

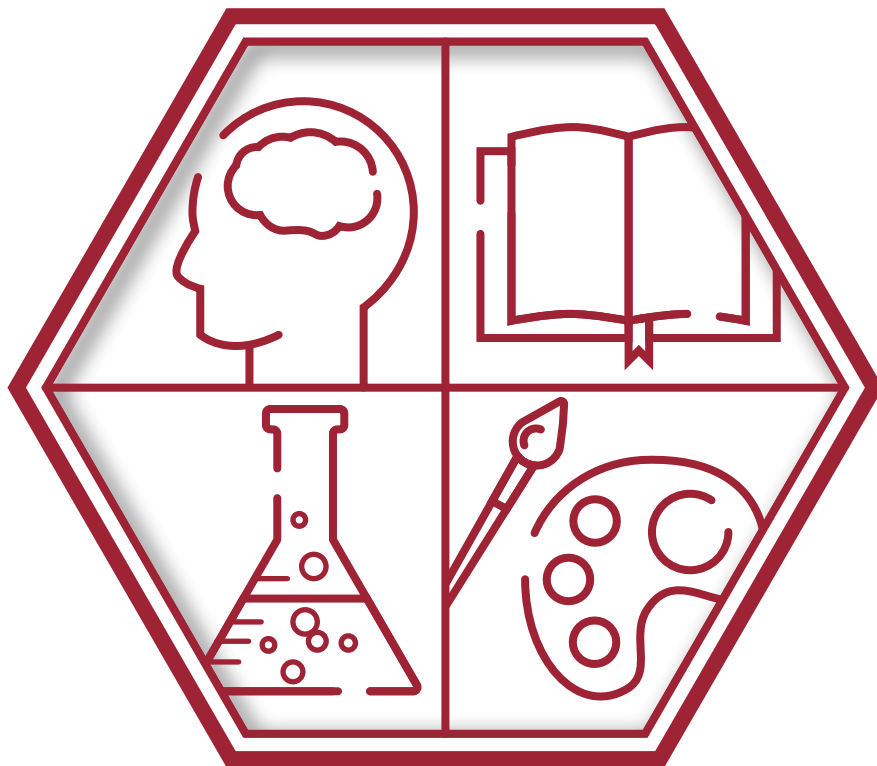


UNIVERSITY OF  
ARKANSAS

Fulbright College  
of Arts & Sciences

FULBRIGHT.UARK.EDU

# UARK FULBRIGHT STUDENT GUIDE



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# NAVIGATING UNIVERSITY OF ARKANSAS SYSTEMS

## Meeting Your Advisor

One of the best ways to stay on track at the University of Arkansas is to meet with your advisor consistently.

During the first week of the semester, follow these [steps](#) to make sure you know who your advisor is and where their office is located! During your meetings, your advisor will assist you in selecting your classes for your program. An advisor can also help you change something about your degree program (it's perfectly normal to reevaluate your major or change your study to something that aligns better with your interests!) and make sure you graduate in an appropriate timeframe. Reference [this checklist](#) before your appointment to make the most of your time together.

The semester will move quickly—you'll need to make sure you're aware of registration timelines for the following semester. It is recommended that you set up an advising appointment at least one month before your registration period. In Fall, aim for early October appointments to register for the spring semester; in Spring, set up a meeting in early March to register for the following Fall/Summer semester(s).

Remember, your Academic Advisor wants you to succeed; when you follow these steps, both of you can have a productive and enjoyable meeting!

**Academic Advising**

FOR STUDENTS FOR ADVISORS TRANSFER STUDENTS UASUCCESS

Academic advising services are offered differently across campus to meet the unique needs of the different colleges and their students. **Choose your college (or one you might be considering) below to connect with an advisor.** If you need to find what college your major is housed within, you can do that in the [Catalog of Studies](#).

