

REGIS COLLEGE

THRIVE GUIDE



PREPARED BY

DENISE MASHMASARMI AND COMMUNITY PARTNERS



Regis College

Center for Inclusive Excellence

WELCOME TO THE PRIDE

Hello and welcome to the PRIDE!

We are so happy that you are here! We want to share all the resources and tips for success that we can offer to make your transition to college and to our community a little easier. We hope that this list of resources comes in handy as you learn to navigate your college environment, and as questions arise.

Please reach out when you have questions or are experiencing challenges. **Don't wait until the last minute.** We are here for you and want to do our best to assist you on your academic and personal journey here at Regis.

If you have questions, concerns or want to learn more about resources please contact **student.affairs@regiscollege.edu** or **Inclusiveexcellence@regiscollege.edu**

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GLOSSARY

Academic Advisor

An academic advisor is a faculty or staff member assigned to assist you with your academic planning. This faculty or staff member can help you navigate the requirements for completing her degree, registering for classes, choosing a major, and choosing courses. Students who work closely with their advisors often avoid costly mistakes.

Academic Calendar

The academic calendar is a document that contains all the important dates for undergraduate, online and graduate students that occur each term. These dates include the start of classes, the add/drop period, holidays observed by the college (no classes), academic deadlines, final exam period, etc.

Add/Drop Period

This is a time period at the beginning of each term where you may make changes to your schedule without any academic consequences. The period may be only a few days or may be as long as two weeks. Students may want to check with their academic advisor before making a major change to their schedule. *dates are in the academic calendar*

***Students should be cautious when adding a course late in the add/drop period, as they may have missed vital course material.**

Alternative Financing

Alternative financing consists of options to help families pay costs not covered by financial aid. These include Parent PLUS Loans for parent borrowers of dependent undergraduate students, Private Loans borrowed via outside lenders, and Payment Plans.

Award Letter

A term for the financial offer from the school stating the types and amounts of financial aid that the school will provide if the student enrolls.

Bursar/Student Accounts Office

The bursar is the director of the Student Accounts office. The bursar handles all student questions regarding billing and collection of fees. Billing may include student tuition and fees, room and board, and other charges. The term bursar and student accounts are often used interchangeably across campus.

***The bursar/student accounts is not the same as Financial Aid**

Course Registration

This is the process through which you sign up for your courses for the following semester. You are encouraged to meet with your academic advisor before registering for courses to be sure you understand your course requirements. Registration takes place online through Regis Hub. You will have a designated timeframe for when you may register for your classes.

****The course registration period for each term is listed in the academic calendar, however your exact registration date and time will be listed in the Hub.**

Course Wait List

A course wait list allows you to register for a class even if it is full. If you attempt to register for a class that is already at capacity, you may be added to a waitlist for that class. If another student later drops that class or is removed, the student on the waitlist will be added to the roster.

Dean's List

The Dean's List is produced each semester and is a list of those students who meet a certain academic standard. It is the college equivalent of an honor roll.

Degree Audit

A degree audit is an analysis of your academic progress toward a degree. It helps you monitor where you are and what you still need to do to complete your requirements. A degree audit is an advising document that maps out degree requirements and compares them against your transcript. It is an important tool for academic planning and course selection. This should be used in conjunction your academic advisor.

iGrad

An online platform that provides Regis community members with tools for financial wellness.

The Fine Arts Center (FAC)

Fine Arts Center (FAC) houses arts classes throughout the building. During the evening, in addition to ongoing events in the Casey Theatre, student clubs including the Regis College Dance Company and the Regis College Theatre Company hold classes, open mic and improv nights, rehearsals, and performances in the Sullivan Studio Theatre.

FAFSA

FAFSA is the Free Application for Federal Student Aid. This is the starting point for almost all financial aid and needs to be completed each year. The application opens every year on October 1st, and closes May 1st.

Federal Direct Loans

A Federal Direct Student Loan is a type of aid funded by the federal government, is borrowed money, and must be repaid.

Grants and Scholarships

Grants and scholarships are a type of aid that do not need to be repaid and can be merit or need based.

Lower Student Center (LSC)

The LSC or Lower Student Center is the first floor of the Student Center that houses our Office of Residential Life, Center for Student Engagement, Mailroom, Underground Café and student lounge areas.

Major

A major is your primary area that you are specializing in. Majors consist of multiple courses that are required to complete the degree. Depending on your major there may be space to pick up a minor, or take additional courses in another area of interest (but very few classes compared to major).

Minor

A minor is a secondary field of interest after a student's major. Minors require multiple courses in an area, but fewer courses than a major. A minor is optional.

Moodle

Online platform utilized to foster online communication between a course instructor and students. Instructors use Moodle to post the course syllabus, assignments, due dates, and general course announcements. Moodle also acts as a direct link to Starfish.

Office Hours

Office hours are scheduled blocks of time that instructors hold for students to meet with them in their office location. Office hours are typically drop-in, if you cannot make a professors office hours, email them to schedule an appointment.

Orientation Leader (OL)

Orientation Leaders (OLs) are a dedicated group of upper -level students who provide guidance to first-year students in order to support the transition from high school to college. Our OLs help incoming students learn about the importance of becoming involved in the campus community.

Pre-Requisite/Pre-Req

Pre-requisites are courses that you are required to take prior to registering for an upper level course. Many courses may have no pre-requisites in order to take it. You can find pre-req's listed in the catalog or in the course description on the hub.

Resident Assistant (RA)

Resident Assistants are students who are resources for other students in the Residence Halls. Resident Assistants are trained student leaders responsible for overseeing a floor or part of a floor in the residence halls on campus. They can assist with questions and be a resource if case any issues arise. They are also responsible for enforcing university policies and rules.

