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# Academic and Student Resources

# **Northeastern University Library**

Website (https://library.northeastern.edu) 617.373.8778

The Northeastern University Library serves the entire Northeastern community—in Boston, Oakland, across the global university system, and online. The Library provides collections and services supporting research and teaching across disciplines. Its collections are extensive, with a large proportion available digitally. The Library's collections include more than 1 million e-books; almost 500,000 print titles; more than 150,000 licensed e-journals; and more than 200,000 streaming audio and visual titles. Access to print and electronic materials is provided through Scholar OneSearch, the Library's discovery platform. The Library's Archives and Special Collections hold historical records and publications of Northeastern and unique materials preserving the history of Boston's social movements, public infrastructure, neighborhoods, and natural environments.

Services provided by the Library include both on-site (in Boston and in Oakland) and online research help, the latter including 24/7 live chat with a reference librarian; subject-specialist librarians who provide in-depth consultation and research support for each academic program at the university; and an interlibrary loan system for providing materials not readily available at Northeastern. The Library actively supports the unique needs of graduate students in research and publishing through services such as citation management workshops, research data support, and digital scholarship services.

The Snell Library building in Boston is open to all Northeastern students, faculty, and staff. Spaces in the building include areas for group work and quiet individual study, with more than 50 group study rooms with whiteboards and plug-in displays for collaborative group work. Individual study rooms are also available for graduate students. The Library supports a range of creative activities and includes studios for audio recording, video production, and 3D printing.

F. W. Olin Library in Oakland is open to all Northeastern students, faculty, and staff, as well as Mills College and Northeastern University alumni and community members. The Library offers a collection of 200,000 volumes and other media supporting the curricular needs of the programs on the Oakland campus. Spaces in the building include areas for quiet study and group work, including reservable study rooms, a seminar room, and the student lounge. F. W. Olin Library houses special collections in the Elinor Raas Heller Rare Book Room. Oakland special collections include early printed books, contemporary fine press and artists' books, the Mills College Archive, and other archives and manuscripts.

## **School of Law Library**

Website (https://law.northeastern.edu/library/) 617.373.3332

The School of Law Library, located on four floors in the Knowles Law Center, includes a comprehensive collection of U.S. legal materials in print and in electronic format. Of particular note is the library's collection in the areas of public interest law; international human rights law; and public health, death penalty issues, and progressive lawyering. More information can be found at the School of Law Library webpage (https://law.northeastern.edu/library/).

#### Office of Academic Advising

617.373.2400 617.373.5545 (fax)N cps-adviser@northeastern.edu Website (https://cps.northeastern.edu/academic-resources/advising/)

The mission of the Office of Academic Advising is to provide comprehensive services to enable students to take ownership of their education and to make sound decisions and judgments that further their individual academic and professional success.

Each student accepted in a degree or certificate program has a designated career and academic coach who serves as the student's primary contact and partner at the university to work together toward the student's success by:

- · Navigating curriculum/program requirements
- · Planning a course load
- · Choosing a major
- · Determining the best path for degree completion
- · Petitioning for transfer credit, course substitution, and course overloads
- · Researching and locating resources that are important to the student

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The Office of Academic Advising offers student enrichment opportunities throughout the year to satisfy educational, social, and networking desires/ needs. For more information about the Office of Academic Advising, visit the College of Professional Studies website (https://cps.northeastern.edu/ about-the-college-of-professional-studies/academic-advising/).

Students are encouraged to communicate regularly with their academic advisors.

# **Tutoring Services**

Website (https://cps.northeastern.edu/academic-resources/tutoring-services/)

Tutoring can benefit skilled professionals and beginning students alike. Whether you're struggling with organic chemistry, working on a long paper, or putting the finishing touches on a presentation, Northeastern University offers many opportunities for you to enhance your academic work and professional skills through free one-on-one academic support on and off campus.

## **International Tutoring Center**

617.373.2455

globalss@northeastern.edu

Website (https://cps.northeastern.edu/academic-resources/global-student-success/international-tutoring/)

Tutors provide high-quality ESL writing instruction and tutoring for international students who need assistance with papers, assignments, TOEFL writing, and research projects. Students can meet one-on-one with an ESL tutor for 50-minute appointments. This is a free service for Northeastern University international students.

