

Slaton Early College High School



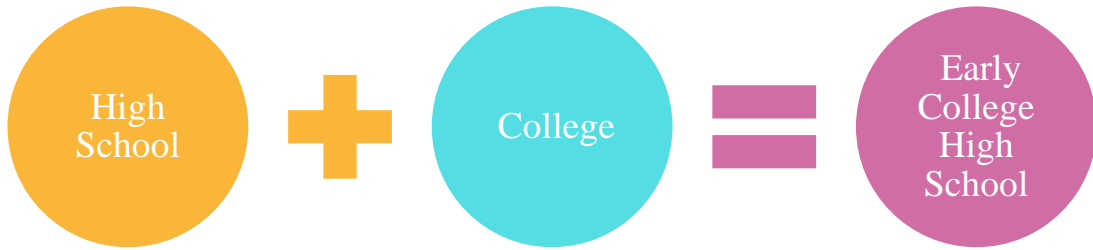
Handbook

TABLE OF CONTENTS

WHAT IS AN EARLY COLLEGE HIGH SCHOOL (ECHS)?	3
ARE DUAL CREDIT AND ECHS THE SAME?	3
ECHS DESIGNATION	4
EARLY COLLEGE HIGH (ECHS) SCHOOL PROGRAM OVERVIEW	5
CORE CURRICULUM.....	6
ECHS COURSE ALIGNMENTS	8
ECHS COURSE ALIGNMENTS CONTINUED.....	9
POSSIBLE COURSE OFFERINGS	9
IS MY CHILD ELIGIBLE?	9
MANDATORY PRE-ASSESSMENT ACTIVITY	11
STUDENT GUIDELINES & PARENTAL CONSENT FOR ECHS PROGRAM PARTICIPATION	12
PARENTAL INVOLVEMENT	14
THE UNIVERSITY OF TEXAS OF THE PERMIAN BASIN CAMPUS MAP	15
DROPS, FAILURES, & ACADEMIC PROBATION	16
ACADEMIC PROBATION	18
FAILING OR WITHDRAWAL FROM A COURSE.....	18
ECHS COMMITTEE FOR THE 2017-17 SCHOOL YEAR.....	19
UTPB STUDENT SERVICES	20

UTPB Student Services

Resource Center	Services Provided	Contact Information
Dual Credit Coordinator	Assist schools with registration. Assist students with support services such as: tutoring, SI tutors, online writing center, online library, early alert and provide grades to counselors. Provide assistance with TSI testing.	Dual Credit: Heather Cress Phone #: 432-552-2106 cress_h@utpb.edu Room #: MB 4118
Continuing Education/Outreach Office	Assist students with support services such as: references to SI tutors, online writing center, online library or any student issues that may arise.	Director: Ray Lascano Phone#: 432-552-2555 lascano_r@utpb.edu Room#: MB4118
Success Center Online Writing Center (OWL)	OWL is an online paper critiquing service by email. The student may go to UTPB.edu and type OWL in search box for instructions. http://ss.utpb.edu/success-center/online-writing-lab-owl/	Phone #: 432-552-3350 Room #: MB 2215 writingcenter05@gmail.com
Success Center Supplemental Instruction	Tutoring, re-teaching of specific courses for various courses (call for list of courses)	Coordinator: Ruth Hudnall Phone #: 432-552-3350 Room #: MB 2215
Success Center Math and Science	Tutoring in various math and science courses. Times: M-Th 8 – 8, Fri 8-5, Sat. 10 – 3.	Phone #: 432-552-3350 Room #: MB 2215
Success Center	Specialized tutoring and note taking skills. http://ss.utpb.edu/success-center/	Phone#: 432-552-3350 Room#: MB 2215
Smarthinking Online Tutoring	Tutoring in various subjects through online chats and emails.	Sign up through your campus connect account or login to your blackboard account to find instructions to create your smarthinking account. https://www.smarthinking.com
Help Desk	Provides assistance to students enrolled in on line classes 24/7.	Submit ticket on line through blackboard or contact by phone at 1-877-633-9152.
PASS Office/Literacy Center	Testing, ADA services (Disability Testing), Computer Services, time management, note taking and more.	Director: Leticia Madrid Phone #: 432-552-2630 Room #: MB 1160 (Mesa Courtyard)
University Counseling Center	Counseling in families, groups, couples, relationships, personal problems, etc. (Call for appointments)	Phone #: 432-552-2365 Room #: South Campus (Founders Building 054)



WHAT IS AN EARLY COLLEGE HIGH SCHOOL (ECHS)?