Resident Director (RD)

A Residence Director is a professional, university employee responsible for the management and daily operations of campus residence halls. Resident Directors are either pursuing or have completed their undergraduate and graduate degree(s), who oversee the Resident Assistants and are responsible for managing the overall wellbeing of the Residence Hall. Residence Directors live in the hall that they oversee.

Regis Engage

The online platform that students use to formally join clubs and organizations and vote for their representatives in the Student Government Association.

Regis Hub

Regis Hub is our class registration tool. Students can use the hub to search for information on classes in the upcoming semester, see classes that were offered in previous semesters, check their Degree Audit, see who their advisor is, and more.

Registrar

The Registrar is the office ultimately responsible for maintaining the permanent academic record for each student on campus. In addition to maintaining student records, this office is often also responsible for maintaining class lists and recording student grades.

Satisfactory Academic Progress (SAP)

Students receiving financial aid are required, per federal regulations, to maintain Satisfactory Academic Progress (SAP) towards their degree. If you do not meet this, you may need to take extra steps to be eligible for aid.

Starfish

Students use Starfish to schedule appointments with their advisor, instructors, academic coach, or a tutoring center, keep track of their own attendance, and view a list of services offered throughout campus.

Student Loan Requirements

Students planning to borrow a Federal Direct Loan (Subsidized or Unsubsidized) must complete and sign a Master Promissory Note (loan agreement) and Entrance Counseling, an online session to inform you of your rights and responsibilities when borrowing.

What is the difference between a Subsidized or Unsubsidized loan?

The government pays the interest on Subsidized loans while you are in school at least half-time and for 6 months after you leave school.

Unsubsidized loans begin accruing interest as soon as the funds are released to your account. When you leave school, the interest accrued can add thousands of dollars to your balance.

Syllabus

A course syllabus is an outline or overview of the course handed out by the instructor at the beginning of the course. The syllabus contains information about the course including requirements, expectations, textbook information, contact information for the instructor, objectives, assignments, and a daily schedule of assignments and topics.

Verification

A process used to verify the information on submitted on the FAFSA. Students are selected either randomly, or due to conflicting data on the application

Work Study

Work study is the portion of your financial aid package with a dollar amount containing how much you can earn through a student work-study position on campus.

*You will not receive this money unless you apply and obtain a work-study position.

CAMPUS RESOURCES

ACADEMIC ADVISING

The Office of Academic Advising serves to facilitate the best advising experience possible for undergraduate students. Our professional advising staff helps students develop decision-making skills, decide their personal and career goals, and evaluate their goal progress with the support of faculty advisors who work directly with our student population.

Faculty Advisors

Regis uses a faculty model of advising supported by a professional advising staff. Faculty advisors work directly with students on completing graduation requirements in addition to teaching courses and other campus responsibilities.

Incoming **first-year students** are assigned a **First-Year Advisor**. Incoming **transfer students** are assigned a **Major Advisor** in their department.

First-Year Advisors

Each incoming First-Year student at Regis is assigned a First-Year Advisor to help them acclimate to the campus and learn about all the available resources to help them throughout their academic journey. Your First-Year Advisor will be your instructor for your First Year Seminar (FYS) course, as well as a FYS-Linked Course in the Spring semester.

Major Advisors

Incoming first-year students will transition to having a major advisor after their first year; incoming transfer students will immediately begin working with a major advisor in their first semester. A Major Advisor is a faculty member within the student's major who will assist the student with any advising, career, and graduate school related questions up until the time of graduation.

Students may also have other advisors, including minor advisors, athletic advisors, honors advisors, and pre-professional track advisors that help with questions specific to those topics.

Resources:

Program Plans:

<https://www.regiscollege.edu/academics/academic-support-and-advising/academic-advising/eight-semester-plans>

Advising Forms:

<https://www.regiscollege.edu/academics/academic-support-and-advising/academic-advising/advising-forms>

FAQ'S:

<https://www.regiscollege.edu/academics/academic-support-and-advising/academic-advising/advising-faqs-and-policies>

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/ACADEMICS/ACADEMIC-SUPPORT-AND-ADVISING/ACADEMIC-ADVISING](https://www.regiscollege.edu/academics/academic-support-and-advising/academic-advising)

PHONE: 781.768.7270

EMAIL: ACADEMICADVISING@REGISCOLLEGE.EDU

LOCATION: TEGAN LEARNING COMMONS, 2ND FLOOR

THE BURSAR AND STUDENT ACCOUNTS OFFICE

The Bursar and Student Accounts Office is where students go to receive more information about their bill, or any charges that have been added to their account. Students will work with the office to set up a payment plan and submit any payments via the online system or via cash, card or check in the Center for Student Services. If students are unsure how to access their bill or how to navigate the portal, the bursar or student services can assist.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/REGIS-LIFE/STUDENT-SERVICES/STUDENT-ACCOUNTS-AND-BILLING](https://www.regiscollege.edu/regis-life/student-services/student-accounts-and-billing)

PHONE: 781.768.7270

EMAIL: STUDENT.ACCOUNTS@REGISCOLLEGE.EDU

LOCATION: COLLEGE HALL, RM 221

CENTER FOR GLOBAL CONNECTIONS

The mission of the Center for Global Connections is to facilitate global learning experiences for all Regis students. Whether you are interested in a traditional mobility program (short-term, summer, or semester-long) or a remote program, the Center is ready to guide you through the process of selecting the right program at the right time in your academic journey. We are pleased to inform you that semester study abroad will resume in spring 2022. Faculty and staff are also already at work planning Regis-sponsored short-term programs abroad for Spring / Summer 2022.

