



TEXAS TECH UNIVERSITY™

Undergraduate Academic Support Resource Guide





Becoming and staying academically fit

should begin before students think they need help. Just as one cannot train for a marathon in one weekend, being academically successful cannot occur at the last minute. Students must get in a habit of using small incremental study doses, instead of attempting to pull last ditch study all-nighters prior to big tests. Study doses include attending class, reading class notes EVERY night, keeping up with assignments, and taking advantage of academic support services offered around campus. By using these methods, preparing for any major test or final exam becomes more of a review session than a gut-wrenching experience.

This pamphlet highlights some of the available academic resources across campus. The information is presented as campus-wide resources, college and departmental resources, and limited-use resources. While the presented information is comprehensive, not all departmental resources may be included. Students should check with specific departments within colleges, e.g. History, Political Science, and Mathematics within the College of Arts and Sciences; Accounting, Management Information Systems, Marketing, etc. within the Rawls College of Business, just to name a few, for possible additional academic resources.

Students should also use their academic advisors as a primary academic support resource. Prior to making any decision that could influence academic success, students need to check with their academic advisor. Students should see their advisors at least once a semester, and more frequently if needed. Advisors are an integral part of the Graduate On Time initiative www.depts.ttu.edu/graduateontime.

Most important, students who begin using these services at the start of the semester are more likely to have a successful academic semester than students who wait until the last minute, or do not use the services at all. Most of these services are free. It's up to each student to commit to academic success, use the services offered, and thereby take responsibility for his or her own total academic experience.



Campus-Wide Resources

- **Academic Testing Services**
214 West Hall 742-3671
www.depts.ttu.edu/testing

Academic Testing Services provides a wide array of standardized exams integral to admissions, enrollment, matriculation, and graduation/certification/licensure requirements of Texas Tech. These exams meet specific requirement needs for undergraduate, graduate, and professional career path programs at Texas Tech. In addition, CLEP exams for course credit and Extended Studies/Distance Learning exams may expedite matriculation time of enrolled students and assist with the Graduate On Time initiative. Testing Accommodations for students with disabilities are also available.

- **Academic Advising Center at Texas Tech (ACTT)**
79 Holden Hall 742-2189
www.advising.ttu.edu

Academic Advisors assist students with their educational plans and initiate dialogue through which students may gain insight to explore academic, career, and life goals. In addition to ACTT, all colleges and academic departments offer academic advising. Students work with academic advisors to learn decision making in order to assist them in making informed choices that lead to graduation.

In addition to academic advising, the following academic support services are also offered:

- University Community Members - (University Advising Center, www.advising.ttu.edu)
- Students who are unsure about their academic major - (TTU DISCOVERY! Program, www.discovery.ttu.edu)
- Students who are First Generation College Students - (TTU PEGASUS Program, www.fgc.ttu.edu)
- Students who are interested in law school - (TTU Prelaw Program, www.prelaw.ttu.edu)

- **Center for Campus Life**
201 Student Union Building 742-5433
www.campuslife.ttu.edu

Put some LIFE into your college experience! The Center for Campus Life offers programs and services that positively enrich your Red Raider experience by focusing on student transitions, connecting you to the University and campus traditions, establishing positive relationships with students and families, and maintaining collaborative partnerships. The Center for Campus Life works to make sure you have the best Red Raider experience possible by giving you the connections and resources needed to succeed.

Services related to the following areas are offered:

- First Year Raider Experience
- Transfer Connection
- Greek Life
- Sophomore Year and Off-Campus Initiatives
- Community Engagement
- Leadership Development
- Texas Tech Spirit & Traditions
- Student Emergency and Crisis
- Study Abroad Student Services
- General Student Services

- **Cross-Cultural Academic Advancement Center**
170 Administration Building 742-8681
www.depts.ttu.edu/diversity/

The Cross-Cultural Academic Advancement Center has been established to promote academic advancement to all students. The Center functions as a multipurpose unit, offering culturally relevant programming that reflects an academic commitment. The staff works with existing programs such as enrollment management, academic departments, and student affairs. Through collaborative efforts the Center seeks to leverage resources to maximize collective effectiveness. The Center focuses on retention activities and referral services. It is accessible to all members of the University community with the initial target being students who are underperforming academically and those from various under-represented groups.

