Academic Policies and Resources Handbook for ED.D. in Higher Education and M.S.ED. in Higher Education and Student Affairs

Higher Education and Student Affairs Program Department of Counseling and Higher Education
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I. Introduction

This Academic Policies and Resources Manual is intended for current students enrolled in the Ed.D. for Higher Education or M.S.Ed. for Higher Education and Student Affairs. The handbook provides important information regarding department-specific policies and expectations. Please refer to the NIU Website for information about additional resources and institutional policies (https://www.niu.edu/).

Introduction to the Department of Counseling and Higher Education

The Department of Counseling and Higher Education consists of three programs: Counseling, Higher Education, and Social Change Leadership. The department offers the four graduate degrees:

- Ph.D. in Counselor Education and Supervision
- M.S.Ed. in Counseling with specializations in Clinical Mental Health Counseling and School Counseling
- Ed.D. in Higher Education with specializations in Administration, College Teaching, and Community College Leadership
- M.S.Ed. in Higher Education and Student Affairs

The department also offers two undergraduate degrees:

- Minor in Counseling
- Minor in Social Change Leadership

Contact Information:

Website: https://www.cedu.niu.edu/cahe/index.shtml
Office: Gabel Hall 200
Phone: (815)753-1448
E-mail: cahe@niu.edu
Facebook: https://www.facebook.com/niucahe/

CAHE Mission Statement:

The Department of Counseling and Higher Education's (CAHE) mission is to promote high standards of professional education in an environment attentive to the needs of students, faculty, and the broader society it serves.

CAHE is committed to the best practices in the preparation and continuing education of professionals in the fields of counseling, adult education, and higher education, while advancing scholarly activity; supporting individual and collaborative efforts in institutional and non-institutional settings; and advancing diversity and equity in teaching, research and services.
II. Higher Education Degrees and Degree Requirements

The Higher Education Master’s and Doctoral program are based on the Council for the Advancement of Standards in Higher Education’s (CAS) standards for graduate preparation programs as well as the ACPA and NASPA’s Professional Competency Areas for Student Affairs professionals (available on the ACPA and NASPA Websites).

Program Formats

The program sponsors degrees in M.S.Ed. in Higher Education and Student Affairs and Ed.D. in Higher Education with specializations in Higher Education Administration, College Teaching, and Community College Leadership.

The M.S.Ed. is a cohort-based program and coursework is delivered in-person at the NIU main campus in DeKalb.

The Ed.D. program provides two cohort-based programs that are delivered in two different modalities:

- The Ed.D. with specializations in Higher Education Administration and College Teaching courses are delivered in 8-week, hybrid in-person and online formats. Courses meet twice in-person on Saturdays at the NIU Naperville Campus.
- The Ed. D. with a specialization in Community College Leadership is designed to be an online program with a one-week intensive session during the summers. Courses during the fall and spring semester are delivered fully online in 8-week sequenced blocks. Summer courses are delivered in a hybrid format that includes a one-week intensive session at the NIU Naperville campus that is bookended by online learning.

Degree Requirements

Students should refer to the academic catalog for the year they entered the program for degree requirements. Students can access catalogs here: http://catalog.niu.edu/index.php. Please note, you will need to select graduate catalog and the year you started the program for the degree requirements. Course substitutions to degree requirements need to be approved by the academic counselor, program faculty, and/or department chair.

General Program Information

M.S.Ed. in Higher Education and Student Affairs

This 36-semester-hour program offers theoretical and methodological bases for professional development, while providing comprehensive scholarly, paraprofessional education for persons seeking variety of administrative positions within postsecondary institutions. The program provides opportunities for individualization to take into account the student’s goals and needs and usually includes a faculty-supervised internship in programming, college student development, and/or evaluating.
Learning Outcomes
Students will:

- Examine different organizations, contexts, and/or leadership in higher education and student affairs.
- Apply college student development and/or learning theories in higher education and student affairs practice settings.
- Utilize theory-to-practice models in higher education and student affairs settings.
- Apply principles of assessment and evaluation to the practice of higher education and student affairs.
- Engage in professional praxis that promotes inclusion, equity and social justice.

Comprehensive Examination: E-Portfolio
Students fulfill the comprehensive examination by successfully completing a comprehensive writing assignment, the e-portfolio, while enrolled in HESA 598: Capstone in Higher Education and Student Affairs.

In their e-portfolio, students share artifacts related to each of the program’s learning outcomes and reflect on how they have accomplished the program’s learning outcomes. E-portfolios are graded by multiple faculty members. E-portfolios are graded pass/fail; a grade of 70% or higher is considered a passing grade.

Thesis Option
While a thesis is not required for the Master’s in Higher Education and Student Affairs, students have the option to elect completing a thesis. Instead of taking HESA 598, students complete 6 semester hours of HESA 699, Master’s Thesis. Students must identify a faculty member willing to serve as the chair of their thesis. Students interested in the thesis option should contact the Program Coordinator for more information.

Ed.D. in Higher Education
The Ed.D. program in higher education provides a sequenced program with course work in areas of instruction, educational policy, administration, and research to prepare both generalists and specialists in the field. Doctoral students in higher education prepare for leadership and teaching roles in a variety of higher education contexts including student affairs, academic affairs, community colleges, and other areas of higher education administration.

The Ed.D. program in higher education requires a minimum of 54 semester hours beyond the master’s degree. Students are required to take 21 semester hours of common requirements, 21 semester hours in their specialization, and 12 semester hours of dissertation.

College Teaching Specialization
Designed to prepare professionals relative to the role of faculty in various postsecondary institutional contexts. Courses focus on learning theories for various student populations, pedagogical practices and assessment practices in student learning.
Higher Education Administration Specialization
Designed to meet the needs of individuals seeking leadership or administrative advancement. Courses focus on educational policy, administration and student affairs.

Community College Leadership Specialization
Designed to prepare higher education professionals to advance in a variety of administrative positions within the community college environment. This online degree emphasizes applied practice and action-based research, giving midcareer professionals the edge to move ahead.

Examinations
Students’ dissertation proposal defense serves as their candidacy examination. After successfully passing their dissertation proposal defense, students are admitted to candidacy. A final oral examination related to the dissertation is required. For more information about the dissertation process, please see the Academic Policies section of this manual.

HESA 799 – Doctoral Research and Dissertation (12 hrs)
When students complete course work and start enrolling in dissertation credits, they must remain continuously enrolled and take a minimum of 3 semester hours of dissertation hours (HESA 799) per semester (fall and spring) to continue enrollment in the Ed.D. program. For more information about the dissertation process, please see the Academic Policies section of this manual.