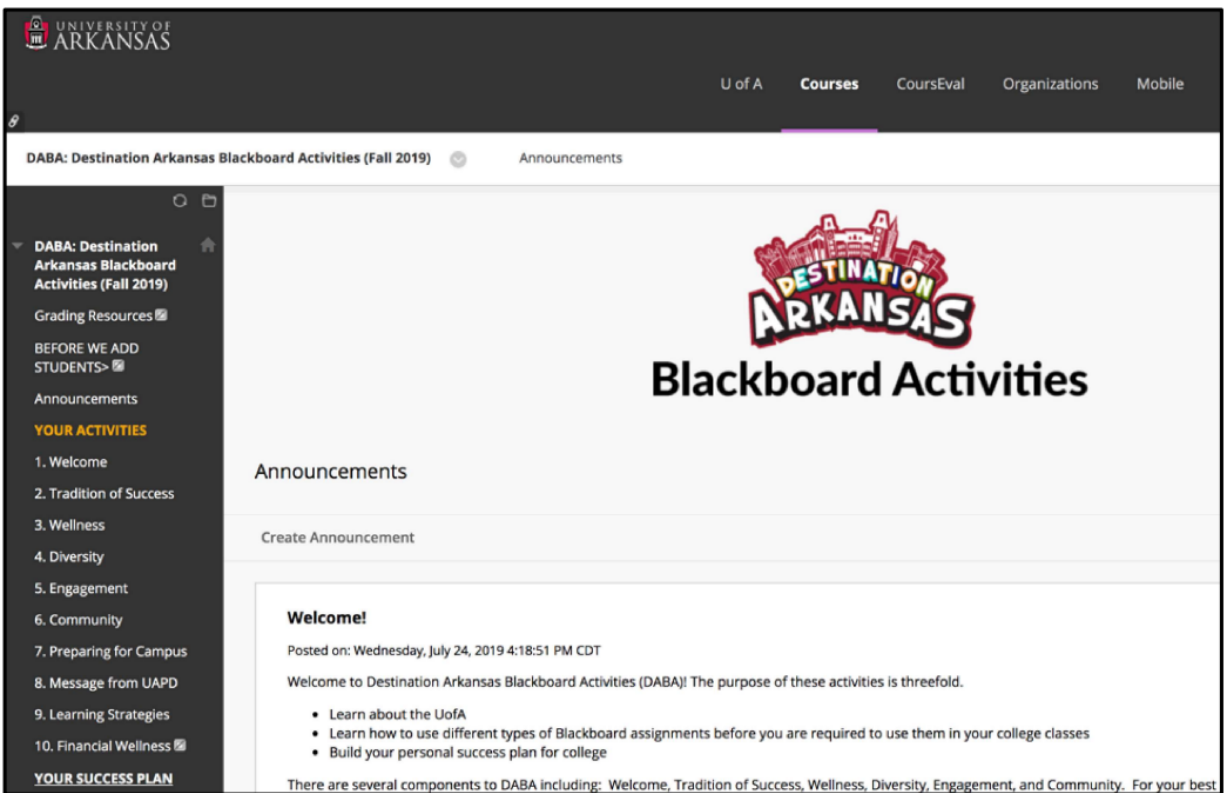
Looking to explore majors offered at the University of Arkansas? Try the [MyMajors](#) tool. After completing the assessment, you will receive a list of potential University of Arkansas majors that fit your educational and career goals.

QUESTIONS? ASK RAZORBOT

# Blackboard Navigation

Blackboard is a program used within the University of Arkansas; many of your classes will use it to publish grades, make announcements, or provide a course schedule. Some of your courses will require you to submit assignments through Blackboard directly! If you have questions about your classes before the start of the semester, [this](#) is a good place to look first.

When you access Blackboard for the first time, you will see Destination Arkansas Blackboard Activities, or “DABA,” as a course. This “course” will walk you through Blackboard, teaching you how to navigate and take advantage of its features.



Get into the habit of logging into Blackboard frequently. You can do this by clicking “Courses” on the sidebar of Blackboard’s home screen. When you click this link, you will see a list of all your current courses, and you can select the course you want to interact with from that list.

**TIP!** Blackboard is not a substitute for regularly checking your email. Most departments and instructors will use email as their primary form of communication!








