reporting to law enforcement including the right to be assisted by campus authorities;
 4. The right to decline to report to law enforcement; and
 5. Information about no contact orders issued by a court.

- Notification about existing counseling, health, mental health, victim advocacy, legal assistance and other services available on and off-campus.
- Institutions must make changes to the academic, living, transportation and working situations of any victim if requested and reasonably available whether or not a formal report is made.

Conduct Proceedings

In addition to reporting to law enforcement, victims also have the option to seek protective or disciplinary action directly with their institution. Institutions must adopt and disclose policies that –

- State the standard of evidence (which under current Title IX guidelines is “preponderance of the evidence” or more likely than not);
- Provide a “prompt, fair and impartial investigation and resolution”;
- Provide proceedings must be conducted by officials who receive annual sexual violence training, including on how to conduct an investigation, protect the safety of victims and promotes accountability;
- Require that both accuser and accused are entitled to the same opportunities to have others present, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice (an institution may not meet this requirement by denying both parties the right to an advisor);
- Require that both the accuser and accused shall be simultaneously informed, in writing, of –
 1. The outcome of any institutional disciplinary proceeding;
 2. The procedures for the accused and the victim to appeal the results of the proceeding;
 3. Any change to the results; and
 4. When such results become final.

Your Responsibility as a Vincennes University Student

If you become aware that a domestic violence, dating violence or stalking has occurred or are told of any of these occurring:

- Believe the person.
- Tell the victim it is not his or her fault.
- Encourage a report (to University police, to the Dean of Students, to Counseling Center etc.) Realize however, there may be reasons that the person does NOT want to report. Respect that decision.
- Please discuss with the person that it is your responsibility as a VU student to report this information. You do understand their concern but you as a student must contact University Police with this information.
- Don’t pry or try to get information out of the person. Once you have contacted University Police they will take over the case and contact the individual.
- If you learn of the perpetrator’s identity, don’t suggest physical or any other form of retaliation.
- Know available resources.
- Be patient.

Student Right-to-Know and Other Federal Compliance Information can be found at <http://www.vinu.edu/student-right-to-know-and-policies>.