**STUDENT & SUPPORT SERVICES**

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**Student Services**

**Academic Advising** ([http://access.ewu.edu/academic-advising](http://access.ewu.edu/academic-advising))

**103 Sutton Hall**

**509.359.2345**

Academic advisors will assist with academic planning, major exploration, prerequisite checking and identification of appropriate course sequencing. They also will refer to additional support services on campus as needed. The academic advisors in the Office of General Undergraduate Academic Advising provide academic planning assistance to all students who have earned fewer than 90 credits and who have not yet declared a major. Students who have declared a major receive academic advising from an advisor in that program or department.

Academic advising and a registration authorization are required for all students until sophomore status (earned 45 quarter credits). All other students are strongly encouraged to take advantage of academic advising to stay informed about changes in university and program requirements.

**Departmental Advising**

Undergraduates who have declared a major will be assigned a program advisor. See the information under **Declaring a Major and Minor** in this catalog. All undergraduates are required to declare a major by the time they have completed 90 quarter credits.

**Graduate Studies Advising** ([http://www.ewu.edu/grad](http://www.ewu.edu/grad))

**206 Showalter Hall**

**509.359.6297**

The Graduate Studies Office provides general information for prospective graduate students including anyone pursuing interdisciplinary studies at the graduate level. The Graduate Studies Office oversees all policies and procedures for graduate education and is the clearinghouse for admissions, candidacy, degree completion and academic appeals. Please see the general information on Graduate Studies in the front of this catalog for detailed information.

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**Dining Services** ([http://www.ewu.edu/dining](http://www.ewu.edu/dining))

**120 Tawanka Hall**

**509.359.2540**

Dining Services is a valuable partner in the daily life of the university community. We demonstrate through our operations the university’s commitment to a high quality, student-centered learning environment focusing on product quality and service. We provide freshly prepared, nutritious food that offers good value in convenient locations. Dining Services provides an extensive menu, which includes a variety of tasty and nutritional choices to our diverse student body at reasonable and affordable prices.

**Tawanka Main Street Dining:** Truly the diners’ express lane to All You Care to Eat selections including deli sandwiches and Asian food bar.

Open Monday through Friday for lunch and dinner and Sundays for brunch.

**Baldy’s Food Court:** located in the PUB on the second floor, this location has a variety of food offerings throughout the day including a vegetarian food bar and grill, as well as stir fry, pizza and Mexican favorites daily.

**The Eagle Express Market:** located on the first floor of the PUB, our campus convenience store is filled with personal care items, and beverage and food selections.

**The Roost:** located in the Recreation Center, featuring northwest fresh cuisine with EWU flair, this location will have an ever changing menu built around some bistro style classics. All served up in an atmosphere of fun with plenty of sights, sizzles and sounds that make this a one-of-a-kind dining location.

**Swoop’s:** located on the first floor of the PUB, Swoop’s serves up sub sandwiches, burritos and popular grill items.

**The Brickhouse Deli:** Dining Services newest operation, located a few blocks off campus in the heart of downtown Cheney. We are proud to serve the Eastern and Cheney community fast, fresh, reasonably priced sandwiches. Enjoy the relaxing bistro atmosphere while you study or warm up next to the fireplace during the winter months.

**Thirsty Minds Espresso Bar:** located in the JFK Library Lobby and offering Craven’s Coffee espresso drinks and fresh bakery treats.

**PUB Eagle Espresso Company and Freshens Smoothie Bar:** featuring Starbucks espresso drinks and Freshens fruit smoothies throughout the year.

**Tawanka’s Beverage, Bakery & Bistro:** serving up Seattle’s Best espresso beverages, fresh fruit, grab and go and bakery product displays, and custom blended smoothies and ice cream treats.

**Tawanka Business Office:** home of Eagle ID Card Services, Dining Plan Management and the **Thinking Of You** Gift Program.

**EWU Catering Services:** Our philosophy is that high quality cuisine combined with beautiful, creative presentation and impeccable personal service is something that every client deserves. Customer service and satisfaction is of utmost importance to us at EWU Dining Services. That service begins with attention to detail—whether it is listening to a client’s desired menu while being sensitive to their budget or checking the freshness of each food product that is purchased. It continues by inspection to insure the quality and presentation of each finished dish as it leaves the kitchen.