# UA Success or UA Starfish Navigation

You may be familiar with the UA Success system, especially if you work with an instructor coach. Even if you do not work with a coach, it is helpful to understand what this system is for and how it works.

UA Success allows advisors, faculty members, and student success employees to easily access information on the students (yes, you!) that they are working with. This holistic view of your student journey ensures you have a built-in success network where you can easily contact faculty members, set up meetings, and keep track of your appointments.

When you visit UA Success, you will land on the “dashboard.” This page shows notifications, connections to advisors and other important faculty, and services you may need. To navigate this website, you will click on the hamburger menu button (≡) in the upper left corner. (By the way, it’s called a “hamburger menu” because the three horizontal lines stacked on top of each other look like a bun, patty, and bun!) This button will open a menu that looks like this:

Let’s briefly walk through what your other menu options in UA Success land on when clicked:

<p><b>Edit Profile</b></p> <p><b>Logout</b></p> <hr/> <p> <b>Dashboard</b></p> <p> <b>My Success Network</b></p> <p> <b>Upcoming</b></p> <p> <b>Messages</b></p> <p> <b>Plans</b></p> <p> <b>Courses</b></p> <p> <b>Request Help</b></p> <p><a href="#">Privacy Policy</a></p> <p><a href="#">Terms of Use</a></p>	<ul style="list-style-type: none"><li>• <b>Edit Profile</b> lets you update your profile information; you’ll want to make sure your contact information stays current!</li><li>• <b>Dashboard</b> takes you back to the home page.</li><li>• <b>My Success Network</b> shows the contact information and office hours for people in your success network—usually your advisor and an instructor coach if you have one. You can directly email and set up appointments through this page.</li><li>• <b>Upcoming</b> shows appointments that have been made through the UA Success system.</li><li>• <b>Messages</b> shows notes that have been sent to you, typically from an advisor or instructor coach, but sometimes from your professors.</li><li>• <b>Plans</b> will show any success plans that have been made for you. These plans may give you goals or reminders of what you need to keep track of.</li><li>• <b>Courses</b> shows the number of credit hours you are enrolled in for the semester, as well as all of the courses you are taking and their instructors.</li><li>• <b>Request Help</b> allows you to fill out a request help form. There is usually a 24 hour wait before you will get a response, so this is not useful for emergencies!</li></ul>
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Plan to check UA Success every 1–3 days to keep track of tasks, appointments, and messages that you may have.

## Withdrawal

You may occasionally take a course at the University that becomes difficult for you to complete. This can happen for a myriad of reasons (scheduling around jobs or personal obligations, the instructor's teaching style not meshing with your learning style, sudden illness, etc.), and all of them are valid reasons to take advantage of this option! You can withdraw from a single course through UAConnect.

Before finalizing your decision to withdraw from a course, make sure you have discussed all options with your instructor, advisors, or other trusted mentors. It is important these conversations occur before the [hard deadline for course withdrawal](#).

## Grade Exclusion

If you choose not to, or are too late to, withdraw from an undergraduate course and earn a D or an F, check out the [Grade Exclusion process](#)! In short, up to 9 hours can be excluded from your transcript, meaning that the grades earned in those classes will not impact your GPA (Grade Point Average). As with most things related to your academic standing, make sure to speak with an advisor to maximize the effectiveness of Grade Exclusion.



# NAVIGATING DAY TO DAY LIFE IN COLLEGE

## Determining Priorities

“Why am I here?” As a student at the University of Arkansas, you may find yourself asking this question more than once—and it’s an important question to consider! The easy answer is that you’re here for a degree; however, earning a degree often represents only a single step in your overall motivations. So, ask yourself again: “Why am I here?”

Attending college is a wonderful way to learn more about yourself: you’ll develop new interests in your courses or personal life, meet a variety of people from diverse backgrounds, and gain access to opportunities you never thought possible. For many students, college is also a time of change, which can be both rewarding and difficult. As you navigate these changes in your life, you may be pushed into making decisions between school and socializing, friends and family, or teachers and peers.