- A partnership between a high school and a college
- A school that provides students with up to 60 college credit hours towards a baccalaureate degree at no cost to the students

The Early College model is gaining national attention due to its success in raising high school graduation and college retention rates for students at risk of not graduating. The program provides student support systems, including tutoring, counseling, and mentoring while reducing barriers to college for students who might not otherwise achieve post-secondary success.

ARE DUAL CREDIT AND ECHS THE SAME?

Dual Credit	Early College High School
Typically offers between 12 and 30 hours of college credit.	Provides the opportunity for students to earn up to 60 hours of college credit before high school graduation.
Students usually begin taking dual credit courses in the 11th or 12th grade.	Students usually begin taking dual credit in the 9th or 10th grade.
Support services vary.	Academic, social, and emotional support programs are required for all students (e.g., tutoring, mentoring, Saturday school, and advising).

ECHS DESIGNATION

In order to operate as a Texas Education Agency (TEA)-approved Early College High School (ECHS), a district and its partnering institution of higher education (IHE) must seek and receive ECHS designation from TEA on behalf of the ECHS campus. In order to receive ECHS designation, a school must be designed and implemented based on the elements that are identified within the application; they are:

- I. Target Population: must seek to enroll a majority of students who are at-risk of dropping out of school and/or English language learners.
- II. P-16 Partnership: The ECHS must be supported by an active partnership between the school district and an IHE.
- III. Curriculum and Academic Rigor: Students must be provided a course of study during their 9 – 12 grade years that enables them to receive a high school diploma and either an associate’s degree or up to 60 semester hours toward a baccalaureate degree.
- IV. School Design: UTPB in conjunction with school district partners and other IHE (Texas State Technical College -TSTC), will provide online and face-to-face traditional instruction to students in order to meet the unique needs of rural school districts located within the west Texas area.
- V. Support Structures: Study strategies and activities to create a distinct college-going culture must be embedded into the program; as well as, academic support services that maximizes and ensures student success.

VI. Staffing: The ECHS must ensure teachers who aid in facilitating the program are highly qualified and have demonstrated the ability to provide accelerated instruction. The ECHS also must provide common planning time, guidance through mentoring, professional development, and planning with higher education faculty.

VII. Upon receiving ECHS designation, a Memorandum of Understanding (MOU) must be completed to formalize the partnership between the IHE and ECHS. The MOU must include general operating procedures, use of facilities, and course articulation that outline the terms of agreements between the ECHS and IHE. The MOU is a living document that must be formally reviewed annually and utilized regularly during advisor board meetings, steering committee, or coordinating council meetings.

EARLY COLLEGE HIGH (ECHS) SCHOOL PROGRAM OVERVIEW

The University of Texas of the Permian Basin (UTPB) in accordance with the Commissioner's Rules Concerning College and Career Readiness School Models is providing an innovative approach to blending high school and college-level courses. Students who are enrolled in the 9th and 10th grade are given the opportunity to earn credit hours toward a baccalaureate degree while simultaneously working towards high school graduation. The goal of the program is to provide this great opportunity to students who are entering their freshman year in high school.

The University of Texas of the Permian Basin serves one of the largest and most remote regions in Texas with some school districts neighboring Mexico, just a bridge crossing away. "UTPB has become a champion and leads in preparing students throughout the Permian Basin for success in postsecondary education by collaborating with innovative organizations such as Educate Texas and other P-16 advocates to: create or strengthen existing partnerships between local school districts and institutions of higher education *who are* focused on college and career readiness" (David Watts, UTPB President).

The University of Texas of the Permian Basin understands the varied needs of rural school districts; therefore, dual credit courses are offered online with university faculty and staff support. All college course work has been aligned with Texas Essential Knowledge and Skills (TEKS) and the College and Career Readiness Standards (CCRS) Framework in the areas of English/language arts, mathematics, science, and social studies. UTPB also works in close collaboration with school districts to provide opportunities for students to visit the campus as a means to immerse them into the campus experience and also provide an avenue for parental involvement. The ECHS experience UTPB offers has been designed to promote high-quality student achievement and success.