Certificates of Graduate Study
The Higher Education program offers two Certificates of Graduate Study: Higher Education Administration and College Teaching. The program has temporarily paused admissions to both certificate programs.
Academic Policies

Admissions Decisions
Admissions decisions for the Master’s and Ed.D. program are made by a faculty committee. Committee members review applications to determine academic preparedness, prior work experience, and fit of candidates for our programs.

Due to limited space in all of our programs, applicants may be placed on a waiting list. If admitted students decline and spots open up, students on the waiting list will be offered a spot in the program on a rolling basis.

Students may defer their admission for up to one year. After one year, students need to reapply.

Credit Hour Requirement and Course Sequences
Master’s Program
The M.S.Ed. in higher education and student affairs requires a minimum of 36 semester hours. Students are required to take 24 semester hours of the common core, 3 semester hours of internship, and 9 semester hours of electives. Focus areas will be developed in consultation with and approved by their adviser.

Several Master’s courses have to be taken in a certain sequence, as materials from one course build on materials from previous courses:

- HESA 522 – College Student Development Theory is a pre-requisite for HESA 562 – Helping Skills for Student Affairs Professionals
- HESA 572 – Assessment Methods in Higher Education is a pre-requisite for HESA 573 – Applied Assessment Methods in Higher Education

In no case will a master’s degree student be allowed to register for HESA 598, Capstone in Higher Education and Student Affairs, or HESA 699, Master’s Thesis, without having completed 27 semester hours of course work in a master’s level program approved by the higher education and student affairs adviser.

Ed.D. Programs
Students at NIU are required to complete a minimum of 72 hours for a doctoral degree; these 72 credit hours are a combination of required doctoral courses and transferred-in Master’s credits. Specifically, the Ed.D. programs in higher education require a minimum of 54 semester hours beyond the master’s degree. Students are required to take 21 semester hours of common requirements, 21 semester hours in their specialization, and 12 semester hours of dissertation.

Transfer Credits
To transfer credits, complete the following form on the Graduate School Website: http://www.niu.edu/its/asp2/OnBaseForms/gradschool/ReGrTransfer.aspx
You can transfer up to 30 hours of your Master’s degree. To request having all 30 hours transferred, complete the form above with the following information:

- Name of Institution: Name of college/university student attended
- Course number: UNIV9999
- Course title: Transfer Master’s degree
- Credit hours: 30
- Grade: CR
- Semester taken: (First semester they started master degree)
- Year taken: (First year they started master degree)

Once you have submitted the Transfer Credit Approval form, meet with your faculty advisor to make sure the credits were transferred and correctly applied to your graduation requirements.

**Grades and Grade Requirements**

Most courses in our Master’s and Ed.D. programs are graded using letter grades, though some courses are graded as satisfactory/unsatisfactory (S/U).

<table>
<thead>
<tr>
<th>Grades Earning Graduate Credit</th>
<th>Level of Performance</th>
<th>Grade Points Per Semester Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Superior</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td></td>
<td>3.67</td>
</tr>
<tr>
<td>B+</td>
<td>Satisfactory</td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td>Marginal</td>
<td>2.67</td>
</tr>
<tr>
<td>C+</td>
<td></td>
<td>2.33</td>
</tr>
<tr>
<td>C</td>
<td></td>
<td>2.00</td>
</tr>
<tr>
<td>S</td>
<td>Satisfactory for courses graded S/U (indicates that a student has performed at a level equivalent to at least a B)</td>
<td>Not included in GPA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grades Not Earning Graduate Credit</th>
<th>Level of Performance</th>
<th>Grade Points Per Semester Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-</td>
<td>Deficient</td>
<td>1.67</td>
</tr>
<tr>
<td>D</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>F</td>
<td>Seriously deficient</td>
<td>0.00</td>
</tr>
<tr>
<td>U</td>
<td>Unsatisfactory for courses graded S/U (indicates that a student has performed at a level equivalent to a B- or lower)</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**Earning Credit**

Graduate credit is given only for those courses in which a grade of S, or C or better, is earned.
GPA
The GPA is computed on a cumulative basis, by dividing the total number of grade points by the total number of credit hours that a student has taken in courses earning grade points. The GPA includes any course work taken at NIU for which a student earned graduate credit, but not graduate work taken at other institutions that is accepted toward meeting the requirements of an NIU graduate degree or certificate. Courses in which a student has received I, NR, O, S, WF, or WP are not included in this computation.

Good Academic Standing, Academic Probation, and Academic Dismissal
To remain in good academic standing, a graduate student must maintain a minimum GPA of 3.00 in all graduate courses taken within the students’ graduate program as well as all graduate courses taken.

Following any academic term at the end of which the cumulative graduate GPA falls below 3.00, the student will be considered on academic probation. A student on academic probation who fails to bring the GPA to the required level of 3.00 upon the completion of an additional 9 semester hours of graduate work, excluding S/U course work but including course work for which a grade of I has been recorded, or upon enrollment in any course work in 3 subsequent terms, will be academically dismissed from the Graduate School. A student on probation who has registered for but not completed 9 or more such additional semester hours, or has enrolled in three terms following the term for which the student was placed on probation, will not be permitted further registration until all grades of I have been removed and the student has achieved good academic standing.

A graduate-level student who has accumulated 6 or more semester hours of grades of C-, D, F, U, or WF in graduate course work at NIU will be academically dismissed from the Graduate School, regardless of the student’s GPA. If a course is repeated, whether under the special repeat option or otherwise, the grades in both attempts will be considered in determining whether this 6-semester-hour total has been reached.

Incompletes
We rarely give Incompletes in our program unless in special circumstances. Due to the structure of our cohort programs, students, who fall behind in one course, tend to struggle to keep up with other classes, thus falling further behind. However, we recognize that there are circumstances in which a student may need to request an incomplete for a course.

Students may request an incomplete for a course if they have:
- Completed at least 60% of course requirements and assignments,
- Had a passing grade in the course at time of request, and
- Have extenuating circumstance that prevent a student from completing the course requirements.

Request need to be made to the individual faculty member before the last day of the course. It is up to the discretion of the faculty member if they approve the request or not.
If a faculty member approves an incomplete for a student, the student and faculty member needs to complete the CAHE incomplete form. Signed copies of the form (physical signature or electronic confirmation of receipt) are shared with the faculty member, the student, and the department office. The form outlines the work to be completed, the deadline for completion of the work, and the grade that will be awarded if the student fails meet the deadline. In no case may the deadline be later than 120 days after the last day of final examinations during the term for which the incomplete is assigned.