You are the only person that can make the right decisions for you! Determining priorities early may make some decisions easier. What steps need to be taken to earn your degree? How much do you need to study to earn an A on your next test? What makes you a good friend, classmate, or roommate? How far can you extend yourself without feeling burnt out? Think about your overall goal and what steps you must take to reach it: learn to [keep a planner](#), take advantage of [tutoring](#) and [your mental health](#), and do not be afraid to [communicate with your professors](#)!

## How to Reference Your Syllabus

How many students have received a syllabus on the first day of class, listened to the professor review important policies and the course schedule, and then tucked it into a folder, never to be seen again?

The first day of class, informally known as Syllabus Day, gives your professor an opportunity to lay out class expectations, address major assignments and grades, and answer questions about the document they've provided. But with so much information presented at once, it can be hard to know what questions you actually have. This is where a syllabus reconnaissance comes in handy!

A reconnaissance is similar to an investigation: you are looking for key information to help you in the future. After class (or during class, depending on the professor), read through your syllabus on your own, highlighting or drawing stars next to anything you think will be important. Important parts of a syllabus may include: policies that are unique to the classroom or professor (i.e., electronics, attendance and absences, etc.), assignment due dates, grading policies (i.e., do they use a grading contract? what do you need to do to earn an "A" in the course?), and, if included, a course schedule. Keep the syllabus in an easily accessible place (print it off if it was delivered electronically!) for your reference. You may also find it handy to write down any important assignment dates in a [planner](#).

## How to Get the Most out of Your Planner

Planning for college can be stressful, especially when you consider the classes and work you will need to keep track of. So, looking for a great way to stay on top of your schedule? Pick up a planner! There are a wide variety of planners you can use, both handwritten and virtual. Right now, let's focus on what to do once you have a planner.

Ask yourself: what information do you have at the beginning of the semester that you can already plan for? For example, if an instructor says there will always be a weekly assignment due on Thursday, you can immediately mark that in your planner. Other things, you may need to mark as the information becomes available to you.

You'll also need to consider what type of planning works for you. Some people do well with just creating a to-do list for themselves each day. Others find it helpful to schedule their time hour by hour, assigning a task to specific times of the day. If you are not sure which is best for you, take a couple of weeks to try both, then evaluate which one worked best for you.

If you need more detailed help setting up a planner or finding a system that works, contact an instructor coach!

## Communicating with Your Professor

Talking to professors one-on-one can seem scary at first, but it becomes far less scary when you remember that most professors want you to succeed. However, professors aren't mind readers! As a student, you need to advocate for yourself and take steps toward communicating your needs. For the most part, professors are receptive to this! If they are not, there are [other resources](#) for requesting help.

Questions about course policies, assignment guidelines or due dates, and personal or medical issues that affect class performance and participation should be directed to your professor (if those questions are not answered already on the assignment sheet, Blackboard, etc.). You may also approach a professor if, for example, a peer or comment has made you uncomfortable during class.

In some courses, you may also have access to a **Teaching Assistant**, or a TA, alongside your professor. If you have questions regarding course material—that is, what you're learning at the time—TAs are a great resource. TAs for courses have educational backgrounds in the subject; most will be able to tutor you or answer specific questions about the material. Of course, if you are comfortable with it and the professor seems approachable, you can always ask them for help with course material, too!

# How to Email Your Professor

Professors will have different expectations for how they wish to be addressed in email; some will even mention it in their [syllabus](#)! No matter the professor's preference, however, it's helpful to practice professional habits while in a university setting. This means addressing professors by their proper names and titles, using polite language and correct grammar, and signing off with your name (including your class, meeting time, and/or section number if the course has many students). If you speak to your professors in-person, you should also send a follow-up email to remind them of what you talked about! A good rule of thumb is to treat your emails with the same respect and seriousness you would treat any major assignment; professors notice and appreciate your effort.

An example email may look like this:

The screenshot shows an email composition window. At the top, there are two recipient fields: 'To' with a placeholder 'Type your professor's email here' and 'Cc' with a placeholder 'Cc advisors, group members, etc. if your question or concern involves them!'. A 'Bcc' field is also visible on the right. Below these is a subject line placeholder: 'Subject should be quick & informative; ex. "Re: our conversation after class," or "Question about Assignment 1."'.