We believe that intercultural learning is a lifelong process. This means that we also encourage and promote opportunities for continued engagement abroad after you earn your Regis degree.

International students at Regis will want to connect with the Center as well. We understand that adjusting to living/studying in the U.S. takes time and is both exciting and challenging. In addition to answering or providing assistance with SEVP-related questions, the Center strives to build a support system that promotes academic success as well as physical and emotional well-being for our international student body.

Services Provided

- Education abroad advising (eligibility, programs, funding, the application process, etc.)
- International service learning advising (in collaboration with the Center for Ministry and Service)
- International internships (in collaboration with the Center for Internships and Career Development)
- Fulbright Program advising (Fulbright grants provide one-year of support to teach English, complete graduate study, undertake art projects, and conduct independent research abroad. Open to US citizens who have completed a bachelor's degree.)
- Peace Corps and Doctors without Borders (MSF), advising
- International Student Support Services

Education Abroad Resources

Know Before You Go: Depending on your particular circumstances, you may be looking for answers to specific questions related to race, ethnicity, gender, sexual orientation, disability, or mental health abroad.

- **Mobility International USA** is a great resource for students with disabilities.
- **Diversity Abroad** has a collection of articles and resources that can help you prepare for your international experience.
- **Welcoming the Rain in Ireland** first appeared in ***NAFSA's International Educator magazine*** in July 2015. It offers a student's perspective on managing her bipolar disorder while studying abroad in Dublin.

Finding the Funds:

- keep in mind that financial aid CAN be used for study abroad. But we also want you to know that our preferred education abroad providers often have their own scholarships that you might want to consider as you decide which provider to select.
 - [ISA Scholarship Page](#)
 - [API Scholarship Page](#)
 - [AIFS Scholarship Page](#)
 - [SAI Scholarship Page](#)
- There are two national scholarships for education abroad that require advanced planning but are really worth pursuing if you meet the eligibility requirements. We are happy to help you with the application process for either of these.
 - [Fund for Education Abroad](#)
 - [Benjamin A. Gilman Scholarship](#)

International Student Resources

Navigating life as an international student means that in addition to meeting the academic demands of your degree program, you are also adjusting to the US Higher Education System, keeping current with all regulations related to your visa category, and learning about our campus and community culture.

A good site for double-checking anything related to visa regulations is [Study in the States](#). You can review everything from CPT and OPT to maintaining eligibility and more. Of course, you also must consult with your Designated School Official (DSO) if you wish to work, travel, change your major, need to request a leave of absence, etc.

[EducationUSA](#) shares resources related to the US Higher Ed System as well as testimonials from international students throughout the US.

These international student stories feature country-specific perspectives, as well as at least one Spanish-language resource “Estudiar en Estados Unidos: Una Perspectiva de América Latina” and one dedicated to campus safety and security.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/ACADEMICS/GLOBAL-LEARNING-REGIS](https://www.regiscollege.edu/academics/global-learning-regis)

EMAIL: MEGAN.GIBBONS@REGISCOLLEGE.EDU

LOCATION: COLLEGE HALL, RM 207

INSTAGRAM: @REGISGLOBAL

TWITTER: @REGISCOLLEGEGLOBAL

CENTER FOR INCLUSIVE EXCELLENCE

The Center for Inclusive Excellence (CIE) serves students, staff and faculty of all identities. The center collaborates with campus partners to provide diversity and inclusion programming campus wide. CIE is home to the Partners in Excellence mentoring initiative (a student affairs collaboration) that serves first-generation and students of color in the transition to their first year at Regis College.

We work to create an inclusive campus that is a home for all identities, because you belong here, at Regis!

Resources:

Lgbtq+:

<https://www.regiscollege.edu/about-regis/inclusive-excellence/lgbtq-regis>

Partners in Excellence:

<https://www.regiscollege.edu/about-regis/inclusive-excellence/partners-excellence>

Bias Response:

<https://www.regiscollege.edu/about-regis/inclusive-excellence/bias-response>

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/ABOUT-REGIS/CENTER-INCLUSIVE-EXCELLENCE](https://www.regiscollege.edu/about-regis/center-inclusive-excellence)

PHONE: 781.768.8061

EMAIL: INCLUSIVEEXCELLENCE@REGISCOLLEGE.EDU

LOCATION: ST. JOSEPH'S HALL, RM 3

SOCIAL MEDIA: @REGISINCLUSION ON TWITTER AND INSTAGRAM

CENTER FOR INTERNSHIPS AND CAREER DEVELOPMENT

The Center for Internships and Career Development works with students to let find their passions guide their career path. They assist in finding a career relevant to your major, in finding internships (all students are required to complete an internship to receive their degree), through one-on-one counseling and with professional development and recruiting events throughout the academic year.

This office is key to assisting students build their resume, understand career options related to their major and finding those key internships to gain experience before graduation.

Flatley Scholars Program:

The Flatley Scholars Program is designed to promote career development for undergraduate students. The program is designed to provide stipends to undergraduate students with demonstrated financial needs who have secured unpaid, off-campus internships.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/ACADEMICS/CENTER-
INTERNSHIPS-AND-CAREER-DEVELOPMENT](https://www.regiscollege.edu/academics/center-internships-and-career-development)

PHONE: 781.768. 7271

EMAIL:

LOCATION: COLLEGE HALL, RM 209

CENTER FOR MINISTRY AND SERVICE

The Center for Ministry and Service (CMS) provides welcome and support for all members of the Regis community. We have various opportunities to foster and develop the spiritual identity of students. You do not have to be Catholic or any particular religious tradition in order to participate in the various opportunities that the center provides. All are welcome to be with us and to join in our activities.

