

UIW[®]



**School of
Professional Studies**

New Student 101 Guide

We want you to have a great start at UIW.

Here are benefits of
the School of
Professional Studies
(SPS) and resources
to help you succeed!



AFFORDABILITY

- FREE textbooks for all undergraduates and active-duty military graduate students
- No academic fees
- Military, DoD, veteran and dependent discounts
- EdAssist and employer discounts

Financial aid, grants and scholarships are available for adult students.



FLEXIBILITY

Mix it up!
Take one class
online and one in
the classroom.

- Accelerated eight-week terms
- Six terms per year
- Take two classes per term
- Classes offered online,
or in the classroom



FACULTY

Our 13:1 student to faculty ratio means more individualized attention per student from real-world experienced faculty.



UIW LIBRARY

(J.E. & L.E. Mabee Library)

- Over 200 databases with 62,000 e-journals and 308 subscriptions in print/online formats.
- Provides online access to its databases and electronic resources.
- Reference librarians available via text/chat, email and phone.

Reserve a study room
for group sessions.

Library Regular Hours	
Sunday	1 p.m. - Midnight
Monday - Thursday	7 a.m. - Midnight
Friday	7:30 a.m. - 9 p.m.
Saturday	8 a.m. - 9 p.m.



ONLINE LEARNING

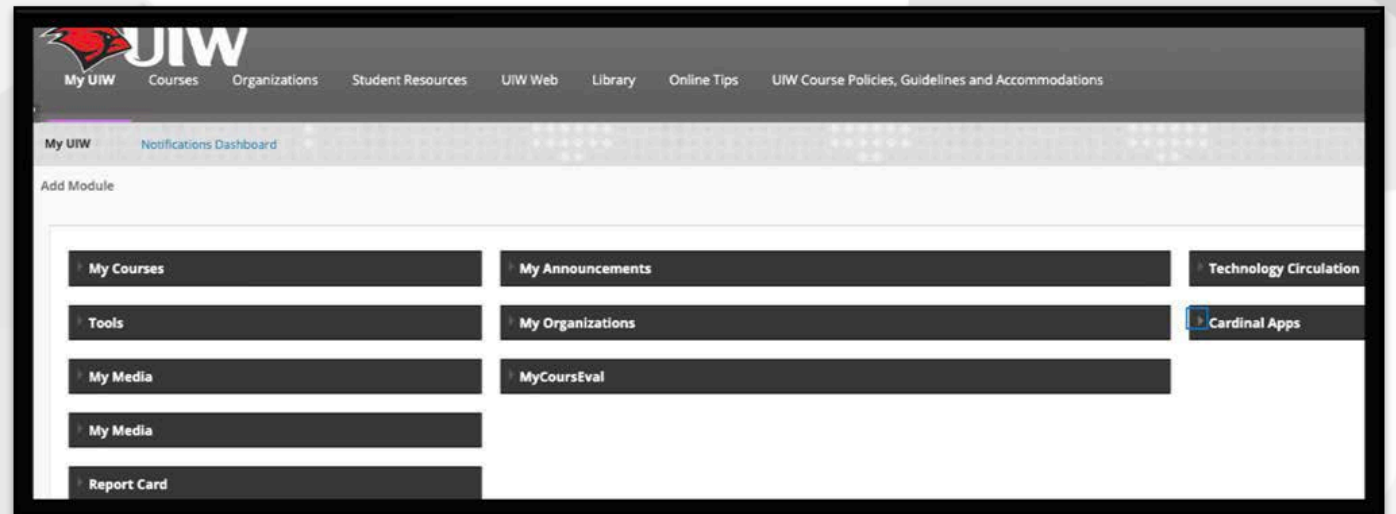
Blackboard

Blackboard is a UIW virtual course learning environment.

- Access your textbook and class materials
- View and submit assignments
- Participate in class discussions
- View your grades