If the instructor does not change the incomplete within the period allowed for resolution, the incomplete (I) will be converted to an F or to the stipulated reversion grade. If no reversion grade is recorded, a grade of F will be awarded at the conclusion of 120 days. A student may not graduate with a transcript entry of “I” on their record.

Grade Appeals
The Office of the Ombudsperson outlines the following steps for the grade appeal process.

1. **Speak to Your Instructor.** You're required to speak to your instructor before taking any other steps. Talk with them about your concerns and ask questions to clarify the situation surrounding your grade. It's best to meet with them in person during their office hours or by appointment. However, you can also contact them by phone or email, depending on availability. If you can't reach your instructor within a reasonable amount of time, move on to step two.
2. **Speak to the Department Chair.** If you have concerns about your grade that weren't answered by your instructor, you must speak with the department chair. Tell them your concerns and ask questions to clarify the situation surrounding your grade. You can meet with them in person or contact them by phone or email, depending on availability.
3. **File a Formal Appeal.** If steps one and two don't resolve your concerns, write a formal appeal. Follow the grade appeal template ([https://www.niu.edu/ombuds/_pdf/grade-appeal-letter-guide.pdf](https://www.niu.edu/ombuds/_pdf/grade-appeal-letter-guide.pdf)). Direct it to the department chair. You must file your appeal within the first four weeks of the next semester.
   - If your grade is from fall semester, you must file before the end of the fourth week of spring semester.
   - If your grade is from spring semester or summer session, you must file before the end of the fourth week of fall semester.

Your appeal must explain how your situation fits one or more of the definitions of "capricious grading":
- The assignment of a grade on some basis other than performance in the course.
- The assignment of a grade by more exacting or demanding standards than were applied to other students in that same course section.
- The assignment of a grade by substantial departure from the written criteria distributed during the first four weeks of class.

Your appeal should include:
• A detailed description of how your situation fits the definition of capricious grading.
• An explanation of the circumstances surrounding your appeal.
• Documents, emails or other supporting materials that explain your case and an explanation of their relevance (optional).
• A request to meet with the review board (recommended).

Have someone review your letter before you submit it. This could be the Office of the Ombudsperson, the University Writing Center or someone else you trust.

4. **After You File.** The department chair will form a grade appeal review board - two faculty and one student from the department (not necessarily from the program). You can have a member of the grade appeal review board panel removed if you feel there's a conflict of interest in their serving on your appeal. After you file your appeal, the review board should meet within about two weeks. The appeal might be delayed if you file over a break, or when students and faculty generally aren't on campus.

Information about the grade appeal process can also be found at: https://www.niu.edu/policies/policy-documents/procedures-for-appealing-allegedly-capricious-course-grades-of-graduate-level-students.shtml

**Transferring Credit Hours**
While in general discouraged, students, who have completed course work at another institution toward their desired degree, may be able to transfer some of their credit hours. Students will need to submit the syllabi for each of the courses they want to transfer to their academic advisor. Program faculty will evaluate whether the course maps onto degree requirements and/or onto the learning outcomes of the course that is being substituted.

No more than 6 credit hours can be transferred in for our Master’s program. We don’t approve transfer credits for our Ed.D. programs outside of the 30-hours of Master’s level work that can be applied to the Ed.D. program except under extraordinary circumstances. For more information, contact the Academic Counselor.

Per graduate school policy, a grade of B or better must have been earned in each graduate course accepted in transfer toward meeting NIU graduate degree requirements.

**Course Load**
Per Graduate School policy, a full-time load for a graduate student in a fall or spring semester is 9 or more semester hours and in a summer term is 6 or more semester hours. A graduate-level student’s course load includes all courses for which the student is registered. A course from which the student has officially withdrawn is no longer part of that student’s course load. Audited hours do not count in the calculation of total course load for any external official purpose.
Per HESA department policy, recommended enrollment for full-time students is 9 semester hours in fall or spring or 6 semester hours in summer. Recommended enrollment for part-time students who work full-time is 6 semester hours in fall or spring or 3 semester hours in summer. As many of our students hold graduate assistantship, work part- or full-time, or hold time-consuming leadership positions, our program highly discourages students from enrolling in more than the established recommended course loads. Enrollment in more than the established recommended courses load may be granted in unusual circumstances on a case-by-case basis or when a student is planning to enroll in courses with staggered start and end dates so that the student is not actively engaged in excessive hours simultaneously. A request to enroll in more than the recommended load has to be approved by the Academic Counselor for Master’s students and a faculty committee chaired by the Program Coordinator for doctoral students.

A student who is enrolled in more than the recommended course load may be dropped administratively from a course. Administrative drops will occur prior to the Add/Drop deadline.

Adding/Dropping Courses

All schedule-change deadlines are noted on MyNIU or on the Graduate School website. If a student wants to add or withdraw from a class and it is past the add/drop deadline then they will need to send a request to the main office at CAHE@niu.edu. It is recommended to submit this request a few days prior to the schedule change deadline to allow for enough time to process request. It is also a good idea to tell your instructor when you plan to withdrawal or to get their permission ahead of being added to the class. Instructors will have to provide approval for any adds or withdrawals.

After the drop deadline, a period is specified during which the student may withdraw from the course with the course remaining on the student’s record with a grade. A student who withdraws from all courses in which he or she enrolled in a given term is considered to have withdrawn from the university for that term. For each graduate course in which a student is doing passing work (C or better in a graduate course) at the time of withdrawal, as assessed by the instructor, a WP will be received; for any course in which the instructor determines that the student is not doing passing work, a WF will be assigned. Transcript entries of WP and WF are not included in the computation of the graduate GPA. Transcript entries made in connection with withdrawals from undergraduate courses will be W or F in accordance with the undergraduate grading system; the withdrawal procedures and deadlines, however, will be those applicable to graduate-level students and courses.

Students who fail to withdraw from a course or from the university in accordance with established procedure and by the established withdrawal deadlines, will receive an F in any affected course(s). If withdrawal is accomplished early enough in the term, there may be reduced liability for tuition and fees under the university’s refund policies. Later withdrawal may leave the student wholly liable for tuition and fees.

Continuous Enrollment, Limitations on Time, and Leave of Absences

Continuous Enrollment and Limitation on Time for Master’s Students

Master’s students are expected to stay continuously enrolled (not including summer terms). Per graduate school policy, a degree-seeking student who does not register for course work in a 12-
month period must submit a reentry application and obtain permission from the program to reenter.