How can I get involved with CMS?

- Get connected with your peers, staff, faculty and leadership through different events
- Explore your faith and/or your spiritual journey
- Worship- Service is every Sunday in the Chapel when we return in the Spring semester
- Participate in service projects in our local community and around the world in the Spring semester
- Have access to food and other necessary items through the use of the Hospitality Center

Hospitality Center

University members who struggle with food insecurity can receive help through this program that distributes healthy, non-perishable foods in a discrete, welcoming space. Located in St. Joseph Hall, Room 3, behind prayer room, with an external entrance for privacy.

Prayer Room

One of the many sacred spaces available to students on campus. It is located in St. Joseph Hall Room 3, behind the Center for Inclusive Excellence. It is a space where students of all religions (or no religion) are welcomed to pray and meditate in silence.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/REGIS-LIFE/CENTER-MINISTRY-AND-SERVICE](https://www.regiscollege.edu/regis-life/center-ministry-and-service)

EMAIL: DANIEL.LEAHY@REGISCOLLEGE.EDU

LOCATION: ST. JOSEPH'S HALL, RM 4

SOCIAL MEDIA: @REGISMINISTRY ON INSTAGRAM AND TWITTER

CENTER FOR STUDENT ENGAGEMENT

The Center for Student Engagement (CSE) provides plenty of opportunities to get involved on campus, with over 30 student clubs and organizations, you are likely to find something that interests you. CSE also provides campus wide programming throughout the semester for you to get connected, get involved, and show your Regis Pride!

As a new or returning student who is interested in getting involved with different student organizations, we encourage you to explore your options and if you can't find something that fits, ask about how you can create your own club or organization.

Student engagement is a great way to develop leadership skills, learn how to work with others, assist in the planning and execution of events, facilitate club meetings or serve on the executive board of your organization.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/REGIS-LIFE/CENTER-STUDENT-ENGAGEMENT](https://www.regiscollege.edu/regis-life/center-student-engagement)

EXPLORE OUR ACTIVE CLUBS AND ORGANIZATIONS:
[HTTPS://REGISCOLLEGE-COMMUNITY.SYMPPLICITY.COM/](https://regiscollege-community.symplcity.com/)

EMAIL:
ELISE.YONIKA@REGISCOLLEGE.EDU

LOCATION: [LOWER STUDENT CENTER, RM 111](#)

SOCIAL MEDIA: @REGISLIFE_MA ON INSTAGRAM AND TWITTER

CENTER FOR STUDENT SERVICES

The Center for Student Services (CSS) provides a one stop location to take care of administrative needs. They can assist with paying your bill, getting your Regis ID, checking holds on your account, and answering any questions that you may have. If the Center doesn't have the answer, they will direct you to someone who does. You can access the Registrar, Bursar and Financial Aid offices through CSS.

If you have questions and don't know where to go, the Center for Student Services is a great resource to learn about campus offices and resources available to you.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/REGIS-LIFE/CENTER-STUDENT-SERVICES](https://www.regiscollege.edu/regis-life/center-student-services)

PHONE: 781.768.7270

LOCATION: COLLEGE HALL, RM 221

COUNSELING SERVICES

College is quite a transition and can be very stressful. An important resource for all, is Counseling Services, we understand that there can be stigmas or discomfort for some regarding mental health, but we encourage you to seek services if you are experiencing a hard time adjusting to campus, depression, anxiety and more.

Our Counseling Center provides professional mental health services to students. All students qualify for 12 free sessions per academic year, after the first 12, students will be charged \$25 per session. No students will be turned away because of financial hardship.

Services Provided

We offer individual counseling, consultations, mental health assessments, substance abuse assessments and counseling, medication evaluation and management, coordination with outside professionals, referrals to off-campus services, wellness groups, workshops, and nutritional counseling.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/REGIS-LIFE/HEALTH-SERVICES/COUNSELING-SERVICES](https://www.regiscollege.edu/regis-life/health-services/counseling-services)

EMAIL: COUNSELING.SERVICES@REGISCOLLEGE.EDU

PHONE: 781.768.7290

LOCATION: BACK OF MARIA HALL IN THE CENTER FOR HEALTH AND WELLNESS

Online Services

For fully online (certificate and degree) students as well as those at remote locations (RegisNorth, LMRC, and Brigham), Regis also offers **Talk One2One**, a telephonic counseling service that offers instant access to a mental health professional, day or night. Students can be referred to a counselor in their area for six free counseling sessions. All online and remote students are welcome to use the counseling services located on the Weston campus as well.

Talk One2One

Phone: 800.756.3124

FINANCIAL AID

The Office of Financial Aid can provide you with a variety of options to assist in paying off your bill.

When you are accepted to Regis, we consider whether to give you a merit scholarship. This becomes part of your financial aid package. In addition to these scholarships' students may qualify for need based institutional grants, state and federal grants, loans and work-study jobs.

All students should complete a FAFSA (Free Application for Federal Student Aid)** to help us determine financial need and whether you can get a scholarship, grant, or other award.

If you are having trouble with your FAFSA (Free Application for Federal Student Aid), Financial Aid can assist you in understanding the application process. If your application is incomplete and you are unsure what you are missing, they can assist you by looking over what you have submitted.

Unsure of how you are paying the remainder of your bill?

