
NJCU FAQ SYSTEM

Student Services Category

*Dean of Students Office, Campus Life, Athletics, Health & Wellness,
Counseling Center, TLC, Children's Learning Center, Women's Center,
Campus Housing & Residence Life, and Meal Plans*

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Student Services

Dean of Students Office, Campus Life, Athletics, Health & Wellness, Counseling Center, TLC, Children's Learning Center, Women's Center, Campus Housing & Residence Life, and Meal Plans

There are no articles in this category.

Campus Life

What is the Office of Campus Life?

The Office of Campus Life exists under the Division of Student Affairs at New Jersey City University and supports the initiative of "students first," helping and guiding our students from Freshman Orientation to Graduation. Our office coordinates multicultural, academic, social, and experiential learning activities. We are also responsible for community service and volunteerism, leadership development, and more.

What services does the Office of Campus Life provide?

The Office of Campus Life provides many services for the NJCU community. We are in charge of scheduling and maintaining the in-house spaces, conference rooms, multipurpose rooms, etc. of the Gilligan Student Union Building. We also facilitate various activities of student development, as well as collaborate with other departments and student organizations to ensure the best events and experience for the students and entire NJCU community.

How can I contact the Office of Campus Life?

The Office of Campus Life is located in the Gilligan Student Union Building, Room 111 and can be reached at 201-200-3585.

What volunteer opportunities are available for students?

The Office of Campus Life has many opportunities to sign up and volunteer for community service all year long. Sign-up sheets are located in our office in GSUB 111, as well as on our website www.njucampuslife.com.

Where can I find more information about the Office of Campus Life, activities, etc.?

Information about campus activities,

community service, leadership opportunities, academic workshops, etc. can be found in our office in GSUB 111, as well as on our website www.njcu-campus-life.com.

Can I get involved with clubs/student organizations from Campus Life?

The Office of Campus Life encourages students to get involved outside of the classroom, and we are always willing to work with students to make their college experience better. However, the best way to get involved with student clubs/organizations is to reach out to NJCU's Student Government Organization, located in GSUB Room 125.

Campus Housing and Residence Life

Does NJCU have on-campus housing?

NJCU offers extensive resources for every student, whether they choose to live on campus or commute. In addition to social organizations and clubs, students are afforded access to academic advising, career planning and placement, and special needs support in various University centers.

Students can live in one of three residence halls and enjoy the opportunity to experience campus life, meet new people, and learn in a multicultural environment outside of the classroom. The residence halls are conveniently located near classes, the library, the athletics and fitness center, and campus events. Housing is available for all interested students.

Each student residence hall offers staff coverage, 24-hour security, on-site laundry, kitchen facilities, study lounges, computer labs, and online computer capabilities. Meal plans are provided and campus-housing residents are welcome to participate in a variety of educational, community service, and recreational programs offered by the Office of Residence Life.

Office of Residence Life and
Housing:
201.200.2338

reslife@njcu.edu

Meal Plans

Does NJCU offer meal plans for students?

NJCU's food service provider, Gourmet Dining, offers resident and commuter students a delectable array of choices at three

locations.

The dining services meal plan is mandatory for all resident hall students and begins with dinner on the first day of check in. Meals are served seven days a week, except on major holidays when the University is closed (e.g., Thanksgiving and Christmas). Commuters can select from two meal plan options, if they so choose.

For more information please visit: <http://www.njcu.edu/campus-life/campus-dining>

Athletics

Where can I find more information on NJCU's athletic program?

All information on NJCU's athletics and intramurals program can be found on the official athletics website, NJCUGothicKnights.com.

Additionally, please follow NJCU Athletics on Social Media:

Twitter: @NJCU_Athletics Facebook: <https://www.facebook.com/NJCUGothicKnights>
Instagram: @NJCUGothicKnights YouTube: <https://www.youtube.com/NJCUGothicKnights>

Children's Learning Center

Does the University offer child care services?

Please visit the Children's Learning Center web site for more information on child care services that are available.

Counseling Center

Are counseling services available?

Yes. The Counseling Center offers currently registered students FREE and CONFIDENTIAL services. Individual and couples counseling and support groups are available to address personal, social, academic and vocational concerns. Students are provided up to 12 sessions per academic year (September 1 - August 31).

Health and Wellness

Does NJCU have a health center for students?

Yes, Please visit the Health and Wellness Center web site for more information.

Does NJCU offer student insurance?

NJCU does not offer student insurance. Students who wish to purchase health insurance are encouraged to visit the following website to learn about their health insurance options: www.healthcare.gov.

Dean of Students

If I am academically suspended from the University, may I appeal the decision?

If your letter indicates that you are academically suspended from the university, you may write an appeal letter by the deadline specified in your suspension letter. If your letter indicates that you have been academically dismissed from the university, you are not eligible for an appeal as a second dismissal is a final dismissal from the university.

If I am accused of violating the Code of Conduct, will my parents be notified?

All disciplinary files are protected under the Family Educational Rights and Privacy Act (FERPA). New Jersey City University does not disclose information regarding disciplinary hearings/situations with parents/guardians, lawyers or other third party members without your written permission to do so. The University has the right to inform appropriate university personnel about the violation and the sanction(s) as it relates to the personnel's administrative function at the university.

How do I withdraw from classes?

You may drop classes during the add/drop period as specified through the Registrar's Office. Once the add/drop period is over, you may withdraw from classes during the withdrawal period by applying for a withdrawal through the Registrar's Office. There are special withdrawal procedures for athletes and other students who participate in a grant-funded program (i.e. TLC, OSP, etc.).