The main body of the email contains the following text:

Dear [Professor Name],

Your subject matter; do you have a question or request? Do you need to let them know about an absence? Do you need access to a book or quiz? Are you sending a reminder of something you discussed during class or office hours? Before sending questions, ensure that they are not already answered in the syllabus, assignment sheet, or Blackboard. Use a polite and semi-formal tone, and always check for grammatical and syntactical errors.

Sign off—ex. "Thank you," or "Looking forward to your response,"

First Last  
Course / Section Number / Time

At the bottom, there is a rich text editor toolbar with options for font (Times New Roman), size (12), bold (B), italic (I), underline (U), text color, background color, link, unlink, list, and indent. Below the toolbar are buttons for 'Send', 'Discard', and icons for attachments, images, emojis, and a link icon. A status bar at the bottom right indicates 'Draft saved at 11:06 AM'.

## Developing Boundaries

Just as college gives you an opportunity to [determine your own priorities](#), you will also need to learn how to develop boundaries. At the University of Arkansas, you will make lifelong friends, work with peers on group projects, or learn to share space with roommates. If you're a people-pleaser or someone that avoids conflict, it may be difficult at first to set boundaries—but remember, boundaries are just as important for maintaining good relationships as, say, being loyal or emotionally receptive. You should always do what makes you feel comfortable, following the path you've laid for happiness and success!

As you settle into new friendships, classrooms, and shared living spaces, have a conversation about what is and is not okay. You can connect with [RAs](#), [CAPS counselors](#) or even instructor coaches for ideas on how to approach these conversations.

**TIP!** Some common topics you may want to establish agreements for are as follows: personal space and privacy, cleanliness, participation in party culture, work and study schedules, and hours for socializing.

## Benefits of Attending Class

Different departments and professors will have different attendance policies—sometimes, attendance will even be linked to your grade! When you receive your syllabus, it's recommended that you make note of that professor's policy and plan accordingly.

As the semester ambles along, you may be tempted to skip those early morning or late afternoon classes. You may want to take advantage of lax attendance policies. You may just find yourself confused by the material or professor's teaching style and feel discouraged from attending. Skipping class happens in college. But, if you find yourself swayed to skip class often, [remember your priorities](#)! If skipping class is not conducive to those priorities, you must try to resist the urge!

Attending class, whether or not you're graded on it, has more benefits than you may realize. Not only does it offer an opportunity to ask questions about or make connections between lectures delivered by your professor, but it also gives you an opportunity to learn with and from your peers, prep for exams, and gain clarity on major and minor assignments you're asked to complete. Of course, you should know that attending class does not mean just occupying a desk—it also means engaging with the material in ways that work for you. This could mean taking notes during lectures, making comments during discussions, asking questions, [planning for future assignments](#), and more.

## CAPS

Advocating for your mental health is important, particularly when you are experiencing periods of change at the University. Pat Walker's [CAPS](#), or Counseling & Psychological Services, is an on-campus resource dedicated to helping students like you with your mental healthcare needs. If you feel unable to fulfill or even [create priorities](#), [plan ahead](#), or [attend class](#) due to your mental health, reach out to someone here! If you're nervous about going, you can ask a person that you trust (a professor, a TA, an RA, an instructor coach, an advisor, etc.) to help you make an appointment or walk you to the building.



## The Wellness Wheel

In your freshman University Perspectives class, you may learn about [The Wellness Wheel](#). This wheel is made up of 8 components: social wellness, environmental wellness, occupational wellness, spiritual wellness, financial wellness, emotional wellness, intellectual wellness, and physical wellness. Learning about these wellness components, and how they apply to your life, can help you excel in and out of the classroom!



# RESOURCE GUIDE

Feeling burnt out? Look for help here!