Financial Aid can see if you qualify for any additional loans, grants or scholarships.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/ADMISSION-AND-AID/UNDERGRADUATE-ADMISSION/COST-AND-FINANCIAL-AID](https://www.regiscollege.edu/admission-and-aid/undergraduate-admission/cost-and-financial-aid)

PHONE: 781.768.7270

EMAIL: FINAID@REGISCOLLEGE.EDU

LOCATION: COLLEGE HALL, RM 221

**** ON PAGE 31 LEARN MORE ABOUT THE FAFSA RENEWAL PROCESS**

FINUCANE AND O'SULLIVAN INSTITUTE FOR LEARNING - F.O.I.L.

The Institute for Learning provides students with a place to get assistance from various academic supports. Students can check in with their academic coach and are welcome to meet with peer writing and content tutors.

Academic Coaching

Academic coaching is designed as part of a holistic approach to student development. All undergraduate students are assigned an academic coach as they begin their academic journey. Coaches partner with students throughout their time at Regis to answer questions related to transitioning to college, setting and achieving goals, identifying strengths, and developing strategies for finding success.

Academic coaches also hold group meetings and workshops geared toward assisting students with their academic success. An appointment can be made with your academic coach by e-mailing your coach directly. If you are unsure of who your academic coach is, please fill out the Coaching Request Form on the Academic Coaching Regis Resources Page

Tutoring Services & Writing Support

Peer tutoring and writing support are available to all students at no additional fee. You can find the Content Tutoring Schedule on the Tutoring Regis Resources Page. Writing Center appointments can be made through Starfish.

Another great resource available to all students is Smarthinking, which is an online tutoring service available 24/7. Smarthinking can be accessed through your Moodle page at <https://moodle.regiscollege.edu/course/view.php?id=5209>

Students are also encouraged to get acquainted with their professors and attend their office hours before seeking tutoring**. Professors are a great resource as they create the material for your courses.

Working to build great connections with your professors is a valuable skill to have as you work toward your academic and future success.

****PROFESSORS LIST THEIR OFFICE HOURS ON THEIR COURSE SYLLABUS AND COURSE MOODLE PAGE. IF YOU CANNOT FIND THEIR OFFICE HOURS, REACH OUT TO YOUR PROFESSOR DIRECTLY.**

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/ACADEMICS/ACADEMIC-SUPPORT-AND-ADVISING/FINUCANE-AND-OSULLIVAN-INSTITUTE-LEARNING](https://www.regiscollege.edu/academics/academic-support-and-advising/finucane-and-osullivan-institute-learning)

LOCATION: TEGAN LEARNING COMMONS, 2ND FLOOR

SOCIAL MEDIA:
FACEBOOK, TWITTER, INSTAGRAM - REGISFOIL

LIBRARY SERVICES

The Regis Library facilitates access to a well-balanced collection of full text online databases, journals, eBooks and books all chosen with support for your research needs as our primary goal. They offer extensive research support and library instruction classes to help you get the most from the resources.

On the first floor of the building there are PC work stations, copiers, fax machines, and scanners. Quiet and collaborative study spaces are available throughout the building.

Resources are available 24/7 from any location using your Moodle username and password. If you find an article through a Google Scholar search, don't pay for it - use our Interlibrary Loan Service.

Check out their research guides, such as Introduction to Library Research at <https://libguides.regiscollege.edu/researchintro> and get a jump start on mastering research skills.

You can contact library staff at <https://libguides.regiscollege.edu/contactus> with questions and requests for help with all your library and research needs.

OFFICE OF ACCESSIBILITY SERVICES

The Office of Accessibility Services coordinates support services and reasonable accommodations for students with documented disabilities. The office is committed to providing all students with equal access to resources, facilities, programs and learning opportunities.

If you are uncertain of whether you qualify for services, reach out and inquire.

Whether you have received accommodations previously with an IEP, have a documented concern or have a non-documented concern that may require accommodations, the office will provide you with more information on how they can best assist you.

If you are eligible for services, or are interested in learning more, please complete this [form](#), to start the process. If you have any questions you would like to ask, connect with the office.

Accommodated Testing Center:

This space is available to all students with approved testing accommodations (i.e. extended time, distraction reduced environment). Each student has access to a private cubicle to allow for a more comfortable testing experience for those with unique needs. Based on students' individual needs they may qualify for the use of a private study room, exam readers, or other alternative testing formats. Students who believe they may qualify for testing accommodations may contact our office directly to discuss options.

Accommodated Testing Request Form

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/REGIS-LIFE/OFFICE-ACCESSIBILITY-SERVICES](https://www.regiscollege.edu/regis-life/office-accessibility-services)

EMAIL: ACCESSIBILITY@REGISCOLLEGE.EDU

PHONE: 781.768.7384

LOCATION: TEGAN LEARNING COMMONS, 3RD FLOOR

OFFICE OF RESIDENCE LIFE

The Office of Residence Life is a great resource for students who are living on campus or students who are interested in moving on campus.

While living on-campus you will have access to a **Resident Assistant (RA)** that is assigned to your floor. Your RA will hold floor meetings, social events to mingle with other residents, and have different programming initiatives throughout the year.

Throughout the academic year, Resident Assistants (RAs) are tasked to build strong, supportive, and inclusive communities by doing the following within their assigned residence hall:

- Be an ongoing resource to their residents through connecting in-person regularly
- Promote, encourage attendance, and be present for campus wide events
- Display educational and mission-driven content on designated bulletin boards
- Create name tag decorations for each resident to be posted on doors each semester

If you have any questions, are having challenges with your roommate or housing assignment, or simply want to make new social connections, your RA can assist you.

If needed, your RA can also connect you with a **Resident Director (RD)** who is the professional staff member who oversees the residence hall and makes sure it feels like a home away from home.

Both RAs and RDs also support the campus by being on call which means they are available outside of typical business hours (outside of 9AM - 4:30PM). The RA on-call phone number is posted in the lobby of your residence hall.