CORE CURRICULUM

Core curriculum – encompasses college course work or classes that meet the basic requirements for content across subject areas or courses of study. Early College High School (ECHS) are provided the opportunity to acquire a vast majority if not all core curricula throughout their course of study. These courses are transferrable to most universities and colleges throughout the state of Texas.

Core curriculum courses are based on 42 hours from the following General Education Requirements:

Category	Course Title & Number	Required Hours
Communication	English 1301 / 1302 <i>Composition & Rhetoric</i>	6 hours
Fine Arts	Music 2310 (Jazz, pop, rock)	3 hours
History	History 1301 / 1302 <i>America History</i>	6 hours
Literature	English 2322 / 2323 <i>British Literature</i> English 2327 / 2328 <i>American Literature</i>	3 hours (choose 1 of the 4 available courses)
Mathematics	Math 1314 <i>College Algebra</i> Math 1332 (non-math / science majors) <i>Pre Calculus</i> Math 1324	3 to 4 hours (course requirement is dependent upon major)
Life Sciences	Biology I & II 1306 / 1307 Biology Lab 1106 / 1107 Biology 1308 & Lab 1108	8 hours (6 hours of course work and 2 hours of lab all dependent upon declared major)

<p>SLATON ISD IS WORKING ON A LAB THAT WILL MEET MINIMUM STANDARDS</p> <p>WE DO NOT CURRENTLY OFFER SCIENCE COURSES IN ECHS</p>	<p>(non-science majors)</p> <p>General Chemistry I & II 1311 / 1312 & Lab 1111 / 1112</p> <p>Geology I & II 1301 / 1302 & Lab 1101 / 1102</p> <p>Physics I & II 2325 / 2326 & Lab 2125 / 2126</p>	
Government/ Economics	Political Science 2305 Economics 2301	6 hours
Speech	Communication 1315	3 hours
Social Sciences	Psychology 1301 Sociology 1301	3 hours (course requirement is dependent upon major)

Individual degree programs may require specified courses be completed to meet these requirements rather than allowing the full range of selections shown above. Students, parent, and the ECHS counselor should check degree requirements in the UTPB catalog for the degree they are pursuing to determine what specific courses, if any, are recommended or required to fulfill these requirements.

ECHS COURSE ALIGNMENTS

GRADE	HIGH SCHOOL - SUBJECT	HS - CREDIT	COLLEGE COURSE	C- CREDIT
9 th	Fine Arts	1	Music 2310 <i>Jazz Pop Rock</i>	3
	Speech	.5	Communications 1315 <i>Intro. Public Speaking</i>	3
10 th	English II (tentative)	1	English 1301 / 1301 <i>Comp & Rhetoric</i>	6
	U.S. History	1	History 1301 / 1301 <i>U.S. History</i>	6
11 th	English III	1	English 2327 / 2328 <i>American Literature</i>	6
	Biology	1	Biology 1306 / 1106 Biology 1307 / 1107	4 4
	U.S. Government	1	Political Science 2305 Political Science 2306	3 3
12 th	Math	.5	Math 2412 <i>Calculus</i>	3
	Social Science	.5		3
	Degree Plan Specific			Up to 18

Total number of college credit hours to be earned without declaring a major is 44. Courses such as life sciences, social sciences, and math are dependent upon degree; whereas the rest are general requirements of any major. To earn hours towards a bachelorette, students must be advised by UTPB and SISD and have an intended major.

ECHS COURSE ALIGNMENTS

CONTINUED...

- Classes, in which students will take STAAR End of Course Exams, are Texas Essential Knowledge and Skills (TEKS) aligned to the greatest extent possible. College faculty collaborate closely with high school campus teachers to ensure students receive the necessary instruction that is needed to adequately prepare students for EOC exams, while maintaining academic rigor.
- One semester of Jazz Pop Rock will satisfy a full year of Fine Arts credit.

POSSIBLE COURSE OFFERINGS

TxVSN and approved by TEA for Dual Credit

ARTS 1301– Art Appreciation

ENGL 1301– Composition I

ENGL 1302- Composition II

ENGL 2322- British Literature to 1800

ENGL 2323– British Literature since 1800

ENGL 2327- American Literature to 1865

HIST 1301- US to 1877

HIST 1302– US since 1877

Music 2310- Jazz, Pop and Rock

PSYC 1301- Intro to Psychology

SOC 1301- Intro to Sociology

IS MY CHILD ELIGIBLE?

