



## **Campus Resources and Services**

### **General Information/Questions**

(Contact: Academic Program Specialists at 941-359-4330)

### **Academic Advising**

(Contact: [sar-advising@usf.edu](mailto:sar-advising@usf.edu))

- Academic Advising continues to remain available for students virtually via Microsoft Teams or via phone. Students can make an [appointment via Archivum](#).
- Useful student academic links:
  - [S/U grading option](#)
  - [Withdrawal due to Exceptional Circumstances \(WE\)](#)
  - [Current Student Toolkit](#)
  - [How to find your registration date/time](#)
  - [How to use Degreeworks to search for classes](#)
  - [How to register for classes](#)
  - [How to add a course](#)
  - [How to verify your schedule](#)
  - [How to drop a course](#)
  - [How to navigate student schedule planner: Navigation document](#)

### **Career Services/Employment Assistance**

(Contact: Ben Hyland at [heins@sar.usf.edu](mailto:heins@sar.usf.edu) or Toni Ripo at [tripo@sar.usf.edu](mailto:tripo@sar.usf.edu))

- Please contact [Career Services](#) for assistance with finding employment or seeking job opportunities.

### **Counseling Services/Student Health Services**

(Contact: 941-487-4254)

- [Online counseling services](#) and tele-health services are available for students.

### **Financial Aid**

- Students can submit a [ServiceNow](#) request.
- For students who have an immediate need given an extenuating circumstance or exceptional hardship, contact Teeranai Ovathanasin at [tovathanasin@usf.edu](mailto:tovathanasin@usf.edu).

### **Health and Well-Being**

- Success and Wellness Coaching is available [remotely](#) across all three USF campuses.
- Recreation and Wellness group classes are available [online](#) via Instagram Live.

### **Information Commons**

(Contact: Office of Student Services at 941-359-4330 or Darren Gambrell at [dlgambre@sar.usf.edu](mailto:dlgambre@sar.usf.edu))

Free equipment loans are available to enrolled students for check-out via curbside delivery. Available equipment includes laptops, calculators (includes graphing, financial, and scientific calculators), and webcams

### **Interlibrary Loans**

(Contact: Jessica Szempruch at [jszempru@sar.usf.edu](mailto:jszempru@sar.usf.edu))

- All future loans of physical materials will be mailed directly to the patron's home from USF Tampa's ILL team. The procedure for requests is the same.

### **Library Services**

(Contact: Jessica Szempruch at [jszempru@sar.usf.edu](mailto:jszempru@sar.usf.edu))

- Remote appointments are available for research/library help and services: <https://jszempruch.youcanbook.me/>
- USFSM LibGuides are available 24/7: <https://usfsm.libguides.com>
- Required readings can be **scanned** from our Textbooks on Reserve Collection and PDFs emailed to you.
- Many textbooks are available in e-book format through [RedShelf](#) or [VitalSource](#) for free. Students only need to create a free account to access the books. This will help any students that don't have their textbooks at home. [Click here for more information](#)

### **Parental Support/Resources**

- How parents can [support their K-12 student](#) in online learning, plus additional resources and virtual field trips
- How to [talk to your child](#) about COVID-19, plus additional resources for parents and educators
- Meeting the [social and emotional needs](#) of a child during COVID-19

### **SOCAT/Students of Concern Referrals**

(Contact: Allison Dinsmore at [socat@sar.usf.edu](mailto:socat@sar.usf.edu))

- The Students of Concern Assistance Team (SOCAT) works with students who may be distressed or whose behavior is of concern to others. The main focus is to offer supportive intervention and guidance to any USFSM student who is having difficulty.
- This process should not be used in the case of an emergency or if there is a *threat to safety and/or life*. In such instances, 911 or University Police should be called.
- Please submit a student referral to the [SOCAT Referral Form](#).

### **Student Engagement**

(Contact: Kim Mones at [kmones@sar.usf.edu](mailto:kmones@sar.usf.edu))

- Please refer to [BullSync](#) for updates on remote/virtual programs and events.

### **Student Accessibility Services**

(Contact: Allison Dinsmore at [adinsmore1@sar.usf.edu](mailto:adinsmore1@sar.usf.edu))

- Students can request accommodations for both temporary and permanent disabilities. Please refer to the [SAS website](#) for further information.