Dining Services also focuses on our environment by using earth friendly disposables and by our use of organic and all natural products. We have eliminated products that contain trans-fat ingredients from our operations and continue to incorporate the current trends in the food service industry.

Note: EWU Dining Services operations utilize full production kitchens. These facilities may contain: dairy, eggs, fish, peanuts, shellfish, soy, tree nuts, sesame and wheat. If you have a food allergy or intolerance to any of the above listed items or any other dietary concerns, please contact a Dining Services representative with any questions or concerns.

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[Eastern Washington University](http://www.ewu.edu)
Disability Support Services (http://access.ewu.edu/disability-support-services)
121 Tawanka Hall
509.359.6871

Providing equal opportunities for students with disabilities at Eastern Washington University is a campus-wide responsibility and commitment.

In accordance with Section 504 of the 1973 Rehabilitation Act, the Washington State Law Against Discrimination and the Americans with Disabilities Act, the Disability Support Services Office (DSS) facilitates reasonable accommodative needs of all self-identified students with documented disabilities.

To qualify for service through the DSS Office, students must self-identify, provide documentation of disability and complete an intake interview with DSS personnel. DSS staff will then assist with determining individual needs and provide timely and effective accommodations.

Financial Aid and Scholarships (http://www.ewu.edu/financialaid)
102 Sutton Hall
509.359.2314
Fax: 509.359.4330

Eastern Washington University provides financial assistance to eligible students in the form of scholarships, tuition waivers, grants, work study and loans. Approximately 75 percent of Eastern students receive some form of financial aid. Detailed, up-to-date information for all students is available at Financial Aid (http://www.ewu.edu/admissions/financial-aid).

Student Employment (https://access.ewu.edu/student-employment) (https://access.ewu.edu/student-employment)
303 Sutton Hall
509.359.2525
fax 509.359.6262

Many students supplement their income and gain valuable work experience with part-time employment. Student Employment assists students interested in finding part-time or full-time jobs to assist in paying for their college and living expenses:

- On-campus
- Off-campus
- Summer positions
- Work Study (awarded by Financial Aid as part of student’s financial aid package.

Search for student employment through EagleAXIS (http://www.ewu.edu/community/career-services/eagleaxis).

Housing and Residential Life (http://www.ewu.edu/housing)
1027 Cedar Street
509.359.2451 or 800.583.3345

Living on campus completes the college experience! Residents can get involved in hall government, have quick, convenient access to the entire campus and best of all, can share problems, successes, frustrations, joys, insights and questions with roommates and neighbors. It is also a great way to learn about other lifestyles and cultures right where you live. You’ll never feel lonely when living on campus because there is always someone to talk to or someone to eat dinner with!

Residence Halls

With seven residence halls, and a variety of dining options, Eastern offers something for everyone.

Anderson, Brewster, Dressler, Dryden, snyamnmcut (pronounced sen-yam-en-sut, is a Spokane Salish word meaning place of gathering and is not capitalized), Pearce and Streeter are available for single students without dependents. We offer a variety of living arrangements including all female/all male floors, extended quiet hours floors and Living Learning Communities where students with similar interests live together and collaborate with faculty and staff in environments outside the classroom. All rooms have Internet access and cable television. A meal plan is required.

Application Procedures

Visit (http://access.ewu.edu/housing) housing to learn more about your living options, the contractual agreement and for complete information about each hall.

The process begins with payment of a non-refundable housing application deposit. To pay your non-refundable housing application deposit and apply visit housing (http://access.ewu.edu/housing).

Room Assignments

Our first round of room assignment notifications will be sent in early July for applications received by July 1st. Additional assignment notifications will be sent approximately every 3–4 weeks thereafter. Room assignment notifications will include each roommate’s name, phone number, email and assigned roommates are encouraged to get acquainted before fall term. In most cases, students can see a room similar to theirs during summer firstSTEP programs. Move-in begins the Friday before classes begin (9 a.m.–5 p.m. daily).