To be enrolled in dual credit courses, interested High School students who are in their freshman or sophomore school year must:

- Submit all required paperwork as determined by the designated ECHS and university
- Obtain consent from parents or guardians and principal or school counselor
- Demonstrate college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative (TSI), in the areas of Reading and Writing for students who are 9th or 10th grade. Eleventh grade students must meet TSI requirements in all three subject areas including Math.

Note* Any student interested in being at Slaton ECHS is eligible for enrollment in dual credit, college courses however required TSI compliance.

The TSI Assessment is a computer-based assessment UTPB uses to determine students eligibility for admission. The TSI helps to determine if students are ready to take college level courses. Students are considered college ready if **at the very least** they receive the following scores on TSI:

Minimum Test Scores for Student Eligibility

SUBJECT	SCORE RANGE IN MULTIPLE-CHOICE SECTION
MATH	350 TO 390
READING	351 TO 390
WRITING	5 on the essay section or; 4 on the essay and a score ranging from 363 to 390

- ❖ If students' score falls below the college-readiness cut-score for that subject, they may retake the TSI Assessment at any time. However, it is strongly recommended that students set aside time for additional study before challenging the test again. Slaton ISD will offer tutoring and course work to help facilitate student understanding of the TSI exam.

MANDATORY PRE-ASSESSMENT ACTIVITY

Prior to taking the TSI Assessment, students must participate in a Pre-Assessment Activity. UTPB is required to provide the Pre-Assessment Activity and document student participation; therefore, it is very important for students to complete this activity before they test. Students will not be allowed to take the TSI Assessment until they have completed this activity.

Please contact the PASS Office at (432)552-2630 to schedule a test appointment.

Director, Leticia Madrid

Keith Johnson

MB 1160C

MB 1160

(432)552-2631

(432)552-2632

madrid_l@utpb.edu

Johnson_ke@utpb.edu

TSI Resources

Improve your academic skills by taking advantage of the learning tools that TSI offers. To ensure that test scores accurately represent your skill levels, you may wish to review basic concepts in reading, grammar, arithmetic, trigonometry and algebra before taking TSI, especially if you have been away from school for more than a year.

To gain information about the TSI, please visit:

<http://accuplacer.collegeboard.org/students/prepare-for-accuplacer>

STUDENT GUIDELINES & PARENTAL CONSENT FOR ECHS PROGRAM PARTICIPATION

- I. **College Student Status:** Students enrolled in the dual credit/Early College High School program ARE college students. College credit and high school credit are earned simultaneously. Students are working toward completion of coursework that will be on their college transcript. A college transcript is a **permanent, official college record** that will strongly influence future financial aid and college/university application submissions. It is very important that students understand how the final grade in the course(s) that are taken can impact their future.
- ❖ **Withdrawing from the class OR failing the class will affect future college financial aid and future college academic status. It is highly recommended that students do not enroll in a course if they are not committed to staying the course, studying, and passing the course(s).**
- II. **Withdrawing or dropping a dual credit course:** Should it become necessary to drop a dual credit course, the student is responsible for informing the instructor and the student's high school principal or counselor with the desire to drop. Parent meetings will be held with each student and their parent to discuss this before any student is dropped from a course.
- III. **Continued eligibility:** Any student who receives a grade lower than a "D" in a dual credit course may not take another UTPB dual credit course, until they retake the course in which they receive a grade of "D" or lower and pass with a "C" or higher.
- IV. **Class assignments:** Due to the nature of online courses, students are encouraged to strictly adhere to timelines and due dates. It is the student's responsibility to adhere to class timeframes. Being punctual with turning in assignments and notifying instructors if additional assistance is needed enhances scholastic performance.
- V. **Books, supplies, and Equipment:** If books and/or equipment are issued, they are not to be used for any other activity, except for class-related assignments. Students are responsible for the proper care of applicable books and/or equipment as well as their return. **Charges will be assessed for lost books/equipment.**
- VI. **Testing Requirements:** Before a student can enroll in a dual credit course, he or she and their parent must speak to the campus-based ECHS facilitator or administrator to enroll into a particular course. The student must take the appropriate exam by the posted deadline. **No exception to this requirement shall be granted.**
- VII. **Additional Information:** Additional information including drop dates and academic status can be obtained from the UTPB catalogs and/or their official website: www.utpb.edu.