## CAPS offers:

- Individual therapy
- Group therapy and support groups
- Psychiatric services
- 24-hour mental health crisis hotline: 479-575-5276
- Psychological assessments
- **Let's talk!**, an outreach service for you to talk informally with others about stress and other issues you face as a student

**LOCATION:** Pat Walker Health Center  
**HOURS OF OPERATION:** Monday-Thursday  
8 a.m.-5 p.m.; Friday 9 a.m.-5 p.m.

**CONTACT INFORMATION:**

- Call: (479) 575-5276
- [Website](#)

## The Psychological Clinic offers:

- A clinic approved by the American Psychological Association
- Affordable 50-minute session for UARK students

**LOCATION:** 216 Memorial Hall  
**HOURS OF OPERATION:** Monday and  
Friday  
8:30 a.m.-5:00 p.m.; Tuesday, Thursday, and  
Wednesday 8:30 a.m.-7:00 p.m.

**CONTACT INFORMATION:**

- Call: (479) 575-4256
- [Website](#)

**UARK wellness coaching offers:**

- Meetings with a certified health educator
- Help for improving lifestyle behaviors
- Help with eating and sleeping habits
- Support and accountability from a wellness coach with academic and personal goals
- ...but is not a replacement for therapy

**LOCATION:** Pat Walker Health Center

**CONTACT INFORMATION:**

- Call: (479) 575-4451
- Email: [wellness@uark.edu](mailto:wellness@uark.edu)
- [Website](#) (fill out a request form for wellness coaching)

## Want to improve your grades? Look for help here!

### UARK Writing Studio offers:

- In-person tutoring
- Online tutoring
- Drop-in tutoring
- Writing groups and workshops you can attend

**LOCATION:** CORD  
**CONTACT INFORMATION:**

- [Website](#)

### The MRTC offers:

- Tutoring for most math classes
- Embedded Tutors in college algebra sections
- Check your syllabus for when tutors associated with your specific class section are in the MRTC

**LOCATION:** CHPN 326  
**CONTACT INFORMATION:**

- [Website](#)

### Other on-campus study resources:

- Find tutoring in a wide variety of subjects through the tutoring center in the CORD.
- Request a peer academic coach to help you strategize your learning skills.
- Attend a supplemental instruction session for a challenging class!

## Find a study spot that works well for you!

### ON CAMPUS:

- Find a quiet place in the Mullins Library
- Arkansas Student Union: study in a common area or rent a private study room!
- Student Success Center: study in common areas or lounges in the building or request a private room.
- On-campus Starbucks in the Student Success Center or Founder's Hall
- Arsaga's at the Law Library (computers available for Law students only)

### OFF CAMPUS:

- **The Fayetteville Public Library**
  - Study in quiet common spaces
  - With a Fayetteville Public Library Card, you can reserve a private study room.
  - The library also has a Deli with soups, sandwiches, and wraps!
- **Coffee Shops/Restaurants:**
  - Puritan Coffee
  - Basecamp Coffee
  - Starbucks (multiple locations)
  - Panera Bread
  - Onyx Coffee Lab
  - Doomsday Coffee

## Want to be more organized in your academic life?

- If you want to use a paper planner, read [this article](#) about how to get the most out of it.
- There are also multiple online resources such as:

### OUTLOOK CALENDAR

- This is a great way to plan your class schedule and to keep track of appointments on-campus.
- Outlook Calendar can be especially useful because some of your professors and other university staff will use this to show when they are available and when they are not!
- My Study Life: <https://www.mystudylife.com/>
- Tick Tick: [https://ticktick.com/?language=en\\_US](https://ticktick.com/?language=en_US)
- My Homework: <https://myhomeworkapp.com/>
- Remember the Milk: <https://www.rememberthemilk.com/>

## Do you have housing questions?

- Remember to consistently log into your [housing portal](#) to receive important updates.
- Find a list of housing resources here.
- Remember that your RA is a great first point of contact for any housing-related issues!

## Do you have concerns about your financial aid?

- You can find a general breakdown of how financial aid works [here](#).
- Talk to your advisor or instructor coach if you have questions about how to contact the financial aid office.

**LOCATION:** Silas Hunt Hall

**CONTACT INFORMATION:**

- Call: (479) 575-3806
- Email: [finaid@uark.edu](mailto:finaid@uark.edu)