Blackboard

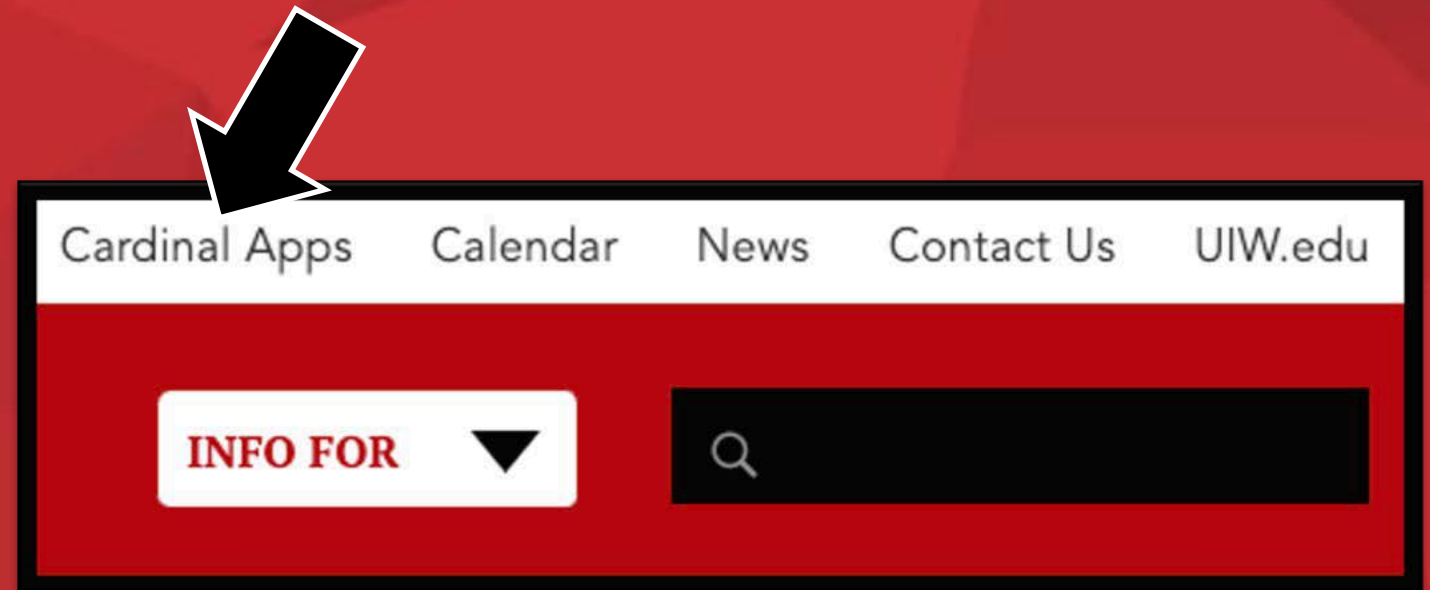


ONLINE RESOURCES

Cardinal Apps

Cardinal Apps is a student's key online resource that provides access to:

- Blackboard
- Cardinal mail
- BannerWeb (billing, financial aid)
- Degree Works
- Library
- Veterans certification
- Career services
- UIW news and events
- Social networking applications



CHECK YOUR PROGRESS

Degree Works

- Allows students to monitor their progress toward graduation
- View GPA and outstanding requirements
- Transfer credits
- Community service hours
- Degree options

The logo for Degree Works, featuring the word "DEGREE" in red and "WORKS" in black, with a stylized diagonal line through the "E" in "DEGREE".

**DEGREE
WORKS**

Degree Audit

TUTORING

Tutoring in subjects for:

- Math courses
- English courses

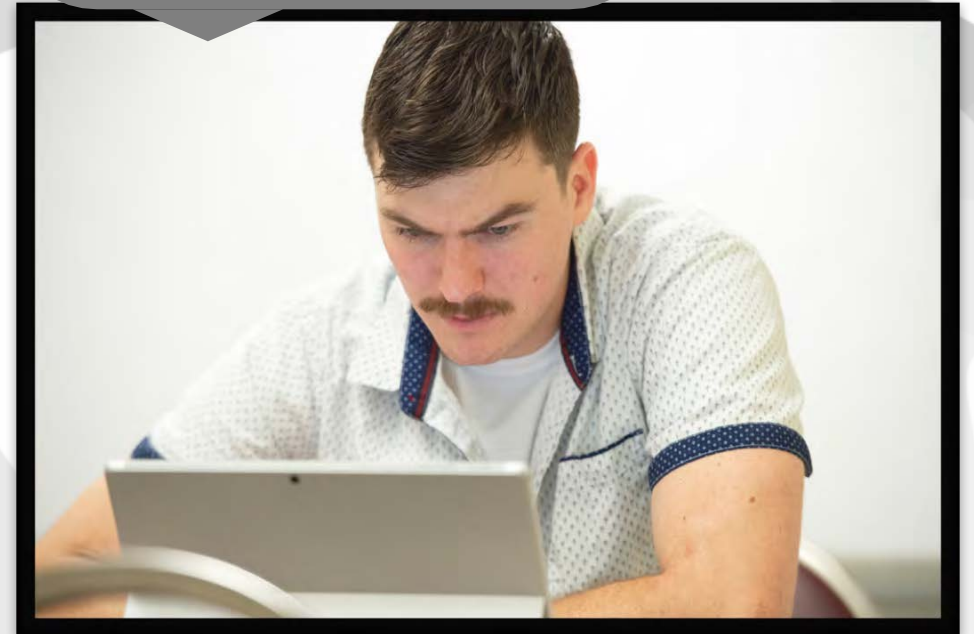
SPS Online Writing Center

- Free resource for students seeking helpful tips, exercises or visuals that improve writing skills. Or submit your papers to a tutor for review.

UIW Writing and Learning Center and Tutoring Services

- Online tutoring for a wide range of course subjects, study skills, and writing for students taking undergraduate courses.

Ahh! My midterm paper needs work!



STUDENT RESOURCES

Essential links and policies are available on the Student Resources page.