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/REGIS-LIFE/OFFICE-RESIDENCE-LIFE](https://www.regiscollege.edu/regis-life/office-residence-life)

EMAIL: RESIDENCE.LIFE@REGISCOLLEGE.EDU

PHONE: 781.768.7452

LOCATION: LOWER STUDENT CENTER, RM 123

SOCIAL MEDIA: INSTAGRAM: REGIS_RESGRAM TWITTER: REGISMA_RESLIFE

OFFICE OF THE REGISTRAR AND ACADEMIC RECORDS

The Office of the Registrar is here to assist students with their academic records, withdrawing from courses, requesting transcripts, proof of enrollment, applying for graduation and is essentially the holder of all student information on campus. You will be able to access forms via the Center for Student Services.

Please note that you should always speak with your faculty advisor before withdrawing from a course. You want to be sure that withdrawing will not hurt you academically and will not postpone progress in major courses.

Resources:

FAQ's:

<https://www.regiscollege.edu/academics/registrar-and-academic-records/frequently-asked-questions>

Withdrawal Process:

<https://www.regiscollege.edu/academics/registrar-and-academic-records/withdrawal-process>

Enrollment Verification Form:

<https://www.regiscollege.edu/sites/default/files/academics/registrar/enrollment-graduation-verification-request-form-3-19.pdf>

Final Exam Schedule:

<https://www.regiscollege.edu/academics/registrar-and-academic-records/final-exam-schedule>

CONTACT INFORMATION

WEBPAGE: [HTTPS://WWW.REGISCOLLEGE.EDU/ACADEMICS/OFFICE-REGISTRAR-AND-ACADEMIC-RECORDS](https://www.regiscollege.edu/academics/office-registrar-and-academic-records)

EMAIL: REGISTRAR@REGISCOLLEGE.EDU

PHONE: 781.768.7270

LOCATION: COLLEGE HALL 221

VETERAN'S CENTER

The Veteran's Center provides veterans, spouses or children of veterans (military connected learners) with assistance in completing their paperwork in order to receive funding for their education and staying on top of policies and changes that impact the veteran community.

The center has a lounge area where students are welcome to gather to connect, study or have a moment to themselves.

Resources:

Veteran's Resource Guide:

<https://www.regiscollege.edu/sites/default/files/admission/veterans/veterans-resource-guide.pdf>

CONTACT INFORMATION

EMAIL: NICHOLAS.LANIER@REGISCOLLEGE.EDU

PHONE:

LOCATION: ST. JOSEPH'S HALL, RM 6

DEAR NEIGHBOR FUND

At Regis, we welcome all without distinction and strive to support members of our community who need help academically, emotionally, and financially. With the loving help and generosity of our entire community, the university started the Dear Neighbor Fund in 2010.

The Emergency Assistance Program

Students who are facing financial or personal crises can receive support through this program.

How Does It Work?

Students who need help should schedule a private appointment with the Dean of Student Affairs Walt Horner.

Because program funds are limited and the university is committed to helping all students, we normally restrict students from accessing the Emergency Assistance Program more than once during their time at Regis. [Apply here](#)

What Can The Money Be Used For?

In previous semesters, funds have been used to purchase textbooks, travel home for a family emergency, or for transportation costs associated with an internship or clinical placement, among other reasons.

How Can You Help?

Those interested in helping support the program can donate to the Dear Neighbor Fund.

THE HOSPITALITY CENTER

University members who struggle with food insecurity can receive help through this program that distributes healthy, non-perishable foods in a discrete, welcoming space.

How Does It Work?

Participants can choose from a variety of healthy, non-perishable foods and personal care products to help meet their needs and can visit the center as many times as needed.

Location

The center is located in a private room behind the Peace Room in Room 1 of St. Joseph Hall.

For access, email Daniel.Leahy@regiscollege.edu

Days and Times of Operation

- Tuesdays from 3:30 p.m. - 6:30 p.m.
- Fridays from 11 a.m. - 2 p.m.
- Summer (June - August) by appointment.

How Can You Help?

Food insecurity is a serious, ongoing issue for members of our university community, and for people worldwide. There will always be a need for donations and financial assistance so the center can maintain operations.

THE HOUSING PROGRAM

At certain times during the year, particularly the holidays and summer break, Regis may offer conditional housing to students who are unable to go home for a variety of reasons.

How Does It Work?

Students who participate in this program complete a short application, often on a software called the Adirondack Portal. As part of the application, the students explain how the housing will support them in their academic endeavors and allow them to continue to embrace the Regis mission. Students must also demonstrate that they have established a payment plan for their Regis tuition in order to be eligible for this program.

How Can You Help?

The program is supported by the Dear Neighbor Fund and participating students also find assistance through the Hospitality Center.

To contribute to the program please consider donating to the Dear Neighbor Fund or the Hospitality Center.

Contact

For more information about applying for break housing, please contact Assistant Dean of Student Affairs/Director of Residence Life or a member of the Office of Residence Life at residence.life@regiscollege.edu

For support or resources, please contact the Office of Student Affairs via email or 781.768.7050.