- **Mentor Tech**
40A Administration Building 742-8692
www.mentortech.ttu.edu

The Lauro Cavazos and Ophelia Powell-Malone Mentoring Program (Mentor Tech) is available to first year freshmen, transfer students and graduate students. Through the program, students are matched with faculty and staff members of TTU and TTUHSC who assist them in their academic, cultural and social adjustment. The program's purpose is to enhance students' educational experiences through programs, services, advocacy, and campus and community involvement.

- **The Learning Center**
80 HH 742-3664
www.lc.soar.ttu.edu

The Learning Center is a division of SOAR dedicated to helping students achieve academic success and develop lifelong learning skills. Free tutoring in a variety of subjects is available on a walk-in basis and online. Students can improve academic skills such as time management, studying, test-taking, and note-taking through our Academic Skills Advisements. All services through the Learning Center are free to enrolled students.

■ **Student Counseling Center**
201 Student Wellness Center 742-3674
www.depts.ttu.edu/scc

Licensed psychologists and their supervisees provide professional counseling for the common issues students frequently encounter in their college years – relationship loss, depression, and anxiety among others. Students can receive individual, couples, or group therapy as well as learn stress management techniques in the Mind/Body Lab. The SCC staff also provides educational programming on mental health topics for the campus community, and diversity advocacy programs.

■ **Subject Librarians**
University Library 742-2265
www.library.ttu.edu

The University Library's Subject Librarians will work for you as your personal librarian! They will show you how to use all of the library's vast resources to your advantage. Details about the librarians, their subject areas, and contact information can be found on the website.

■ **Supplemental Instruction (SI)**
80 HH 742-3664
www.si.soar.ttu.edu

Supplemental Instruction (SI) is a division of SOAR, and targets historically difficult courses and offers students regularly scheduled review sessions. SI is offered in BIOL; CHEM; PHYS; and ZOO. Students may check for specific courses by going to our Web site.

■ **University Career Services**
150 South Side, Wiggins Complex 742-2210
www.careerservices.ttu.edu

The Career Center assists students in their career development and offers a variety of online career assessments. Among these are StrengthsQuest, a program that assists students to identify their top strengths to promote career development. The center also offers the Strong Interest Inventory and MBTI online. The Career Center offers help in résumé writing, hosts job fairs, career days, and on-campus interviews with hundreds of employers, and can assist students in identifying internships.

■ **University Student Housing**
Doak Hall 742-2661
www.housing.ttu.edu

Housing and Residence Life supports the University academic mission by providing housing that encourages academic achievement. Convenient housing encourages students to focus on academics as well as assists them in becoming connected to the university community. Housing and Residence Life programs center on student success inside and outside the classroom and offer the following services:

- Ethernet connections
- Learning Communities in Architecture, Fine Arts, Engineering Success, Women in Science and Engineering, Honors, First Year Success, Sophomore Year Experience, Health Sciences, and Business
- Freshman Interest Groups in Visual and Performing Arts, Agriculture, and Business

■ **University Writing Center**
175 English/Philosophy Building 742-2476
<http://english.ttu.edu/uwc01/>

During each 30 minute tutorial, the University Writing Center assists students with any writing assignment, at any stage of the writing process. Working one-on-one with tutors, students can learn specific methods for brainstorming topics, organizing ideas, developing proofreading skills, documenting sources, and more. Students may make an appointment or submit drafts online.

■ **XL0201: Strategies for Learning**
56 Holden Hall 742-3928
www.xl.ttu.edu

XL: Strategies for Learning is a division of SOAR and offers a structured course that provides students with opportunities for personal management and academic skill development. XL focuses on teaching strategies students need in order to become, and stay, academically successful. The course concept is based on Stephen Covey's *The 7 Habits of Highly Effective People*. While using the Habits as a framework, students learn their most effective learning strategy, goal setting and time management skills, test-taking strategies, and reading, writing and note taking skills. Class size is kept small to allow instructors to focus on each student's needs. Sections of XL are offered in ten week and five week increments, with 20 hours of instruction. XL is open to all students at Texas Tech University.

Tutoring Information

- **Chemistry (for pay)**
Chemistry Building Room 104
Phone: 742-3067

Available tutor list can be found in Chemistry office or online at www.depts.ttu.edu/chemistry under "Departmental Links" of "Undergraduate Students" page.