If my appeal is denied and I am not reinstated, what does that mean?

You must wait one, full academic year (two semesters, not including summer sessions) before reapplying for admission to the university.

If a complaint is filed against me, what should I do?

If a complaint is filed against you, the Office of the Dean of Students will contact you with an official notice of charges which explains in detail the allegations be made. You will be given a date by which you must respond to the notice of charges, at which time a meeting will take place and a written statement will be taken. If you chose not to respond to the allegations then the Office of the Dean of Students will resolve the matter without your input.

If I am accused of violating the code of conduct, will anything appear on my transcripts due to this incident?

Individual student disciplinary records are kept confidential and disciplinary information does not appear on the academic transcript. However, disciplinary records are a part of a student's record, should such a file be requested by authorities. (i.e., subpoena). Student disciplinary records are generally not shared during background checks unless the student was involved in an especially egregious violation of the Student Code of Conduct.

If I am on academic probation, what grades do I need to be in good academic standing with the university?

Please refer to the Academic Standards Policy. It outlines the minimum grade point average(s) needed with regard to the number of credit hours attempted.

What is a sanction and what is the purpose of sanctioning students who have violated the Code of Conduct?

At New Jersey City University, we aim to promote civility, respect, and integrity, provide a safe environment for the university community, and address behaviors that contradict the expectations and philosophies of NJCU. Sanctions are the outcomes or consequences resulting from a violation in which a student is found responsible for violating the Code of Conduct. The purpose of sanctions is to provide students with an opportunity to learn from their experience, provide restitution (in some cases) and bring greater awareness of the impact of choices on themselves, others, and the campus community.

Sanctions can range from a warning, to mandated community service or in worst case scenarios suspension or expulsion.

How do I file a complaint?

You can visit the office of the Dean of Students to file a formal, written complaint and/or report a violation of the Code of Conduct. You can also download the Incident Report Form and mail it to the Office of the Dean of Students. In addition, you have the option of completing the report online and emailing it to deanofstudents@njcu.edu .

Please be advised that if you are filing a complaint against a professor regarding a grade, those complaints must be forwarded to the department/college in which the professor is an instructor. For example, if a student received an "F" in Political Science 101, and wanted to appeal the grade, the student should speak with the professor first. If s/he cannot reach an acceptable agreement with the professor and would like to continue the appeal, the student must makean appointment to see the Chairperson of the Department. If satisfaction is not reached at this level, the student

must go to the appropriate Dean, which in this case, is the Dean of the College of Arts and Sciences.

How long can I be absent from my classes?

It depends on your circumstance. Depending on the issue, usually students are absent from classes for three days. After being absent for three days, students should notify the Office of the Dean of Students with regard to their circumstances .

If I've notified the Office of the Dean of Students, should I still notify my professors?

Yes. It is advisable that you inform your professors of the circumstances as soon as possible. You'll need to have a discussion with them anyway to discuss what coursework you'll miss that needs to be made up. The Office of the Dean of Students will send a letter notifying your instructors of the expected absence, but it is your responsibility to ensure that you have made arrangements to complete the coursework.

If I want to withdraw from classes due to a medical issue, what should I do?

The Director of Counseling and Psychological Services oversees medical withdrawals. You will need to contact that office directly at 201-200-3165, speak with the director and provide him/her with the necessary documentation confirming your medical condition. The Director of Counseling & Psychological Services will then make a determination as to whether your request is accepted or denied.

What is the academic appeals process?

A student who is academically suspended from the University for the first time will receive a letter of notification regarding the suspension. The suspension letter will identify deadline dates for appeals as well as specify when the Academic Appeals Committee will meet to review the transcripts and discuss the appeal letters. Once an appeal letter is submitted by the specified deadline, the student is in the appeals process. After the committee meets to discuss the appeals, they make a recommendation to the Dean of Students as to which students should be reinstated and which students should be denied reinstatement. The Dean considers the committee's recommendation and makes a final decision. The students are notified in writing of the final decision.

How can I become a student leader?

There are many opportunities for student leadership on campus. You may be interested in joining a club and/or organization with the Student Government Organization. Also, many committees need student participation. In addition, if you are a freshman, you can apply for the Sword and Shield Leadership Society . If you are Junior, there's College Leadership New Jersey, and the list goes on and on! There are many other opportunities for you at NJCU! If you'd like more information, please contact our office at 201 200 3525 or via email at deanofstudents@njcu.edu, for a list of other possible leadership opportunities.

I want to get a state job (i.e., police officer), but the employer requests academic and disciplinary information from the Dean of Students. What

should I do?

You must sign a waiver and give it to the employer who will request information from the Dean of Students. The employer must attach the waiver to the request in order to obtain the information. If you don't see a question listed that you'd like to know the answer to, please call the Office of the Dean of Students at 201-200-3525 or visit us at the Business Development Incubator, GSUB 127.

TRiO Learning Community Program

Does NJCU have programs that provide support services to low-income, first generation students and/or students with disabilities?

yes, please visit the TRiO Learning Community program website for more details.

Speicher-Rubin Women's Center for Equity and Diversity

Does NJCU offer services and programs related to cultural diversity, sexual and domestic violence prevention, the LGBTQ+ community, equity for women, as well as all underrepresented groups?

Yes, please visit the Speicher-Rubin Women's Center for Equity and Diversity website for more information.