Contract and Rate Information

Fees for residence hall accommodations and meal plans for the academic year are payable quarterly along with tuition and fees. The housing contract is an academic year contract, meaning students are committing to live on campus fall, winter, and spring quarters. Bonuses are available for those submitting their application by May 15. Please visit (http://access.ewu.edu/housing) for specific room and board rate information.

Graduate Student and Family Housing

Single graduate students may live in the residence halls. The north wing of Dryden Hall is popular with some graduate students because it has single rooms for those 21 and over. Anna Maria Apartments, Holter House and Townhouse Apartments are available to our married students, students with children and domestic partnerships. Additionally, Holter House and Anna Maria apartments are available to single graduate students. These are all unfurnished apartments and no meal plan is required. Application for apartments should be made at least six months in advance since waitlists are common. For apartment information and
application, visit (http://access.ewu.edu/universityapartments), contact us via email (apartments@ewu.edu) or call 509.359.2452.

New Student Programs (NSP) (http://access.ewu.edu/nsp)
322 PUB
509.359.6843
email (nsp@ewu.edu)

New Student Programs (NSP) serves freshmen, transfer, non-traditional and international students in transition. It is the goal of NSP to help students prepare to transition both academically and socially. This goal is met through several of the programming initiatives supported by NSPs: firstSTEP, New Student Orientation and Welcome Week, Orientation Leadership Development, EWU Transitions Center, and New Student Seminar Transition Courses. For more information call, write or visit New Student Programs (http://access.ewu.edu/nstpp), 322 PUB, Cheney WA 99004, 509.359.6843.

firstSTEP Academic Orientation Undergraduate

firstSTEP is a summer academic orientation program for all new students: freshmen, transfer, non-traditional and international that highlights various areas such as understanding the mission of EWU and the university’s expectations; meeting with academic advisors for advising and registration; providing information concerning academic policies, procedures, requirements and programs; helping students and their families develop positive relationships with faculty, staff, administration and peers in the campus and surrounding community; and engaging with faculty and staff through the Eastern Spotlight event held during firstSTEP. For more information call, write or visit the Office of New Student Programs (http://access.ewu.edu/nstpp), 322 PUB, Cheney WA 99004, 509.359.6843.

New Student Orientation and Welcome Week

The mission of New Student Orientation is to provide new incoming students to Eastern Washington University with guidance, positive role models, knowledge and understanding of what EWU has to offer. Students will transition and participate in orientation activities as a global and diverse community. For more information call, write or visit the Office of New Student Programs, 322 PUB, Cheney WA 99004, 509.359.2034, W (http://access.ewu.edu/nstpp/www) Welcome Week.

Student Financial Services (SFS) (http://www.ewu.edu/sfs)
202 Sutton Hall
Riverpoint Phase One Bldg.
509.359.6372 or 509.828.1395

The Student Financial Services Office assists families with making payments for tuition, refunding excess financial aid, setting up direct deposit and answering billing questions. SFS also assists with payment plan options, third party reimbursements and guaranteed tuition plans. There are two offices available to assist students; the EWU Spokane, Riverpoint campus and the main campus in Cheney. For more information visit us online (http://access.ewu.edu/student-financial-services).

Tuition Pay (Tuition Payment Plan)

Eastern Washington University offers a tuition payment plan administered by Sallie Mae®. Payment plans are convenient, manageable payment solutions that give you the option to pay tuition in interest-free monthly installments, rather than one lump sum. You can also use a plan in conjunction with traditional student loans and financial aid.

Tuition payment plans offer you the opportunity to pay your tuition, interest free, in 11, 10 or 9 payments, beginning June 1, July 1 or August 1 respectively. These plans cannot be used to pay prior balance university debts. Enrolling in a tuition payment plan is easy, follow the Tuition Payment Plan link at S (http://access.ewu.edu/student-financial-services) student Financial Services.

Third-Party Billing

If a government agency, military, program or company is paying for your tuition and fees, Student Financial Services can assist you in setting up 3rd party billing arrangements.