<https://www.regiscollege.edu/regis-life/ministry-and-service/dear-neighbor-fund>

FAFSA (FINANCIAL AID) RENEWAL

Financial Aid Renewal

- You must have completed the Free Application for Federal Student Aid (FAFSA)
- You must be meeting Satisfactory Academic Progress (complete 67% of credit load and maintain at least a 2.0)
- You must demonstrate continued financial need for renewal of need-based aid
- Recipients of merit scholarships must maintain the specific required cumulative GPA for merit scholarship renewal
- All prior term student account balances must be paid in full

Tips for FAFSA Renewal:

- Locate your FAFSA PIN and your Parents PIN. This will save you some stress later on.
- Login, select the renew form
 - update any pre-filled information that needs it and provide the requested financial information. (application opens 10/1, upload financial info no later than 4/15)
- After the FAFSA is submitted, some students are selected for a process called federal verification.
 - To complete this process we review data reported on your FAFSA and confirm its accuracy. During our review we may request additional documentation as required by law.
 - You will receive a notification that these documents are missing, be sure to follow up with the documents.
- You will be notified via email once your financial aid offer is available on Regis Access.
- Use the IRS Retrieval Tool, it's extremely helpful and will save you time
- If your Financial Aid Award Letter looks different from the previous year, **ask questions**. You want to understand what changes were made and how it impacts the amount of loans you may have to take out. If a grant or scholarship is missing, **ask for more information**.

COUNSELING CENTER GROUPS

Grief Support Group

Experienced the loss of a loved one? Want a safe place to talk about it? A confidential group where students can talk about their current lives and how losing a loved one has impacted them. Join us Join us by Zoom Tuesdays 4pm-5pm, All are welcome.

Group Leader: Dan Leahy (Director of Campus Ministry & Service) and Anne Eaton (Counselor). Please email Dan if you are interested in attending or have any questions. Daniel.leahy@regiscollege.edu

Mosaic

Mosaic is designed to be a supportive space where individuals can connect around gender and sexuality in a group setting. Gender and sexuality intersect with all identities, and it is important to discuss the unique situations that arise in daily life as a result. We welcome everyone- from those who are already identified members of the LGBTQIA+ community, to those identified as allies, and everyone in between. Mosaic will meet over Zoom this fall.

Group Leader: Kristin Phelan, LCSW. Counselor from Out at Home in Waltham who specializes in working with LGBTQIA+ individuals. Please email Kristin if you are interested in attending or have any questions. Kphelan@thehome.org

Recognition, Insight and Openness- RIO

This is a 3 session workshop that teaches skills to handle painful thoughts and feelings effectively, so they impact and influence us less. Many basic human emotions are painful, including sadness, anger, anxiety, guilt, fear, embarrassment, etc. Basically, everyone experiences psychological pain. Not only is pain a normal part of being human, but pain communicates important information about our experiences. Much like how the pain from a paper cut tells us that we have an injury, psychological pain serves a similar function. RIO focuses on changing our relationship with our psychological pain and creating flexibility in how we respond to it. We do not have to get stuck with avoiding pain as our only option for managing it. We can learn other strategies and tools to manage our distress.

Group Leader: Kathryn Klickstein (Director of Counseling) Please email Kathryn if you are interested in attending or have any questions. Kathryn.klickstein@regiscollege.edu.

Wellness Workshops

The Counseling Center will run a series of one time workshops that introduce students to a variety of strategies and skills they can use to promote their own emotional wellness. Workshops will meet over Zoom.

Please email Kathryn if you are interested in attending or have questions. Kathryn.Klickstein@regiscollege.edu.

RESOURCES FOR MANAGING STRESS AND SELF-CARE

Coping with COVID-19 Resources

On the Regis College Virtual Campus site, there is a multitude of resources available to assist with coping during these unprecedented times. You can find the resources here: <https://www.regiscollege.edu/virtual-campus/mental-health-and-wellness-support>

Self-Care Resources for People of Color

[Black Lives Matter: Meditations](#)

[Discrimination: What It Is and How to Cope](#) [Discrimination: What It Is and How to Cope](#)

[Emotionally Restorative Self-Care for People of Color](#)

[Filling Our Cups: 4 Ways People of Color Can Foster Mental Health and Practice Restorative Healing](#)

[Grief is a Direct Impact of Racism: Eight Ways to Support Yourself](#)

[Liberate Meditation App \(by and for people of color\)](#)

[NAMI: African American Mental Health](#)

[Proactively Coping with Racism](#)

[Racial Trauma is Real](#)

[Radical Self-Care in the Face of Mounting Racial Stress](#)

[Racism Recovery Steps](#)

[Talking about Race: Self-Care](#)

[Tips for Self-Care: When Police Brutality Has You Questioning Humanity and Social Media is Enough](#)

Stress Management

[The Mindfulness Solution](#): The Mindfulness Solution website provides meditation and mindfulness exercises that can be downloaded for free.

[Greater Good in Action](#): UC Berkley's Greater Good Science Center, in collaboration with HopeLab, launched Greater Good in Action. Greater Good in Action collects the best research-based methods for a happier, more meaningful life- and puts them at your fingertips in a format that's easy to navigate and digest.

[Self-Compassion Guided Meditations and Exercises](#)

Apps for relaxation: Insight Timer, Mindshift, Headspace, Stop. Breathe. Think., Catch It, Pacifica, Take a Break, Panic Shield.

TIPS FOR SUCCESS

Enjoy these Tips for Success from Faculty, Staff and peers!

- **Get a planner!** whether you prefer a paper planner or electronic, find a way to stay organized
- Don't be afraid to **ask questions**
- Get acquainted with the campus, **learn what's available to you**
- **Meet with your professors** and get to know them!
- **Check-in with your academic coach and advisor!** They are key players on your team
- Learn how to **manage your time**. It's easy to get caught up in the social aspect of college, make sure you prioritize what needs to get done, while also making time to engage
- **Take Breaks!** Studying and doing work is important, but don't overload yourself. It's okay to step away!
- Set **realistic time frames and goals** with your assignments, readings and prepping for exams
- If you are having a hard time, reach out. **Ask for help**, communicate your needs
- **Find what works for you!** You are one of a kind, what works for you may not work for others and vice versa. That's okay! Take your time, try things out and find what's right for you.
- **Get out there!** Regis has a ton of engagement opportunities. Get involved, you'll be happy you did!