- FAQs
- Graduation requirements
- General policies
- Student handbook
- Student forms
- Counseling services
- Veterans Affairs
- Technology tutorials and help desk
- Financial planning tools - iGrad



ACADEMIC SUCCESS

The Student Success team is here to support you while balancing life, school and a career. They are available in-person and provide helpful videos and online resources.

One-on-one academic and life coaching:

- Learning strategies
- Time management
- Managing stress
- Raising GPA

Student connection activities:

- Community service
- Peer mentoring

New Student Orientation



CAREER SERVICES

Career Services are available to all SPS students.

- One-on-one with a Career Advisor
- Interviewing tips
- Resume writing and development
- Online workshops and videos

Time to update my resume.

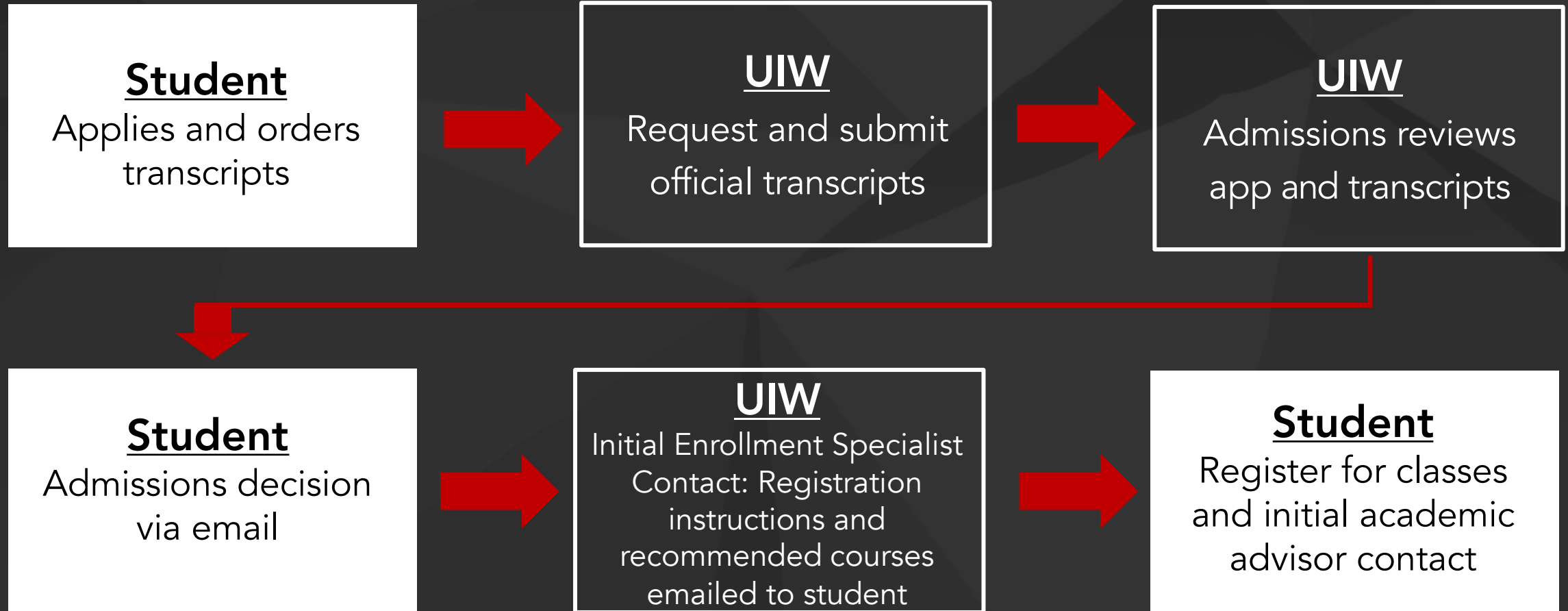


GRADUATION

SPS students take part in the same graduation ceremonies and receive the same diploma as all UIW students.



SUBMIT APPLICATION



CARDINAL EMAIL

Regularly check your Cardinal e-mail for:

- Important announcements
- Faculty/student messages
- Advisor messages
- Course registration info
- And much more

Your advisor will send you an e-mail when your Cardinal e-mail is ready to use.



STUDENT ID

You will be issued a unique Student ID number.

Also called a "PIDM" which ranges between 6-8 digits. (Ex. 1234567)
Keep your PIDM handy when submitting registration forms!



NEW STUDENT ORIENTATION

During your first term you will receive an e-mail to attend an Orientation online or in-person from the SPS Academic Success team.



CONTACT INFORMATION

Academic Advising

eapadvising@uiwtx.edu | (210) 702-2402

Admissions

eapadmission@uiwtx.edu | (210) 757-0202 or (800) 318-1876

Business Office

For tuition payment information, discounts and benefits.
eapbo@uiwtx.edu | (210) 829 6099

Center for Veterans Affairs

veterans@uiwtx.edu | (210) 832-5651

Office of Financial Aid

finaid@uiwtx.edu | (210) 829-6008

Professional and Continuing Education

oppd@uiwtx.edu | (210) 832-85677

Academic Success

eapsuccess@uiwtx.edu | (877) 565-5353



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