Students who are sponsored by a third party may request billing to the sponsor by submitting a written authorization for tuition, fees and other educational expenses. Sponsor invoicing occurs once per term. Sponsor payments must be received for the current term in order for students to be eligible to continue enrollment in subsequent terms.

In any sponsor billing arrangement, the student is ultimately responsible for payment of university charges. If a sponsor fails to pay any amounts invoiced, those original charges are returned to the student account with appropriate late penalties assessed.

Students or sponsors may submit billing authorization forms to the following: Student Financial Services, Attn: Third-Party Billing, 202 Sutton Hall, Cheney, WA 99004 or by fax to 509.359.4832.

Complete arrangements for sponsor billing must be made prior to the statement due dates to prevent late payment penalties. For assistance, call Student Financial Services at 509.359.6372.

Other Refund Information

Non-financial aid credits will remain as credit balances for future quarter charges unless a refund is requested. All refunds resulting from enrollment changes will be subject to a processing fee, if not signed up for direct deposit.

T.O.Y. (Thinking of You Gift Program) (http://www.ewu.edu/toy)
120 Tawanka Hall
509.359.2836

EWU’s Thinking of You program is a great on campus gift delivery program. Easy to use and reasonably priced, it offers free delivery of gift packages, balloons, gift mugs and fresh bakery items to EWU residence halls and campus offices. View our seasonal gift selection in 120 Tawanka Hall, the Thinking of You brochure or online. Establish orders two days before desired delivery date. We offer daily deliveries Monday through Friday, 8 a.m.–5 p.m., throughout the academic year.

University Facilities
The Student Services located in the EWU Center provides a wide range of services for students enrolled at any Eastern Washington University campus or those considering admission to EWU. Many services available through Records and Registration and Student Financial Services are available at this convenient location.

Fine Arts and Music
119 Music Bldg.
509.359.2241

Eastern's fine and performing arts facilities are important resources for students in art, music, theater and electronic media programs as well as for students in other disciplines and community members who want to experience the arts.

- Changing exhibitions of local, regional and national artists are featured in Art Department galleries on the Cheney campus, the Gallery of Art and the Photography and Print Gallery. Student work is shown in the Student Gallery in the Art Department.
- Musicals, plays and other dramatic productions are presented regularly at the University Theatre and in Showalter Auditorium.
- The renovated Showalter Hall Auditorium and the Music Department’s Recital Hall are the venues for concerts, recitals and other music productions as well as master classes and performances by visiting artists.
- The Electronic Music Studio provides up-to-date resources in music synthesis, MIDI-assisted recording and printing as well as computer-aided instructional tools for students in composition, performance and music education.
- The Fine Arts Digital Lab offers state-of-the-art hardware and software for digital, visual, filmic and musical composition and editing.

The Pence Union Building (http://access.ewu.edu/pub)
212 PUB
509.359.7921

The Pence Union Bldg., or PUB, provides a variety of services, conveniences and amenities, including:

- Free telephones for Cheney and Spokane calls
- Computer Lab
- Complete travel agency
- Hair styling salon
- ATM
- Pool table
- Bookstore for textbooks, trade books, school supplies, EWU clothing, gifts, cards, and computer software.
- A cyber-cafe and Rendezvous room for computer work stations, gaming and a pool table.
- Food services, including Baldy’s, Swoop’s Smoothie Bar, Thomas Hammer Coffee and other unique concession stands.

University Recreation Center (http://www.ewu.edu/recreation/recreation-facilities/university-recreation-center-%28urc%29)
119 URC
509.359.4026
email (urc@ewu.edu)

The University Recreation Center features:

- Multi-purpose arena that is an ice rink from June–March and basketball courts from April–June.
- A two-level 17,000 sq. ft. fitness center
- EPIC Adventures for all of your outdoor trips and rental gear
- 30’ indoor climbing wall
- 200 meter running track
- Gymnasium with basketball and volleyball courts
- Club Sport Federation Office
- Ice rink (June–March)
- Health, Wellness & Prevention Office
- An indoor parking garage
- The Roost dining area

University Services

Bookstore (http://www.bookstore.ewu.edu)
152 PUB
509.359.2542
Customer Service 509.359.2826

The University Bookstore rents and sells textbooks for both Cheney and Spokane courses. A wide variety of other products are available including: EWU emblematic clothing and gifts, school and art supplies, general interest and reference books, greeting cards, gifts, health and beauty aids and snack foods. The Customer Service desk located inside the Bookstore sells tickets for various campus events and provides locker and table rentals in the PUB.

