

# Student Services and Resources

## Student Affairs

### Office of Student Affairs

**(713) 525-3570**

[www.stthom.edu/studentaffairs](http://www.stthom.edu/studentaffairs)

The Office of Student Affairs, located on the second floor of Crooker Center, provides services and programs designed to enhance the intellectual, spiritual, physical, social, career and leadership development of our students. The office includes the Vice President for Student Affairs, Assistant Vice President for Student Affairs, Dean of Students, Assistant Dean of Students and Director of Athletics.

University Photo Identification Cards are issued by the Office of Student Affairs.

Learn more at [www.stthom.edu/studentaffairs](http://www.stthom.edu/studentaffairs).

The following offices make up the student affairs division:

- Athletics
- Campus Ministry
- Career Services and Testing
- Counseling and Disability Services
- Dean of Students
- Health Promotion and Wellness
- Recreational Sports
- Residence Life
- Student Activities
- Student Success
- UST Police Department

## Athletics

**713) 831-7214**

[www.ustcelts.com](http://www.ustcelts.com)

The Celts' varsity athletic program is a first year provisional member of the National Collegiate Athletic Association (NCAA) and the Southern Collegiate Athletic Conference (SCAC). Currently, our varsity sports include volleyball and men's and women's soccer, basketball, golf and cross country. Beginning in the 2022-2023 school year, the athletic department will introduce baseball and men's and women's tennis as sponsored sports. In 2022-2023, the Celts will also participate in softball and men's and women's track and field. Schedules and rosters for all teams can be found at [www.ustcelts.com](http://www.ustcelts.com). We value your support and hope to see you at our games and matches!

## Campus Ministry

**(713) 525-3589**

[www.stthom.edu/campusministry](http://www.stthom.edu/campusministry)

The Office of Campus Ministry, located in Crooker Center, serves students of all faith backgrounds and supports the spiritual life of the entire UST campus community. Guided by the Basilian Fathers and grounded in the Catholic intellectual tradition, Campus Ministry provides opportunities for prayer, dialogue, reflection, and service in an effort to foster the integration of students' spiritual, personal, and academic development. Campus Ministry forms the faith community through liturgies and Sacraments, prayer and retreats, small groups, service experiences, social justice education, and ecumenical and interreligious dialogue. Staff members are available for one-time or ongoing pastoral conversations and spiritual direction.

## Dean of Students

**(713) 525-3570**

[www.stthom.edu/dos](http://www.stthom.edu/dos)

The Dean of Students, located on the second floor of Crooker Center, in the Student Affairs Suite, serves as an advocate and resource for students and works to uphold the Code of Student Conduct. Through this office, students can file both an academic and non-academic complaint, report concerning behavior, and file a Title IX complaint. View resources and services offered by the Dean of Students at [www.stthom.edu/dos](http://www.stthom.edu/dos).

## Student Activities

**(713) 525-3572**

[www.stthom.edu/studentactivities](http://www.stthom.edu/studentactivities)

The Office of Student Activities, located on the first floor of Crooker Center, oversees all club activity on campus, in addition to advising and collaborating with both the Council of Clubs and the Student Activities Board. In addition to coordinating events and student enrichment activities throughout the year, the Office organizes leadership initiatives such as the Centralized Leadership Process and Leadership Summit, as well as hosts campus wide events including Family Weekend, Deck the Mall, Commuter Appreciation Day, Celts' Day of Service, and the end-of-semester Late Night Breakfasts.

## Residence Life

**(713) 525-3836**

[www.stthom.edu/residencelife](http://www.stthom.edu/residencelife)

The Office of Residence Life readily assists university residential students in maintaining a safe and secure living environment conducive to their academic success at UST. With a program model centered on spiritual growth, academic success, physical health, cultural development, and community service, the staff seeks to encourage residents to live as leaders of faith and character. Residents are encouraged to live autonomously and respectfully, while understanding the true essence of community living.

## UST Police Department

**(713) 525-3888**

[www.stthom.edu/upd](http://www.stthom.edu/upd)

The UST Police Department (USTPD) is located in the 1<sup>st</sup> floor of Moran Parking Center and may be contacted by calling extension 3888 from any campus phone or 713-525-3888 from an off-campus line. Additionally, there are emergency call boxes located on campus which connect directly to USTPD, and upon request, officers will provide security escorts on campus or in the immediate area. Officers are ready to assist the

community 24 hours a day with issues regarding the UST parking system, criminal investigations, emergency management, as well as all aspects of personal safety. USTPD believes in teaching our students how to keep safe while on the UST campus, when they are off campus, and when they graduate from the University.

## Recreational Sports

**(713) 525-3510**

[www.stthom.edu/recsports](http://www.stthom.edu/recsports)

Jerabeck Activity and Athletic Center (JAAC) is the focal point of UST's sports, recreation and physical fitness activities. Throughout the year, group exercise classes are offered free to the campus community as well as student discounts to various local fitness classes. Various recreational outdoor trips are also carried out through the recreational sports office. The JAAC contains a large gymnasium, weight room, cardio/fitness room, outdoor swimming pool, dance room, three racquetball courts, sand volleyball court, outdoor recreational space and full access locker rooms. The JAAC also houses our Athletic Department, our Club Sports Association, academic classrooms and the Scanlan Room, used for special events. Learn more about the JAAC and view a list of activities and classes at [www.stthom.edu/recsports](http://www.stthom.edu/recsports).