By signing this document, I signify that I am the Parent or Legal/Guardian of _____, and have read and understand the Guidelines described above. I give permission for my student to participate in the ECHS Program subject to the above stated Guidelines. I further give UTPB permission to obtain any and all records, including educational records held by the school district in which my student is enrolled regarding the documentation that is required to facilitate participation in the ECHS Program at UTPB.

Name of Student: _____

Name of High School: **Slaton Early College High School**

Parent/Guardian Printed Name: _____

Date: _____

Parent/Guardian's Signature: _____

Student's Signature: _____

Date: _____

PARENTAL INVOLVEMENT

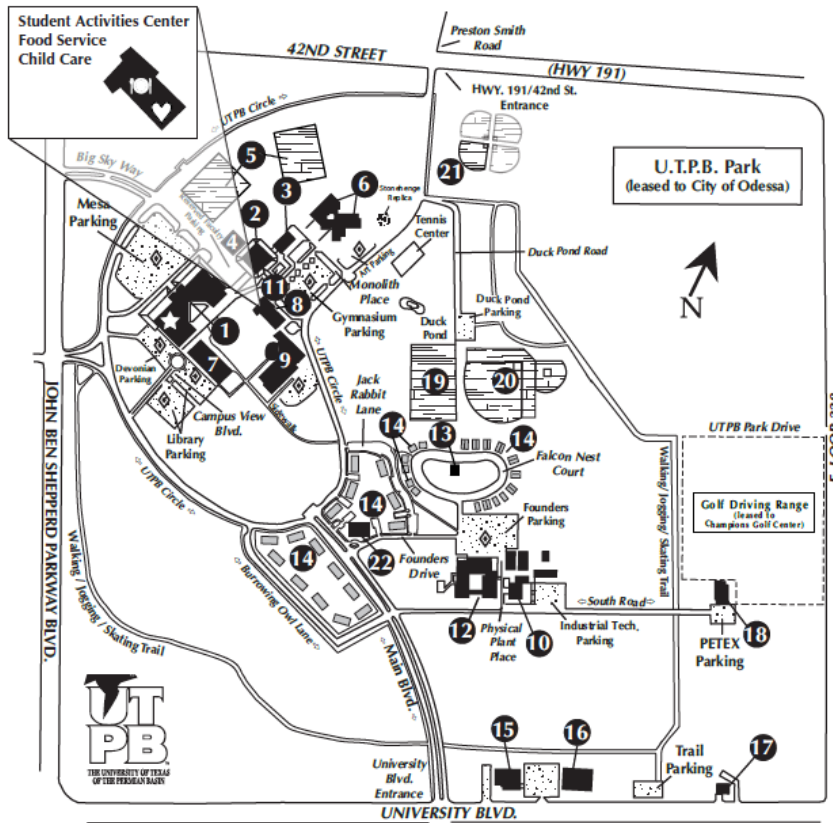
At UTPB, parents are encouraged to play an active role in their student's education. Therefore, opportunities are offered for parental involvement within the Early College High School Program. UTPB is committed to providing students and parents an opportunity to gain access to campus-based activities that promote student engagement and parental involvement.

Parents want their students to have a successful college and high school career. For this to happen, teens need to know how to balance their academic, extracurricular, and social life. Therefore, UTPB in partnership with ECHS designated school districts provides a wealth of support systems to aid students to achieve academically. Parents play an integral role in their students' education and that is why parents are encouraged to be knowledgeable about their student's dual credit classes and all of the programs and activities that are available to students. Parents may gain awareness by becoming familiar with the course syllabus, the university catalog, course timelines and assignment deadlines. Parents are also welcome and encouraged to visit UTPB with or without their students.

Parents are encouraged to maintain a high level of involvement because students who begin the program ideally enter at the ninth grade level. UTPB wants all students to succeed and understand that parental involvement is key to promoting student achievement and academic success.