Childcare at the EWU Children’s Center (http://access.ewu.edu/sa-budget-services/children-center)
923 Washington St.
509.359.2025 or 359.2023
Fax: 359.2027

Eastern Washington University is committed to and proud to have an on-campus childcare program serving the childcare needs of the university community. The EWU Children’s Center, which is managed by the YMCA of the Inland NW, offers a developmentally appropriate, child-centered educational program for the children of EWU students, faculty and staff. The center is currently licensed for 194 children ages six weeks to ten years of age and operates Monday–Friday 7:30 A.M.–6 P.M. The EWU
Children’s Center offers flexible scheduling and childcare subsidy for eligible students.

**Comprehensive Health & Wellness Program** ([http://www.ewu.edu/goodchoices](http://www.ewu.edu/goodchoices))

201 URC  
509.359.4279

The Comprehensive Health & Wellness Program is an all-inclusive approach to student physical and mental well-being. This approach brings together the student health clinic services provided by Rockwood Clinic, health and wellness education and outreach, and counseling and psychological services (CAPS). Students will have access to basic level of ambulatory health clinic services at any Rockwood Clinic location in Cheney and the Spokane region. Students will also have access to individual and group counseling, wellness programs and outreach, and peer education services at no additional cost.

**Please Note:** Students taking less than 6 credits can request voluntary participation in the program in order to have access to these services. Students have until the 10th day of the quarter to request and pay for the services.

**Summer Students:** Summer students do not automatically participate in this program! These services are not included as part of summer tuition and fees, therefore the services are not automatically charged in the summer. Students requesting services must either be registered for classes or be a continuing student in the fall quarter. Summer students must voluntarily pay the fee to use the health services. The fee must be paid by the 10th business day of summer quarter.

Please contact Health, Wellness & Prevention Services at 509.359.4279 or Counseling and Psychological Services at 509.359.2366 for additional information. Recommended immunizations: Eastern Washington University does not currently require written documentation of student immunization status. We do encourage all students to conform with college health recommendations, which include up-to-date immunization status for the following:

- Measles/Mumps/Rubella (MMR) 2 doses  
- Td/Tdap  
- Polio  
- Hepatitis A and B  
- Influenza  
- Varicella (Chickenpox)  
- Meningococcal Quadrivalent Polysaccharide (Bacterial Meningitis)  
- HPV (Human Papillomavirus) Male and Female

Recommended Adult Immunization Schedule, by Vaccine and Age Group United States, 2014, Center for Disease Control.

**Counseling and Psychological Services (CAPS)** ([http://access.ewu.edu/caps](http://access.ewu.edu/caps))

225 Martin Hall  
509.359.2366  
CAPS at Riverpoint—509.828.1398

An important feature of Eastern’s student support services, CAPS is designed to help students cope with some of the common frustrations and stresses of college life. CAPS offers individual and group counseling for enrolled EWU students. Walk-in counseling, referrals and consultation services are offered free of charge to the university community. Our staff of psychologists, counselors and graduate trainees is prepared to help with such concerns as anxiety, depression, family problems, relationship difficulties, sexual questions and uncertainties about personal values and beliefs.

CAPS is not a place that hands out pat answers or ready made solutions. Rather, it is a place where a student can discuss concerns in a comfortable and confidential setting. New understandings and insights may then be translated into a plan for action and change.

**Eagle Card (EWU ID Card)** ([http://www.ewu.edu/eaglecard](http://www.ewu.edu/eaglecard))

120 Tawanka Hall  
509.359.6184

New EWU students are allowed an Eagle ID Card following completion of their registration for classes. A photo ID and proof of enrollment must be provided before an Eagle Card can be issued. The first card is free of charge. A $25 replacement fee is applied for lost, stolen or damaged card. The card is electronically updated each quarter.