Name/Email	Phone	Fee	CHEM Course(s)
Ms. Deepali Butani Deepali.Butani@ttu.edu	806-392-2181	\$20.00/hour	1301, 1305, 1307, 1308, 2303, 3305, 3306, 3307
Dr. John Marx John.Marx@ttu.edu	806-797-1297	\$16.00/hour	1307, 1308, 2303, 3305, 3306
Mr. Mark Porter	806-777-4045	\$20-25.00/hour	1301, 1305, 1307, 1308

- **Chi Epsilon (free) - Engineering**
Contact 742-3523

- **Electrical Engineering Study Group (free)**
Contact Judy at 742-3533

- **Missouri Club (free)**
Math Building Room 106
Phone: 742-2566
www.math.ttu.edu

Tutoring in lower-level classes on a walk-in basis.

- **The Learning Center (free)**
Holden Hall Room 80
Phone: 742-3664
www.lc.soar.ttu.edu

Free tutoring in a variety of subjects is available on a walk-in basis and online.
Open Monday through Thursday 8 a.m. to 8 p.m. and Friday 8 a.m. to 5 p.m.
Schedules available at the Learning Center or online at www.lc.pass.ttu.edu

- **Physics (for pay)**
Science Room 101
Phone: 742-3767
www.phys.ttu.edu

Approved tutor list posted in Science room 101.
TAs tutor in their offices.

- **Pi Tau Sigma (free)**
Contact: 742-3563

- **TECHniques Center (for pay)**
West Hall Room 242 (2nd Floor)
Phone: 742-1822

Fee based program for students with learning disabilities.
Student Disabilities Services is located in 335 West Hall (third floor)
Available Monday through Friday 8 a.m. to 5 p.m.

- **The University Writing Center (free)**
English/Philosophy Building Room 175
Phone: 742-2476

Available Monday through Friday 9 a.m. to 5 p.m.



College and Departmental Resources

■ Agricultural Sciences and Natural Resources

108 Goddard 742-2808

www.casnr.ttu.edu

The college has the following academic and career resources:

- CASNR Student Services, Goddard Room 108
- Freshman mentoring program – Ag Pals
- Fall Welcome Back Event – Ag Fest
- Scholarships totaling \$1.5 million
- Monthly newsletter
- Career Development Resources
- Congressional Internship Program (with scholarship)
- Early Alert Program
- Students clubs, organizations and competitive teams
- Faculty Advising
- Agri-Techsans – student recruiters
- Ambassadors for Agriculture
- Stangel/Murdough CASNR Learning Community
- Departmental computer labs

■ Architecture

1006 Architecture Building 742-3136

www.arch.ttu.edu

The college provides the following student support areas:

- P2ARC
- Two computer labs
- Print bureau
- Slide library
- Photographic center
- Technical library of construction products, literature, and samples
- Architecture library
- Wood, metal, and model shops

■ Arts and Sciences

102 Holden Hall 742-3831

www.as.ttu.edu

The college, as a whole, provides the following:

- Coordinates with the Advising Center at Texas Tech in support of A&S undeclared majors
- Coordinates college recruiting and retention efforts

Individual departments offer:

- Language Learning Lab, 109 Foreign Languages Building
- Missouri Club – Mathematics tutoring (individual and group), 106 Math Building, 742-2566
- Mathematics Computer Lab, 113 Math Building
- Social Sciences Computer Lab, 105 Holden Hall
- Microcomputer Logic Laboratory, 326 English/Philosophy
- Technical Communication Production Lab, 324 English

■ Education

110 Education Building 742-2377

www.educ.ttu.edu

The college has the following:

- Certification advisors in the certification office, ED 106
- TSTA-SP pre-service and student teacher organization
- Student computer lab
- Student workshops and practice examinations for certifying examinations
- MDS and MSCI Majors
- 3 Student Computer labs
- 17 multimedia classrooms
- 3 ITB distance-learning classrooms
- 3 “Smart” classrooms
- 3 mobile computer labs
- Research Lab, ED 253
- Learning Resource Center, ED 253
- Creative Corner, ED 253
- Sitton-Burkhart Children’s Literature Reading Room, ED 253
- eSTARS, student ambassadors for education
- STEP2, a transition program for students with an AAT degree
- Burkhart Center for Autism and Research
- CISER Center for Science Education and Research
- Sowell Center for Research and Education in Visual Impairment