THE UNIVERSITY OF TEXAS OF THE PERMIAN BASIN CAMPUS MAP

The University of Texas of the Permian Basin



revised 06/30/2011

- | | | |
|---|--|--|
| 1. Mesa Building
★ Admissions &
Financial Aid Offices | 10. Industrial/Petroleum
Technology Building | 19. Soccer Game Field |
| 2. Gymnasium Complex | 11. Pool | 20. Ted & Jan Roden Baseball Field |
| 3. Thermal Energy Plant | 12. Founders Building
Counseling Center
Physical Plant | 21. Women's Softball Field |
| 4. Gym Annex Building | 13. Laundry | 22. Parker Ranch House
Student Housing Recreation |
| 5. Intramural/Athletic Fields | 14. Student Housing | |
| 6. Visual Arts Studios | 15. Ellen Noel Art Museum | |
| 7. Library/Lecture Center | 16. JBS Public Leadership Institute
Presidential Museum & | |
| 8. Student Activities Center
☺ Food Service | | |

- University Buildings
- Student Housing
- Sports Fields

DROPS, FAILURES, & ACADEMIC PROBATION

Are you sure you want to drop that class?

Dropping a course is a very serious decision that will affect your child in various ways. At times, dropping a course may be in the best interest of your child; however, there are numerous support systems in place to help them successfully complete their course with a 2.0, “C”, or better. Nevertheless, when considering dropping a course, please keep the following ‘rules’ in mind as your tuition and/or financial aid could be drastically impacted after high school graduation. If you have any questions regarding the information provided here, please contact your ECHS principal or counselor, or feel free to contact UTPB’s Financial Aid Office at (432) 552-2620 or e-mail them at finaid@utpb.edu. You may also contact UTPB’s Registrar’s Office at (432) 552-2635 or e-mail them at registar@utpb.edu.

SIX DROP RULE

Students who enrolled in a Texas public institution of higher education as first-time freshmen in the fall of 2007 and thereafter are not permitted to drop more than six courses during their entire undergraduate career, (Texas Administrative Code 4.10) unless they show good cause (i.e. severe illness, death, of a family member, or active military duty). This limit **includes all transfer work** taken at other Texas public institutions of higher education’s, including TSTC. Any courses dropped that do not create an academic record will not be considered attempted hours.

THREE-PEAT RULE

Students who are taking a course for a third or greater time will be charged the non-resident undergraduate rate.

30+ RULE

Undergraduate students exceeding 30 hours over the number of hours required for their degree will be charged the non-resident undergraduate tuition rate. This rule applies to students who started college after Fall 2006.

45+ RULE

Undergraduate students exceeding 45 hours over the number of hours required for their degree will be charged the non-resident undergraduate tuition rate. This rule applies to students who started college between Fall 1999 and 2006.

SATISFACTORY ACADEMIC PROGRESS (SAP)

Although state and national policy has established many objectives for student financial aid programs, one clear purpose is to fund only students who meet certain academic standards. Institutions are therefore required by law to formulate standards to gauge the progress of students receiving federal and state financial aid by applying both qualitative and quantitative measurements to academic work. A maximum time limit for the completion of a degree and a minimum grade point average (GPA) are used by the University to measure satisfactory academic progress. The qualitative standard of satisfactory academic progress is measured by the cumulative grade point average (CGPA) of courses taken at U. T. Permian Basin.

In addition to maintain a cumulative GPA of 2.0, SAP standards require you to complete 75% of the courses you attempt. Either failing a course or dropping it after the last day to drop a course without creating an academic record (the 12th class day in long semesters) means you have unsuccessfully attempted the course. For more on SAP feel free to visit UTPB's webpage at: <http://www.utpb.edu/campus-life/financial-aid/satisfactory-academic-progress>.

ACADEMIC PROBATION

What is academic probation? Academic probation is when a student is placed on a probationary semester due to either failing to maintain a 2.0 college average or failing two or more core classes. This semester of academic probation results in the following:

1. The student is required to conference with their facilitator weekly.
2. The student is required to conference with their principal every three weeks.
3. The parents are contacted every three weeks with an update on all grades and progress.
4. If a student continues to fail after a three week period, there is an immediate parent, student, principal and teacher/facilitator conference planed.
5. Tutorials either before school, during, or after school are mandatory for any grade below a 78.
6. The student must complete their anecdotal record for each assignment for their respective classes.
7. The student must utilize UTPB's student services such as the Online Writing Lab or the distance learning, tutoring programs.
8. The student must document contact with their professor or teachers showing ownership in their own learning and investment in their academic future.