Master’s students must fulfill all requirements for a degree within the six consecutive years immediately preceding the date of the student’s graduation from that degree program. This time limit applies to enrollment in all graduate course work used to satisfy degree requirements including work for which transfer credit is allowed.

If an NIU course taken to complete the requirements for the Master’s degree does not fall within the six-year period, the student must either demonstrate competency in the course material to revalidate the course or retake the course for credit. For information on that process, contact the Academic Counselor.

**Continuous Enrollment and Limitation on Time for Doctoral Students**

Doctoral students are expected to stay continuously enrolled. Our program is a cohort program requiring course work to be taken in fall, spring, and summer (pre-dissertation stage). Due to the sequenced structure of our program, missing an academic term may lead to extended time to graduation. Per graduate school policy, a degree-seeking student who does not register for course work in a 12-month period must submit a reentry application and obtain permission from the program to reenter.

The student must fulfill all requirements for a doctoral degree within nine consecutive years immediately preceding the date of the student’s graduation from that degree program.

The time limit applies to enrollment in all graduate course work applicable to the doctoral degree, excluding deficiency courses and hours waived because a student holds a relevant master’s degree, but including work for which transfer credit is allowed. If any such NIU course does not fall within the time limit defined above, the student must either demonstrate competency in the course material to revalidate the course or retake the course to satisfaction degree requirements. Transfer courses falling outside the limitation of time cannot satisfy degree hour requirements. For information on that process, contact the Academic Counselor.

**Continuous Enrollment for Doctoral Students in the Dissertation Stage**

Once a student has begun work on dissertation by enrolling in HESA 799, it is expected that such work progress each academic term and enrollment must be continuously maintained until a final grade is received for the activity (e.g., successful completion of the dissertation) and formally approved by the Graduate School. (Exception is if a student takes a formal leave of absence). A minimum of 12 credit hours of HESA 799 are required for degree completion. Each term (Fall and Spring) students are required to enroll in a minimum of 3 credit hours of HESA 799 except for the semester they graduate in which they can enroll for 1 credit hour. If a student fails to enroll for HESA 799 for a 12-month period, and a leave of absence is not granted, the student will be dismissed from the program. If the student wishes to continue in the program, they need to apply for re-entry.

Students typically complete the dissertation in 2-5 terms. Students have up to 9 years to complete their doctoral degree requirements. If course work is completed in adherence with our cohort models, course work will be completed in the first two+ years (7 terms). Students then have up to 5 years to complete the dissertation or admissions to the program may be revoked.
Time Away and Leave of Absence

If a Master’s students or doctoral student, who has not yet started the dissertation stage and started enrollment in HESA 799, needs to take time away from the program due to extenuating circumstances, the student should submit a request to the Program Coordinator. The request should include the semester the student started the program, the degree program the student is enrolled in, the semester the student wants to start the time away, the semester the student hopes to re-enroll, and the reason for needing to take time away. Students may request time away for up to 3 consecutive terms (Fall, Spring, Summer). Time away does not exempt the student from the Limitation on Time policy (see above). Per graduate school policy, a degree-seeking student who does not register for course work in a 12-month period must submit a reentry application and obtain permission from the program to reenter.

If a doctoral student who has enrolled in HESA 799 needs to take a leave of absence, the student should meet with their dissertation chair to discuss their need to take a leave of absence. After the conversation, the student should submit the leave of absence form available on the Graduate School Website: https://www.niu.edu/its/asp2/OnBaseForms/gradschool/RcGrLeave.aspx. Students may request a leave of absence for up to six terms. A leave does not exempt the student from the Limitation on Time policy.

Taking Courses Out of Sequence

Our Ed.D. programs are cohort-based programs. If a student needs to take courses out of sequence (for example, if the student transfers in certain credits; if the student withdraws from or fails a course; if the student takes a leave of absence), the student needs to meet with either the Academic Counselor or Program Coordinator to complete a Plan of Study form. Because courses are not offered every semester, it will likely take the student additional semesters to complete the degree; the Plan of Study form will allow the Academic Counselor/Program Coordinator and the student to figure out the best path to graduation. The Plan of Study serves as an informal contract between program faculty/staff and the student indicating what requirements the student needs to fulfill – and in which sequence – in order to graduate.

Reentry

If a student has failed to stay continuously enrolled and/or to secure appropriate approval for time away or a leave of absence for three or more semesters, the students’ admission to the program will be revoked by the university.

Students who have been unenrolled for five or more years are not eligible to re-enter the program; students ineligible for re-entry are encouraged to apply to the program as a new applicant.

Re-entry applications are only processed during the academic year and need to be submitted by the following due dates:

- Re-entry applications for the Fall semester need to be submitted no later than April 1.
- Re-entry applications for the Spring semester need to be submitted no later than November 1.
If a student is eligible for re-entry (has not been unenrolled for five or more years) and would like to reenter the program, the student needs to:

1. Complete the Reentry Form from the Graduate School (https://www.grad.niu.edu/grad/_pdf/reentry-request-form.pdf)

2. Prepare a statement outlining the following:
   - Why the student stopped out,
   - Why the student wants to return,
   - How the students’ completed course work aligns with the current catalogue year (please note that re-entry students are required to complete all degree requirements of the catalogue year when they re-enter the program; students should list current degree requirements, specify which ones they have completed, the specific course used to complete the requirement and the semester and year when the course was taken)
   - What steps the students will take to be successful in completing the degree, and
   - A timeline for completion of the program.
   - Doctoral student in or near the dissertation stage also need to include: name of the dissertation chair; if the student has not yet secured a dissertation chair, the student should include detailed information on their dissertation topic and methodology, progress made toward the dissertation as well as plans for completing the dissertation

These items need to be submitted to the Program Coordinator for consideration. A faculty committee will make a decision on reentry based on students’ previous academic record, students’ preparedness for reentering the program, and space in the program. The Program Coordinator will share faculty committee decisions with the student via e-mail and, if the student is re-admitted to the program, submit the Reentry Form to the Graduate School.

**Academic Policies related to Internships for Master’s Students**

An internship experience is an important component of a comprehensive preparation program for individuals entering the field of higher education and student affairs. Internship experiences provide students with valuable work experience as they explore potential career choices. The CAS Professional Standards for Higher Education (2009) outlines the needs for Masters-level students to participate in supervised practice (i.e., practicums).