### **Support-A-Bull Food Pantry**

(Contact: Bart Stucker or Allison Dinsmore at [SARsupportabull@usf.edu](mailto:SARsupportabull@usf.edu))

- Students can request for free supplemental food assistance by visiting the [food pantry webpage](#).

### **Technology Support**

- Microsoft Teams is available for free to students: <https://www.usf.edu/it/documentation/office365/0365-students.aspx>
- If a student is looking for assistance with navigating Canvas (operational not technical problems), they can email [ATLE@usf.edu](mailto:ATLE@usf.edu)
- The IT help desk has developed a [webpage for remote resources](#).

### **Veterans Success**

(Contact: Carlos Moreira at [cjmoreira@sar.usf.edu](mailto:cjmoreira@sar.usf.edu))

- Support for [military and veteran students](#) continue to be available.

## Non-USFSM / Community Services and Resources

### 2-1-1 United Way Help Line

[2-1-1](#) is a free service provided by United Way that connects area residents to critical health and social service resources when they need help, from help with a household bill, food assistance, or counseling for suicide prevention. If you or someone you know needs assistance, please reach out through calling, texting, chatting, or emailing.

- Call 2-1-1, available 24 hours a day, 7 days a week.
- Text your zip code to 898-211.
- Chat with a 2-1-1 operator: *Chatting and texting are available Monday to Friday from 10 a.m. to 6 p.m.*
- [Email an operator here.](#)

Contact 2-1-1 during a crisis for help with:

- Emergency shelters
- Food distribution centers
- Shelter & federal assistance
- Grief counseling
- Helping locate family members
- Clean-up crews
- Potable water, ice, food, etc.
- Elder services
- Youth and child care issues
- Emergency financial assistance

### Online Learning

Tips to Be A Successful Online Learner:

- [USF's Guidance on Managing Time and Stress during Online Learning](#)
- Treat online and on campus classes the same
  - Treat an online class the same way as an on-campus course.
  - Your professors will have work you'll do on your own time, as well as live, real-time lectures or discussions.
  - Be sure to dedicate the time necessary to do work on your own time.
- Stay Engaged – It might feel more challenging right now, but our goal is for students to stay connected and engaged with the campus, their classmates, advisor, and faculty.
  - Collaborate in online course discussions to better grasp the course materials and connect with classmates.
  - Set up a [Google Hangout](#) to have group discussions.
  - Request a virtual meeting with your professor if you have questions about the material.
  - Reach out to your professor if you are falling behind with the online coursework for any reason. It's better to get the help you need as early as possible.
- Time Management
  - Plan. Use a day planner or Google calendar to keep track of deadlines and assignments.
  - Create a daily and/or weekly schedule that includes online class time and study time.
  - Don't multi-task.
  - Set a timer. Using a timer or phone alarm for 25-40 minutes allows you to work uninterrupted for a scheduled period and will help you stay on track.
  - Review each course syllabus to ensure you stay on top of upcoming tests and quizzes.
- Practice mental wellness and avoid burnout
  - Take short 5-15-minute breaks after working on the computer for 25-40 minutes.
  - Move around and stretch.
  - Relax in ways that de-stress. Get a good night's sleep, 7-8 hours, every day.
- Staying focused and eliminating distractions will help you meet deadlines and avoid procrastination.

- Once again, set time aside each week as class time and study time.
  - Don't let Netflix, Amazon shopping, or YouTube distract you from meeting course deadlines.
  - Figure out what strategy works best for you.
- If you need help staying focused, consider creating lists using a project management tool, such as [Trello](#) or [Smartsheet](#), to help organize tasks.
  - If you prefer a traditional to-do list, then look at digital notebooks like [Todoist](#) or [Evernote](#).
  - [Cold Turkey](#) and [Freedom](#) can help eliminate distractions by blocking the apps and websites such as YouTube, Snapchat, and Twitter.
- Academic Advisor
  - Reach out to your advisor for guidance and support.
  - Advisors are available via email, phone, and Teams.
- Educational Environment
  - Wherever you choose to study, organize your space to help you focus on your studies, ensure reliable high-speed internet as best you can.
  - Earphones may be helpful if your professor posts a required course video to watch.
- Keep your device(s) charged!