## Mendenhall Achievement Center

The Mendenhall Achievement Center (MAC) is located on the second floor of Crooker Center and is designed to be a one stop for student success. The Center offers success roundtables and workshops throughout the year, including topics on time management, study skills, note taking, test anxiety, research papers, career development, plus more. The MAC also hosts several programs and initiatives including the Mendenhall Summer Institute, the First Generation Student Group, the Majors Fair and the Insights Mentoring Program. Visit [www.stthom.edu/mendenhall](http://www.stthom.edu/mendenhall) for resources and event information. The following offices make up the Mendenhall Achievement Center.

## Office for Student Success

**(713) 525-6972**

The Office for Student Success offers students short- and long-term college success strategic planning, advice on campus resources available to meet your needs, and assistance to those struggling academically. Visit [www.stthom.edu/studentsuccess](http://www.stthom.edu/studentsuccess) for additional information.

## Academic Advising Center

**(713) 942-3494**

The Academic Advising Center provides undergraduate students with academic support and guidance as they explore their natural talents and develop academic and career goals. The Advising Center assists undergraduate students with a wide array of academic services including: degree planning, course selection and scheduling, choosing and declaring a major, understanding the core, choosing a minor, developing skills for academic success, and general academic support. All undergraduate students have access to the Academic Advising Center, and students are encouraged to utilize the Advising Center in addition to their faculty advisors.

## Career Services and Testing

**(713) 525-3160**

[www.stthom.edu/careers](http://www.stthom.edu/careers)

The Career Services Center works with students on all areas of career development, ranging from choosing a major to preparing a job search to assisting alumni with career transitions. Career Services helps students with resume and letter development, conducts mock interviews, and provides career assessments for those wanting to learn more about themselves in order to make a wise career decision. In addition, the staff conducts workshops and sponsors several job fairs and other events throughout the year. Students can register online on UST Connect to learn about internships, on campus jobs, and part-time and full-time jobs.

[www.stthom.edu/access](http://www.stthom.edu/access)

The Testing Center works on an appointment basis to provide a site for students that have been granted accommodations for testing by the Office of Access and Disability Services.

## Counseling & Wellness Services

**(713) 525-2169**

[www.stthom.edu/counseling](http://www.stthom.edu/counseling)

Counseling and Disability Services offers confidential counseling services to students at no additional cost. Services include personal counseling and consultation, group counseling, crisis intervention, community resources and referrals, educational workshops, and mental health and wellness programs. The department also provides disability services for students who may need academic accommodations for learning disabilities, health impairments, physical limitations and psychiatric conditions. Services are typically by appointment; same day appointments may be available for urgent concerns.

## Tutorial Services Center

**(713) 525-3878**

[www.stthom.edu/tutoring](http://www.stthom.edu/tutoring)

In this office, students receive personalized instruction in academic subjects and writing skills from trained student tutors and staff professionals. Please visit the UST website for a list of subjects and tutor schedules.

## Additional Student Services

### Office of Undergraduate Admissions

**(713) 525-3500**

The Office of Undergraduate Admissions recruits new students, both freshmen and transfers, for UST. If you would like to serve as an ambassador for UST and help recruit new students to our campus, consider becoming a Presidential Ambassador. Contact the Office of Undergraduate Admissions for more information on the responsibilities of and how to apply to become a Presidential Ambassador on campus.

## Registrar

**(713) 525-2150**

Visit the Registrar's Office (located in the Herzstein Enrollment Services Center) if you need to add or drop a class, file for graduation, request a transcript, change your major and/or add a minor.

## Office of Scholarships & Financial Aid

**(713) 525-2170**

Visit the Office of Scholarships and Financial Aid (located in the Herzstein Enrollment Services Center) for more information about scholarships, grants, student loans and work-study. Staff are also available to answer your questions about how to complete the FAFSA. Visit [www.stthom.edu/finaid](http://www.stthom.edu/finaid), for more information.

## Business Office

**(713) 525-2130**

Visit the Business Office (located in the Herzstein Enrollment Services Center) to pay your tuition, set up a payment plan, pick up a refund check or book voucher, and pay for parking.

## Bookstore

**(713) 525-3806**

Visit the UST Bookstore (located in the Moran Parking Center) to purchase textbooks for class, school supplies, snacks, UST backpacks, T-shirts, diploma frames and more.

## Dining Services

**(713) 525-3573**

Aramark Dining Services offers restaurant-style dining in the Crooker Center Cafeteria, as well as *Subway*. Aramark provides traditional American cuisine, international fare, Starbucks® and healthy eating, including low-fat, low-carb, and vegetarian meal options.

## Doherty Library

**(713) 525-2180**

<http://library.stthom.edu>

The Doherty Library is the main University library. It contains over 260,000 physical books with access to over 220,000 electronic books, 274 databases, and access to approximately 75,000 periodical titles. Online resources are also available through the library website, <http://library.stthom.edu>. Call 713-525-2188 for research assistance.

UST students also have access to the Cardinal Beran Library at St. Mary's Seminary - <http://www.smseminary.com/library>. This library is an integral part of the University's School of Theology, and it subscribes to nearly 200 periodicals and houses over 60,000 volumes. Call 713-686-6844, ext 265 for assistance.

## Title IX Coordinator

**(713) 525-3570**

The University's Title IX Coordinator is a designated agent of the University with primary oversight for coordinating the University's Title IX compliance responsibilities. The Title IX Coordinator's responsibilities are important to the overall development, implementation, and monitoring of the University's efforts to comply with Title IX legislation and regulations. The Title IX Coordinator works to ensure a fair and neutral process for all parties. Students are encouraged to contact the Title IX Coordinator with questions or to discuss Title IX related matters – [titleixcoord@stthom.edu](mailto:titleixcoord@stthom.edu).