FAMILY RESOURCES

Supporting your First-Gen Student: Family Involvement

- **Family are essential partners**
- **Understanding Resources**
 - **Financial**
 - **Academic**
 - **Health**
 - **Social**
- **Asking Questions & Seeking Information**
- **Staying Engaged: Parent Newsletter**
- **Using Your Voice**

TIMELINE STUDENTS EXPERIENCE FALL SEMESTER

AUGUST/SEPTEMBER

- Learning to navigate the virtual campus and adapting to new learning methods
- Students are figuring out their professors , their teaching styles and how to navigate the course material
- The first class may be more relaxed, but things are starting to pile up and your student may feel overwhelmed with academics
- Too much free time: check in with them about their time management refer them to seek assistance from their academic coach in the learning commons
- Encourage your student to get involved in clubs on campus, students who are involved on campus tend to thrive and have a better experience overall

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- They may be questioning their school choice during this first month, know that this is normal but also let them know that this is an adjustment period. They will find their fit
 - Experiencing a crisis of values as their beliefs may be challenged

October

- Midterm season! Stress management and handling feedback.
- Midterms or challenges in other areas, may cause your student to question whether they belong here or whether they chose the right major
- If they are still having a hard time making connections, give them a push to go out of their comfort zone or attend virtual campus events
- Your student may be experiencing procrastination symptoms , or allowing themselves to fall behind in courses
- Money management issues
- FAFSA applications open this month for next academic year, work with your student to apply early

November

- Your student may be questioning their major choice and exploring other options, this may cause stress/anxiety
- Registering for next semester courses
- Your student might not be in the best physical health from the stress or the change of season, encourage them to practice self care
- The pressure is on this month as students are preparing for assignments and exams before Thanksgiving Break, but they are also realizing that finals are fast approaching
- If your student let procrastination get the best of them or didn't reach out for tutoring, office hours, etc., they may be playing catch up at this point in the semester.

DECEMBER

- Stress and Anxiety over finals preparation and their exam schedule
- Doubts about academic progress over the semester and overall competence within their area of study
- Stress of balancing old and new relationships
- Potential anxiety over Spring semester their academic goals being different than when they left
- Time management at this point in the semester is challenged with end of semester celebrations, events and prepping for final exams and projects
- Your student may be questioning if they will be returning the next semester, either due to final grades or feeling as though they don't fit in. Encourage them to talk to their advisor or support systems.

5 TIPS TO SUPPORT YOUR STUDENT WITH REMOTE LEARNING

We understand how difficult it might be to support your student as they endeavor to learn remotely. As parents, many of you are probably juggling job responsibilities and the responsibility to support your student as they begin or continue their college career. So many terms and experiences might be unknown to you; however, we are here to support you during this process. Regis College is committed to providing our students with a rigorous, high-quality remote education as we safely transition back to campus. As we begin this process of online education, we wanted to share with you some of the most helpful tips in supporting your student this semester. Below you can find our top 5 tips for successful remote learning:

1. Make sure your student has access to the technology they need to succeed.
 - A stable and reliable internet connection
 - A laptop or personal computer for completing assignments
 - Access to Regis email, Moodle, and Zoom. If any classes require additional programs, this will be listed in the course syllabus.
 - If you are encountering difficulty with technology, your student can reach out to Information Technology Services. [Click here](#) for more information about remote support.
2. Support your student in setting (and keeping) a schedule
 - Your student should keep track of all of the times that classes are being held remote . We encourage them to use an agenda or the calendar feature on the Outlook Regis e-mail account.
 - "Synchronous" means that the entire class will meet together at a specific time using Zoom. Students are expected to attend all required synchronous sessions.
 - "Asynchronous" work is work that students can complete at their own pace, and may include individual and group work, discussion boards or other activities.
 - For each 3 credit, 8-week course, students should expect to spend up to 3 hours per week in "synchronous" remote class sessions (typically via Zoom) and an additional 10-15 hours per week completing course work on their own (asynchronous).
 - For students taking two 3-credit courses, this means 20-30 hours a week for study time. For students in three courses, this will mean 30-40 hours each week!

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- It is important that students have time to focus on their coursework, free of other responsibilities and distractions. While we know that this is not always possible, you can support your student by trying to ensure they have enough designated time set aside for learning and studying each day.
 - Encourage your student to meet with their professors during “Virtual Office Hours” if they have any questions. Meeting with their professors early in the semester can set them up to succeed. Professors all hold dedicated “Office
 - Hours” specifically to meet with students, offer extra support and answer any questions students may have.
3. Provide an environment conducive to learning
- We know this is not always easy, especially in the current COVID-19 environment when everyone is home and the house is full.
 - If possible, provide a dedicated quiet space with a good internet signal for your student to work.
 - If a quiet, dedicated space is not available, noise cancelling headphones or background music can help block out some of the other distractions.
 - There are apps available to help your student stay focused on their work and stay-off of social media. Scheduling media technology breaks (e.g. I will only look at my phone every 30 minutes) can help students to stay focused.
4. Encourage your student to use their academic support network
- Academic support services can help your student with time management and navigating the remote environment.
 - All students have been assigned an Academic Coach. Encourage your student to meet with their academic coach early in the semester to start off strong.
5. Ensure that your student knows about all the resources available, and feels empowered to use them.
- Below you can find a collection of the most helpful resources available to your student as they navigate remote learning.
 - Many terms might be new to your student as they transition from high school to college, give them this glossary of terms to help them become familiar with the new terms.