■ **Engineering**
100 Engineering Center 742-3451
www.coe.ttu.edu

The College of Engineering provides student support programs, services, and activities to promote learning and achievement. Students have access to career and learning styles assessment tools that help them decide on an engineering discipline, as well as career options associated with those disciplines. For more information, visit these Web sites:

- Engineering Opportunity Center (EOC): www.coe.ttu.edu/careers
- Undergraduate Services: www.depts.ttu.edu/coe/academic_programs/ugrad_serv.php

■ **Honors**
103 McClellan Hall 742-1828
www.honr.ttu.edu

The Honors College offers holistic advisement every fall and spring semester for every Honors student and any student taking Honors courses or working with any Honors program. Holistic advisement includes advisement for course selection, international study opportunities, volunteer and service opportunities, competitive scholarships and fellowships, extracurricular activities, and personal assistance. The College also provides:

- Honors First-Year experience for all incoming Honors freshmen
- Honors computer lab and study area
- HON, the Honors student organization
- Undergraduate Research Fellowship program
- Honors Thesis
- Friday Noon Lunch Discussions

■ **Human Sciences**
142 Human Sciences Building 742-3031
www.hs.ttu.edu

The College of Human Sciences offers the following services designed to assist students academically:

- Academic Advising Services: www.hs.ttu.edu/advising
- COHS Career Services: www.hs.ttu.edu/careers
- COHS Information Technology Services: www.hs.ttu.edu/infosystems
- Family Therapy Clinic
- Red to Black Peer Financial Planning Services: www.r2b.ttu.edu

■ **Mass Communications**
113 Mass Communications 742-3385
www.mcom.ttu.edu

The College of Mass Communications emphasizes interactive advising, especially for incoming freshmen. Entering freshmen develop their programs with their academic advisor and report for individual conferences and group meetings to orient themselves to academic regulations and procedures, curricula, and degree requirements. Students also have access to the Mass Communications Computer Lab, Room 15, Mass Communications Building to assist with academic requirements.

■ **Rawls College of Business**
201 Business Administration 742-3171
www.ba.ttu.edu

Student academic support services offered by the College include:

- Undergraduate Services Center: <http://undergrad.ba.ttu.edu>
- Communication Skills Center: <http://comskillscenter.ba.ttu.edu/>
- Career Management Center: www.rawlscmc.ba.ttu.edu
- Business Academic Computing Services: <http://bacs.ba.ttu.edu/>

■ **Visual and Performing Arts**
218 Administration Building 742-0700
www.vpa.ttu.edu

All of the units within CVPA have active student organizations that support and complement the academic and creative mission of the College and the University. The Wall/Gates residence complex houses the Fine Arts Living/Learning Community. The college offers academic advisement in all our schools and departments, scholarship opportunities, and youth and outreach programs that enhance the overall educational experience. More information is available on our Web site.

Restricted Academic Resources

- **Student Disability Services (SDS)**
335 West Hall 742-2405
www.studentaffairs.ttu.edu/sds

SDS promotes a supportive learning community for students with documented disabilities by providing reasonable academic accommodations.

Such accommodations may include:

- Sign language interpreters
- Books on tape
- Academic accommodation
- Auxiliary aids

In addition, Student Disabilities Services enhances student learning and development through the TECHniques program – a fee based program that provides more individualized support. Students receive one-on-one tutoring, academic counseling, and monitor reports. TECHniques is located in 242 West Hall, 742-1822. For more information, go to www.techniques.ttu.edu

- **Athletic Academic/Student Services**
Marsha Sharp Center 742-0150
<http://texastech.cstv.com/academics/mscfsa.html>

These services are restricted to student-athletes and include:

- Academic Services Unit for student-athletes
- NCAA Champs/Life-Skills program
- IS1200 – a course geared for incoming student-athletes and their integration into college life
- Tutoring/Mentoring
- Computer Lab
- Comprehensive academic advising and compliance

- **Testing Accommodations**
214 West Hall 742-3671

Reserved for students with disabilities, this program is a division of Academic Testing Services and provides facilities and assistance for students taking tests outside of the classroom. Allowable accommodations are determined by Student Disability Services and may include extended time, a quiet testing location, and the use of readers, scribes, and assistive technology.