**General Guidelines for Internships**

- It is the responsibility of the student to secure an appropriate internship site that is in the field of higher education and student affairs and meets the 120 hours of field experience.
- Internships can be completed during fall, spring, or summer terms.
- Graduate assistantships or full-time employment cannot be used for the 120 hours of field experience.
Under extenuating circumstances, an internship requirement may be waived for students working full-time in the field of higher education and student affairs with approval of the Academic Counselor. Internships are essential for preparing students to enter the field of higher education and student affairs or advance their career; they provide an opportunity to gain new experiences and explore different functional areas within the field. Thus, our program highly encourages students to complete an internship. If a student has concerns about finding the time for an internship in addition to their full-time position, they should first contact the Academic Counselor to discuss their options. If, in consultation with the Academic Counselor, it is determined that it may be in the best interest of the student to waive the internship requirement, the student should complete the Internship Requirement Waiver Form and submit it to the Academic Counselor. Internship waivers will be approved by the Academic Counselor in consultation with the program coordinator and/or faculty.

After preliminary discussions with your NIU Academic Counselor and Internship Supervisor, students should complete the Internship Approval Form prior to the start of the internship. Students will create learning objectives for their internship, in collaboration with their internship supervisor and NIU HESA 586/786 instructor.

It is the responsibility of the students’ internship supervisor to guide students in achieving these objectives, to provide a context for significant learning, and to act as professional mentor. It is the student’s responsibility to arrange meetings with the internship supervisor and internship course instructor (as needed), complete course assignments, and request internship evaluations.

**Internship Supervisor**

Internship Supervisors must have a higher education, counseling or related master’s degree and at least two years of professional experience.

**Internship Course**

While completing their internship experience, students need to enroll in HESA 586/786. This course is designed to afford students the opportunity to participate in an internship experience that is facilitated and supervised by both professional and faculty members. This internship course is designed to provide students with tools and opportunities to integrate in- and out-of-class learning through online and face-to-face discussions and course work.

**Time Commitment**

The time commitment in the internship may vary according to the nature of the assignment/project but must meet a minimum requirement of 40 contact hours per credit hour earned. Students need a total of 120 contact hours to receive 3 credits for their internship course. Ten hours will be met through assignments and participation in the course, HESA 586/786. Therefore, students need to fulfill a minimum of 110 hours in their internship experience. Students and on-site supervisors should mutually agree upon the hours to be worked per week to accomplish the learning objectives of the placement.
Academic Policies related to Doctoral Dissertations
The dissertation will be a substantial contribution to knowledge in which the student exhibits original scholarship and the ability to conduct independent research. Its subject must be in the area of the student's major and be approved by the student's dissertation director and, ultimately, by the dissertation committee.

- Dissertation requirements can be found in the Graduate Catalog. Be sure to read the sections entitled Dissertation Requirements, Oral Defense of Dissertation, and Composition of Examination and Thesis Committees.
- The Thesis and Dissertation Office provides additional resources including calendars, IRB requirements and examples.

Eligibility to Enter the Dissertation Stage
Students need to have successfully completed all coursework prior to entering the dissertation stage and enrolling in HESA 799. Students who are taking courses out of sequence may have to wait to enter the dissertation stage until they have been able to make up any missing coursework.

Dissertation Time Commitment
Generally, with regular progress, and steady work you should plan on completing your dissertation within two to five semester terms. This process however is very individualized and, depending on your topic and research processes, it may take you more or less time.

Progress
Students are expected to make significant progress toward the dissertation each term. Students are expected to provide reports of progress at least twice a semester to their dissertation chair. The reports students provide will help track students’ progress towards degree completion. These reports coupled with submitted work will be used to assess if a student is making sufficient progress toward degree completion.

HESA 799 Grading
Students will receive a grade of Unsatisfactory, In Progress, or Satisfactory. A grade of Satisfactory is only given upon successful completion of dissertation and oral defense. Prior to that semester, students will receive either a grade of Unsatisfactory (U) or In Progress (IP). Per graduate school policy, a graduate-level student who has accumulated 6 or more semester hours of grades of C-, D, F, U, or WF in graduate course work at NIU will be academically dismissed from the Graduate School.

Required Hours
12 hours minimum of dissertation hours (HESA 799) need to be taken. When students pass their required exams and are eligible for the dissertation, they must remain continuously enrolled and take a minimum of 3 credit hours of dissertation hours per semester (Fall and Spring).
Role and Responsibilities of the Dissertation Supervisor

- Guide the student in focusing the study and in revising the dissertation outline to ensure feasibility of work
- Advise the student on relevant literature and methodology. Where relevant, advise on ethical and safety implications of the work
- Grade progress against an agreed plan and timetable for the dissertation study
- Read and provide constructive suggestions on draft chapters, so the student can incorporate feedback into subsequent writing
- Ensure that their students are fully aware of their being away for any extended periods such as in annual leave during the summer, and make back-up supervisory arrangements at crucial times, such as when draft chapters are being written or submitted.

Please note: Dissertation chairs will need A MINIMUM of TWO WEEKS, perhaps longer depending on the length of your draft and time of semester to review and return edits on your drafts. Additionally, draft submitted within one week of the end of the semester or during break times may not be reviewed until the beginning of the next semester when faculty are back on contracts. Please plan accordingly.

Role and Responsibilities of the Student

Students are responsible for meeting with your supervisor regularly and to hand in material at the agreed times:

- Responsibility for the academic quality of the dissertation is ultimately yours alone
- You must observe the importance of acknowledging the work of others and avoid plagiarism. It is your responsibility to ensure that the work is entirely your own and that all services used are correctly cited and referenced.
- It is essential that draft chapters are submitted to your supervisor in enough time for him/her to provide feedback and for you to then revise your plans and research work accordingly.
- Students are responsible to attend to supervisor’s feedback in full. If feedback is not attended to, your supervisor may return the draft to be revised.
- Formatting and editing are the responsibility of the student. Students should consider hiring an outside editor to work with them if they find they need additional support.
- It is expected that you will arrange meetings/discussions with your supervisor, but the frequency of these meetings depends on the project progresses. Students should make all attempts to schedule meetings with supervisors or committee members during regular business hours.
- Students are responsible for making sure contact information (home address, phone number) up to date and that students are checking their NIU email account regularly. Students can forward their NIU email to another email address. However, the program will only communicate with students via their official NIU email address.
- If your dissertation research faces obstacles or setbacks, it is vital that you identify and discuss them as soon as possible so that appropriate courses of action can be taken.
Candidacy Examination/Dissertation Proposal Defense

Students candidacy examination, which is a successful defense of a dissertation proposal, must be completed within two semesters of completion of coursework. Students will be enrolled in HESA 799 while working on their proposal. If a student has not successfully defended their dissertation proposal after two semesters, the student will receive a U (Unsatisfactory) for failure to make sufficient progress toward completion. Per graduate school policy, a graduate-level student who has accumulated 6 or more semester hours of grades of C-, D, F, U, or WF in graduate course work at NIU will be academically dismissed from the Graduate School, regardless of the student’s GPA.