Failure to successfully complete a college course or comply with academic probation may result in withdrawal from the program

FAILING OR WITHDRAWAL FROM A COURSE

The following protocol was developed by the ECHS Committee during the 2017-18 school year. The current ECHS committee members are listed on the subsequent page.

In regard to **the six drop rule**, an ECHS student should not be allowed to use more than two of those drops during their ECHS college course experience.

In regard to **failing a college course**, a student will be placed on academic probation for that course. They are required to re-take the failing course either the following semester or after successful completion of a semester of academic probation. When the failed course is taken again is dependent upon the student's need and ability in conjunction with the parent and program's suggestion and guidance. If a student was **enrolled in more than one college course and failed one**, they are allowed to continue the course(s) they were successful in, are on academic probation, and must take a semester off before retaking the course they failed. A second failure of the same college course results in a student not being allowed to retake that course with ECHS. They will also have another semester of academic probation. This does not result in dismissal from the ECHS program.

In regard to a student **dropping a college course, withdrawal from the program, graduation plan change, or a significant schedule change** (course change) parents are required to be involved either in person or by phone when a face-to-face is not feasible. **No decisions will be made for a student without parental involvement.** The committee feels that a case-by-case basis must be used when determining what students are to be allowed to drop a course. Suggested things to consider are if the child, parent, and/or educator feels the child is overwhelmed with the college course and the course is negatively affecting their emotional state, academics, or other facets to their life. UTPB code will also include illness, death in the family, etc.

For students who are **failing 50% or more of the courses** (includes both core and electives), the committee feels it is in the best interest of the student not to be in the ECHS or TSTC program. The student will benefit from being allowed time for both emotional and academic maturity before attempting to re-take courses with either program.

ECHS COMMITTEE FOR THE 2017-18 SCHOOL YEAR

An ECHS Committee will be established for the Slaton Early College High School. The committee will include ECHS facilitator, ECHS administrator, Slaton HS administration, Slaton HS counselor, parents from ECHS, students enrolled in ECHS.

UTPB STUDENT SERVICES

UTPB Student Services

Resource Center	Services Provided	Contact Information
Dual Credit Coordinator	Assist schools with registration. Assist students with support services such as: tutoring, SI tutors, online writing center, online library, early alert and provide grades to counselors. Provide assistance with TSI testing.	Dual Credit: Heather Cress Phone #: 432-552-2106 cress_h@utpb.edu Room #: MB 4118
Continuing Education/Outreach Office	Assist students with support services such as: references to SI tutors, online writing center, online library or any student issues that may arise.	Director: Rey Lascano Phone#: 432-552-2555 lascano_r@utpb.edu Room#: MB4118
Success Center Online Writing Center (OWL)	OWL is an online paper critiquing service by email. The student may go to UTPB.edu and type OWL in search box for instructions. http://ss.utpb.edu/success-center/online-writing-lab-owl/	Phone #: 432-552-3350 Room #: MB 2215 writingcenter05@gmail.com
Success Center Supplemental Instruction	Tutoring, re-teaching of specific courses for various courses (call for list of courses)	Coordinator: Ruth Hudnall Phone #: 432-552-3350 Room #: MB 2215
Success Center Math and Science	Tutoring in various math and science courses. Times: M-Th 8 – 8, Fri 8-5, Sat. 10 – 3.	Phone #: 432-552-3350 Room #: MB 2215
Success Center	Specialized tutoring and note taking skills. http://ss.utpb.edu/success-center/	Phone#: 432-552-3350 Room#: MB 2215
Smarthinking Online Tutoring	Tutoring in various subjects through online chats and emails.	Sign up through your campus connect account or login to your blackboard account to find instructions to create your smarthinking account. https://www.smarthinking.com
Help Desk	Provides assistance to students enrolled in on line classes 24/7.	Submit ticket on line through blackboard or contact by phone at 1-877-633-9152.
PASS Office/Literacy Center	Testing, ADA services (Disability Testing), Computer Services, time management, note taking and more.	Director: Leticia Madrid Phone #: 432-552-2630 Room #: MB 1160 (Mesa Courtyard)
University Counseling Center	Counseling in families, groups, couples, relationships, personal problems, etc. (Call for appointments)	Phone #: 432-552-2365 Room #: South Campus (Founders Building 054)