Students who do not re-enroll are advised to retain their ID card, or they will be assessed the $25 fee for a new card upon return to EWU.

Students are personally liable for all obligations incurred by the use of their Eagle ID Card. Report lost, stolen or found ID cards immediately to the Tawanka Business Office, Monday–Friday between 8 a.m.–5 p.m.

**HOME (Helping Ourselves Means Education)** ([http://www.ewuwgs.com/h-o-m-e-program](http://www.ewuwgs.com/h-o-m-e-program))

207C Monroe Hall  
509.359.4237

HOME is a networking program for low-income, non-traditional student parents. Several times each quarter, HOME students organize Eagles and Eagles activities that students can do with their children. Their office maintains a resource referral database on housing, childcare, scholarships and community services, as well as campus resources. They also offer childcare scholarships to help students pay for daycare expenses. Every fall, the HOME program sponsors the Giving Tree, a holiday resource for low-income EWU students. Any student not knowing what to do with books not eligible for the bookstore buyback can donate books to HOME as part of an ongoing fund-raising book drive. For more information about HOME, please go to their blog ([http://ewuhomegroup.blogspot.com](http://ewuhomegroup.blogspot.com))

**Parking** ([http://access.ewu.edu/parking](http://access.ewu.edu/parking))

131 Tawanka Hall  
509.359.PARK (7275)

Parking at Riverpoint: permits available through WSU Bookie—314 South Campus Facility.

Permits for on-campus parking are obtained at 131 Tawanka Hall. Parking permits are required to park in any on-campus lot. Space is limited so apply early. Metered parking is also available. Please call the parking office for specific information on the availability of visitor or disability parking space. The P-12 lot located behind Roos Stadium
is a free parking lot except for special events days. Parking Services, 509.359.7275.

University Police (http://access.ewu.edu/police)
101 Red Barn
509.359.7676

For emergencies call 911.

The University Police Department is located at 7th and Washington in the Red Barn.

Officers are on duty 24 hours a day seven days a week. University police officers can be contacted 24 hours per day by calling 509.359.7676.

The university police officers are commissioned and have the authority to enforce all local, state or federal laws.

The administration office for the University Police Department is open to the public during regular business hours, Monday through Friday. You can call 509.359.6310 to speak to someone in police administration.

Some of the services provided by the University Police:

• vehicle jumps
• vehicle unlocks
• lost and found
• fingerprinting
• weapons storage (for students that live on campus)
• crime prevention awareness training
• alcohol/drug awareness training

Veterans Resource Center (http://access.ewu.edu/veterans-services)
122 Showalter Hall
509.359.7040

The Veterans Resource Center provides critical services and support for our veterans: active-duty, National Guard and Reserve military personnel, their spouses and dependents. The Center assists our veteran students as they transition back into civilian life and learn to navigate the university system. The Center supports the unique recruitment, retention and educational needs of students whose lives are inextricably connected to the military.

The Veterans Resource Center provides

• GI Bill benefits
• admissions and financial aid counseling
• targeted recruitment
• academic and personal advising
• liaison with disability services
• referrals to campus support services
• specialized tutoring
• support for veterans student club
• activities for veteran and military students and their families
• public presentations and speakers
• workshops for veteran and military students

The Veterans Resource Center also provides a space for veterans to socialize, a computer lab and conference/workshop space.

EWU expects to increase the number of student veterans utilizing GI benefits each year, and to see a student retention rate among veterans that exceeds the general student population.

Providing education to the wider community is also a mission of the Center, as it aims to organize discussions and symposia on such topics as best practices for supporting military service members and serving veterans in higher education.

The Center staff includes a director, an academic advisor, a financial aid specialist, VA work study students and faculty liaisons.

The Veterans Resource Center facilitates faculty liaisons in each college to ensure effective communication and coordination with those EWU departments and staff that regularly interact with veteran and military students.