Dissertation Committee Membership

As students near the end of course work, faculty will ask students about their intended topic and methodology for their dissertation. Based on this information, a dissertation chair will be assigned to each student prior to the student enrolling in HESA 721, the course focused on developing a dissertation proposal. Students are responsible for securing their committee members, in consultation with their dissertation chair. Dissertation chairs will guide students in completing any required paperwork to get their committee approved.

Per the Graduate Catalog, “At any time, a faculty member may decline to serve as director or as a committee member of any particular dissertation project. With the consent of the department, college, and Graduate School, a student may propose to alter the composition of a dissertation committee, provided that faculty proposed to be removed from and added to the committee expressly consent to the change. If a student wishes to remove a faculty member from a doctoral committee, and the faculty member does not consent to be removed, the student may appeal to the dean of the Graduate School. The dean will make a decision with input from the student, the faculty members involved, the department chair, the committee chair, and the director of graduate studies; the decision of the dean will be final.”

Composition of Committees

All members of the committee must hold the status of full, senior, or provisional member of the graduate faculty or serve as graduate faculty scholars at Northern Illinois University. With regard to the voting members of committee:

- A majority must be tenured or tenure-track faculty members at Northern Illinois University.
- At least one-half of the members must be senior members of the graduate faculty at Northern Illinois University.
- All members must belong to the graduate faculty in the student’s program or a closely related one as determined by the department chair (or designee).
III. Assistantships, Fellowships, and Financial Aid

Graduate Assistantships

Graduate Assistantship opportunities are offered to graduate students in both academic and nonacademic departments. These employment opportunities provide the student with the chance to gain experience in their field and offset the cost of education. All graduate assistants receive a salary and tuition waiver.

Information about Graduate Assistantships and available positions can be found on the Human Resources Services Website at https://www.niu.edu/hrs/audiences/students/ga.shtml

Enrollment Requirements for Graduate Assistants

In accordance with the Regulations of the Board of Trustees and the Academic Policies and Procedures, the following eligibility requirements must be met for a student to be employed as a Graduate Assistant:

A student may be hired as a graduate assistant if:

- The student is admitted by the Graduate School to a degree-granting program on a regular or conditional basis
- The student must be in good academic standing
- The student must be enrolled in 9 semester hours of course work for the fall and spring no later than the close of business on the first day of classes. The student must be enrolled in 6 semester hours of course work for the summer no later than the close of business on the first day of classes. However, assistants who held an appointment in a spring semester and who remain degree-seeking students are not required to enroll in the following summer term in order to maintain their assistantship, though they must submit an underload petition.
- Reduction of up to 3 semester hours in the expected course load requires the graduate assistant to consult with his/her degree program advisor and adhere to program policy on enrollment. Failure to adhere to program policy on enrollment may result in termination of the graduate assistant and/or dismissal from the program. The HESA program does allow students to reduce their course load by 3 semester hours.
- Reduction of more than 3 semester hours in the course load must be approved in advance, in writing (via the online underload petition) by the assistant's major department chair and the Graduate School. If a HESA student needs to request an underload they should make that request to their academic counselor.

Tuition Waivers, Fees, and Student Health Insurance

During the period of their appointment, full-, three-quarter- and half-time graduate assistants receive a waiver of the portion of their tuition that is calculated as the instructional charge. The instructional charge will be calculated for the upcoming fiscal year after the Board of Trustees establishes tuition rates. Graduate assistants are responsible for all other charges associated with tuition. If an assistantship does not extend over an entire academic term, the student is liable for the payment of
in-state or out-of-state tuition, depending upon his or her residency, for the remainder of the term according to the following schedule:

<table>
<thead>
<tr>
<th>Weeks of Appointment</th>
<th>Percentage of Waiver</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-4</td>
<td>25%</td>
</tr>
<tr>
<td>5-11</td>
<td>50%</td>
</tr>
<tr>
<td>12-16</td>
<td>100%</td>
</tr>
</tbody>
</table>

A graduate assistant holding an assistantship for eight full weeks (or multiple appointments for a combination of 8 full weeks) between the date of spring semester graduation exercises and August 15 is eligible for a tuition waiver during the summer term. If an assistantship appointment(s) does not extend over any eight weeks during that time, the student is liable for a portion of in-state and/or out-of-state tuition in the summer according to the following schedule:

<table>
<thead>
<tr>
<th>Weeks of Appointment</th>
<th>Percentage of Waiver</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-2</td>
<td>25%</td>
</tr>
<tr>
<td>3-5</td>
<td>50%</td>
</tr>
<tr>
<td>6-8</td>
<td>100%</td>
</tr>
</tbody>
</table>

In addition, graduate assistants on appointment during a spring semester receive a tuition waiver for the summer session immediately following their term of appointment, if they are employed for at least eight weeks during the spring semester. Assistants are eligible for this waiver even if they are not employed during the summer.

Tuition waivers cannot be used for study-abroad courses and are not applicable to contract courses.

Graduate students are automatically charged student health insurance coverage only if the student is enrolled for at least 9 semester hours of course work in a semester or summer session. Other students may elect to purchase health insurance by contacting the Student Insurance Office prior to the start of the academic term. The University provides no life insurance coverage for graduate assistants.

No student holding a faculty, administrative, or civil service position at Northern Illinois University may concurrently hold a graduate assistantship.

Appointment as a graduate assistant does not give faculty status; an assistant's status is that of a graduate student. As such, the assistant is expected to abide by regulations pertaining to such students.

**International Students**

International Students on a visa must, in accordance with INS regulations, be enrolled for a minimum of 9 hours during the fall and spring semesters.

**Types of Opportunities**

The university offers three types of employment opportunities for Graduate Assistants:
Teaching Assistants: Teaching Assistants aid in the instructional functions of the university. Their duties may include but are not limited to providing direct instruction in classroom, laboratory, and discussion sections, or in studio settings; tutoring students; mentoring engaged learning experiences for students; grading tests and assignments; developing instructional materials; accompanying or coaching artistic performances; and proctoring examinations.

Research Assistants: Research assistants apply research concepts, practices, or methods of scholarship by conducting experiments, analyzing data, presenting findings, collaborating with others in preparing publications, or conducting institutional research for an academic or administrative unit.

Staff Assistants: Staff Assistants assist in roles other than teaching or research. Duties of a staff assistant may include but are not limited to serving as a resident adviser, counselor, academic adviser, office support, or library assistant. Students employed in a Staff Assistantship should review the tuition waiver section of this website.

The designation of the type of appointment is determined by the job description submitted by the hiring department and the review by Human Resource Services and the Dean of the Graduate School.

Graduate Assistantships at the Graduate Student and Assistantship Recruitment Program (GSARP)

Participation in Graduate Student and Assistantship Recruitment Program (GSARP) provides students with an opportunity to learn more about the Department of Counseling and Higher Education and its graduate programs as well as the benefits of becoming a graduate assistant within the Division of Student Affairs or one of the several partnering departments. Graduate assistantship opportunities typically include Admissions, Career Services, several diversity and cultural resource centers, Orientation and First-Year Programs, Fraternity and Sorority Life, Gender and Sexuality Resource Center, Housing and Residential Services, Center for Student Assistance, Student Conduct and many more.

GSARP is typically hosted in the early Spring semester, after new Master’s students have been accepted into the program. Information about GSARP will be e-mailed to all accepted Master’s students.

Graduate Assistantships in the Department of Counseling and Higher Education

The Department of Counseling and Higher Education may offer a limited number of graduate assistantships. Graduate assistants may work with the department or a specific faculty member. Information about graduate assistantships in the department will be available at GSARP and/or distributed via listservs to incoming and current students.

The Graduate Assistant Manual for graduate assistants in the Department of Counseling and Higher Education is available on our department’s forms page:
https://www.cedu.niu.edu/cahe/resources/higher-education/forms-documents.shtml
Fellowships
The Graduate School offers a number of fellowships, all of which are competitively awarded. Fellows are billed tuition at the in-state rate. They receive a stipend and a waiver of over 70 percent of base-rate tuition.

Calls for applications are generally issued in December, and applications are made available on Graduate School Website (https://www.niu.edu/grad/funding/fellowships.shtml).

Available Fellowships

- **Dissertation Completion Fellowships**: Provides doctoral students one-year of support to complete their dissertations. The call for nominations, application form and criteria are usually made available in early December with awards starting in the following fall semester.

- **Carter G. Woodson Fellowship**: Open to Ph.D. and Ed.D. students only, provides financial support to US citizens who are African-Americans, Latino or Native Americans to begin or to complete their doctoral degrees. The call for nominations and application form are usually made available in early December with awards starting in the following fall semester.

- **Diversifying Higher Education Faculty in Illinois Fellowship Program**: Program was established by the Illinois General Assembly to increase the number of underrepresented faculty and staff at Illinois institutions of higher education and higher education governing boards. The Graduate School’s Office of Student Support Services issues the call for applications late in the fall semester, and awards are announced by the state in late spring semester.

Federal Financial Aid
IV. HESA Graduate Student Involvement

Student Organizations

Chi Sigma Alpha Student Affairs Academic and Professional Honor Society
The Northern Illinois chapter of Chi Sigma Alpha is affiliated by the international association, Chi Sigma Alpha. Chi Sigma Alpha is an international honors society comprised of graduate students, alumni, faculty, and student affairs professionals to promote and recognize excellence in academics, research, and service to the profession of student affairs.

More information about Chi Sigma Alpha is available here: http://chisigmaalphahq.wixsite.com/chisigmaalpha

Information about the NIU chapter of Chi Sigma Alpha can be found on HuskieLink: https://niu.presence.io/organization/chi-sigma-alpha-alpha-omicron-chapter

Members of Chi Sigma Alpha typically host information sessions each semester to recruit new members from the NIU Higher Education Master’s and Ed.D. programs.

Professional Associations

Professional associations provide members with opportunities to stay current in regard to issues and trends within their profession, builds community within the profession, and is a great opportunity for professionals to network with colleagues all over the country. Some organizations are specialized in scope (e.g. NIRSA - Campus Recreation), while others are more general (e.g. NASPA, ACPA). Choosing a professional organization is an important choice that can help to establish your professional identity. We recommend that students take time to identify a professional organization that will support them through their professional development.

A non-exhaustive list of professional associations in higher education and student affairs is available on StudentAffairs.com: https://www.studentaffairs.com/resources/websites/professional-associations/
A non-exhaustive list of higher education organizations can be found on the Higher ed Career Coach Website: http://www.higheredcareercoach.com/higher-education-professional-associations/

Faculty members, assistantship and internship supervisors, and other higher education and student affairs professionals can be a great resource for identifying appropriate professional associations and learning more about how to get involved.
V. Student Concerns

If a student has a concern, we encourage the student to follow our departmental reporting structures in addressing the concern.

Concerns related to other students
If a student has a concern with another student, we highly encourage students to address these concerns first with the other student, if possible.
If a concern cannot be addressed at the student level, students should reach out to the academic counselor, a faculty member, or the program coordinator. If a concern cannot be addressed at that level, the concern may be brought to the department chair.

Concerns related to specific courses
If a student has a concern related to a specific course, we highly encourage students to address these concerns with the instructor of the course.
If a concern cannot be addressed at the instructor level, students should reach out to the academic counselor or program coordinator. If a concern cannot be addressed at that level, the concern may be brought to the department chair.

Concerns related to the program
Concerns related to the program should be brought to the academic counselor or program coordinator. If a concern cannot be addressed at that level, the concern may be brought to the department chair.

Other concerns
Concerns should first be addressed with the parties involved in the issue or dispute, if possible. Students should follow departmental reporting structures in addressing the concern, starting by reporting concerns to a faculty member or the academic counselor, then the program coordinator, followed by the department chair.

University Resources
NIU offers additional resources for addressing student concerns. These resources are listed below.

Office of the Ombudsperson
https://www.niu.edu/ombuds/
Holmes Student Center, 6th floor
Phone: (815)753-1414
E-mail: ombuds@niu.edu

The Office of the Ombudsperson provides students, faculty and staff with guidance to help solve a variety of university-related issues or conflicts. The Ombudsperson offers confidential, neutral,
informal and independent guidance. While the ombudsperson cannot provide legal advice or advocate on your behalf, they can advise you of your rights within the university.

The ombudsperson provides an opportunity for informal discussion of problems outside formal channels. The ombudsperson listens, discusses, answers questions, provides information and helps develop options for resolving a situation. The office provides a means of conflict resolution that is non-confrontational, impartial, informal and confidential. The ombudsperson cannot impose solutions but identifies options and strategies for resolution. Contacting the ombudsperson does not constitute official notice to the university.

**Ethics and Compliance Office: Affirmative Action and Title IX**

[https://www.niu.edu/ethics-compliance/](https://www.niu.edu/ethics-compliance/)
Health Services Building, 2nd floor
Phone: (815)753-5560
E-mail: eco@niu.edu

ECO services include complaint resolution related to discrimination/affirmative action, retaliation, and Title IX violations.

**Additional Resources**

| Student’s Legal Assistance | [https://www.niu.edu/legal/](https://www.niu.edu/legal/) |
| Bias Reporting and Discrimination | [https://www.niu.edu/diversity/index.shtml](https://www.niu.edu/diversity/index.shtml) |
VI. Academic Support Services and Other Academic or Career Resources

This is a non-exhaustive list of NIU academic and career support resources. Please refer to the NIU Website (http://www.niu.edu) for more information on available resources on campus.

**Academic Calendars**
https://www.niu.edu/academics/calendars/index.shtml

**Academic Support Services**
- The Learning Center  
  https://www.cedu.niu.edu/learning-center/index.shtml
- Thesis and Dissertation Office  
  https://www.niu.edu/grad/thesis/index.shtml
- University Writing Center  
  https://www.niu.edu/writing-center/index.shtml

**University Libraries**
https://www.niu.edu/ulib/index.shtml

**Career Services**
https://www.niu.edu/careerservices/index.shtml

**Information Technology**
- IT Resources for New Students  
  https://www.niu.edu/doit/audience/newstudents.shtml
- IT Resources for Current Students  
  https://www.niu.edu/doit/audience/students.shtml

**Technology Help:**
- Search the Knowledge Base  
  http://kb.niu.edu/
- Search IT  
  https://www.niu.edu/doit/help/index.shtml
- Call the Service Desk  
  (815)753-8100
- Submit a request for service  
  http://it.niu.edu/
- Email  
  ServiceDesk@niu.edu
- Visit the Technology Support Desk in the Founders Library
VII. NIU Resources

This is a non-exhaustive list of NIU resources. Please refer to the NIU Website (http://www.niu.edu) for more information on available resources on campus.

**Student ID**
- NIU OneCard Student ID
  - [https://www.niu.edu/onecard/index.shtml](https://www.niu.edu/onecard/index.shtml)

**Health and Safety**
- NIU Alerts - Safety Notifications
- Department of Police and Public Safety
- NIU Weather Information
- Counseling and Consultation Services
  - [https://www.niu.edu/publicsafety/emergency/safetybulletin/index.shtml](https://www.niu.edu/publicsafety/emergency/safetybulletin/index.shtml)
  - [https://www.niu.edu/publicsafety/index.shtml](https://www.niu.edu/publicsafety/index.shtml)
  - [https://www.niu.edu/emergencyinfo/weather/index.shtml](https://www.niu.edu/emergencyinfo/weather/index.shtml)
  - [https://www.niu.edu/counseling/index.shtml](https://www.niu.edu/counseling/index.shtml)

**Bookstore**
- Huskies Books and Gear

**Housing and Dining**
- On-Campus Housing
- Off-Campus Housing
- Dining Services
- Huskie Food Pantry
  - [https://www.niu.edu/housing/halls/graduate_housing/index.shtml](https://www.niu.edu/housing/halls/graduate_housing/index.shtml)
  - [https://www.niu.edu/housing/halls/nvc/family/index.shtml](https://www.niu.edu/housing/halls/nvc/family/index.shtml)
  - [https://www.niu.edu/mptss/housing/index.shtml](https://www.niu.edu/mptss/housing/index.shtml)
  - [https://www.niu.edu/dining/where-to-eat/index.shtml](https://www.niu.edu/dining/where-to-eat/index.shtml)

**Child Care**
- Child Care at NIU
- Community Child Care in DeKalb
  - [https://www.chhs.niu.edu/child-center/index.shtml](https://www.chhs.niu.edu/child-center/index.shtml)
  - [https://www.four-c.org/](https://www.four-c.org/)

**Student Services and Resources**
- International Student and Scholar Services (ISSS)
  - [https://www.niu.edu/isss/index.shtml](https://www.niu.edu/isss/index.shtml)

**Community Involvement**
- Disability Resource Center
- Asian American Center
- Center for Black Studies
- Latino Resource Center
- Gender and Sexuality Resource Center
- Military and Post-Traditional Student Services
- Campus Religious Organizations
  - [http://niu.edu/disability/](http://niu.edu/disability/)
  - [http://www.niu.edu/aac/](http://www.niu.edu/aac/)
  - [http://www.niu.edu/blackstudies/](http://www.niu.edu/blackstudies/)
  - [http://www.niu.edu/lrc/](http://www.niu.edu/lrc/)
  - [http://niu.edu/gsrc/](http://niu.edu/gsrc/)
  - [http://www.niu.edu/mptss/](http://www.niu.edu/mptss/)

**Recreation and On-Campus Involvement**
- NIU Events Calendar
- NIU Athletics
- University Recreation and Wellness
  - [https://calendar.niu.edu/](https://calendar.niu.edu/)
  - [https://niuhuskies.com/](https://niuhuskies.com/)
  - [https://www.niu.edu/recreation/index.shtml](https://www.niu.edu/recreation/index.shtml)

**Student Organizations**
- [https://niu.campuslabs.com/engage/](https://niu.campuslabs.com/engage/)
- [https://www.niu.edu/studentinvolvement/student-organizations/index.shtml](https://www.niu.edu/studentinvolvement/student-organizations/index.shtml)

**Student Involvement and Leadership Development**
- [https://www.niu.edu/studentinvolvement/index.shtml](https://www.niu.edu/studentinvolvement/index.shtml)

**Student Engagement and Experiential Learning**
- [https://www.niu.edu/engagedlearning/](https://www.niu.edu/engagedlearning/)

**Holmes Student Center**
- [https://www.niu.edu/hsc/index.shtml](https://www.niu.edu/hsc/index.shtml)

**Huskies Den**
- [https://www.niu.edu/hsc/huskie-den/index.shtml](https://www.niu.edu/hsc/huskie-den/index.shtml)