#### The Writing Center

617.373.4549

Website (https://cssh.northeastern.edu/writingcenter/)

The Northeastern University Writing Center is open to any member of the Northeastern community and exists to help writers of any level, from any academic discipline, become better writers. There are many ways to enjoy our services. You can book in-person or virtual sessions with a WC consultant, send us your writing through our email submissions, or browse our online content and multimedia resources on Facebook and Pinterest.

#### **Career Services**

617.373.2430 617.373.4231 (fax) careerservices@northeastern.edu Website (https://careers.northeastern.edu/)

The Office of Employer Engagement and Career Design provides resources, guidance, and opportunities that help students and alumni with the following:

- · Choose a major and explore career options that fit their unique attributes
- · Make career decisions that will engage them in productive and fulfilling work
- Prepare for and conduct successful job searches
- · Create meaningful and effective engagement with employers
- · Contribute to meeting global and societal needs

Northeastern University's career resources do not guarantee employment nor do they refer students to prospective employers regarding job openings.

## **Disability Access Services**

617.373.2675 617.373.2730 (TTY) 617.373.7800 (fax)

Website (https://drc.sites.northeastern.edu/)

Disability Access Services strives to create an environment in which all are empowered to make their unique contributions to the rich academic and social life of Northeastern University. Its staff takes a creative approach to assisting students who have disabilities or who are Deaf or hard of hearing by providing services that will enable them to succeed.

In accordance with federal laws and guidelines, services cannot be provided unless acceptable documentation is submitted to DAS. Students must provide recent diagnostic documentation indicating that the disability substantially limits one or more major life activities. They must also register with DAS and meet with a counselor.

Students who are disabled, Deaf, or hard of hearing are strongly encouraged to contact DAS upon their acceptance to Northeastern. It is also most beneficial to schedule a meeting with a DAS counselor at least three months prior to arriving on campus in order to register and request services. Early contact with the center will allow enough time to assemble the required diagnostic documentation, register at DAS, and set up services.

Services are individually tailored on a case-by-case basis to meet each student's needs. Support services are available for, but are not limited to, students with a documented diagnosis of learning disabilities, blindness or visual disabilities, mobility disabilities, deafness or hard-of-hearing disabilities, head injuries, psychiatric disorders, degenerative or chronic conditions, HIV-positive status or AIDS, and temporary disabilities.

The center's services include examination modification and accommodation; disability-related academic advising and course modification; note-taking services; readers and scribes; sign-language interpreters and transliterators; computer-aided, real-time information about classrooms' accessibility; advising and referral services; campus orientations; acquisition of assistive listening devices, Braille materials, taped textbooks, and raised-line drawings; and assistive technology, such as the Reading Edge machine. The center also provides liaison, advocacy, and training services for faculty, staff, and administration and coordinates special-interest groups.

DAS does not provide personal care assistance services; the center will provide referral to local PCA service agencies, such as the Boston Center for Independent Living (http://bostoncil.org/).

Northeastern does not offer transportation services; however, public transportation in greater Boston is run by the Massachusetts Bay Transportation Authority, which offers a curb-to-curb transportation service known as The RIDE for persons with disabilities. Several stops on the Orange Line branch of the MBTA subway system are very convenient to the Northeastern campus. Please visit the MBTA website (http://www.mbta.com/) for more information.

#### **University Health and Counseling Services**

617.373.2772

UHCS@northeastern.edu

Website (https://uhcs.northeastern.edu/)

The University Health and Counseling Services team is eager to serve you. We hope that you will use our center as a resource to help stay healthy, physically and mentally, and for care when you are ill or injured, depressed or stressed.

Find@Northeastern.edu (https://www.northeastern.edu/uhcs/find-at-northeastern/)

24/7 Mental Health Support

Support and resources that help you find yourself, your peace of mind, and your distinctive path.

617.373.7591

wecare@northeastern.edu (we\_care@northeastern.edu)

Website (http://www.northeastern.edu/wecare/)

The We Care Office assists students who are experiencing unexpected challenges to maintain their academic progress. The staff works with students individually to help them understand and explore their options, which may involve explaining Northeastern University policy, providing resources and referrals, and coordinating among university offices. We Care also provides guidance to faculty and staff in identifying Northeastern resources and policies to help students succeed.

# Center for Spirituality, Dialogue, and Service

617.373.2728

csds@northeastern.edu

Website (http://www.northeastern.edu/spirituallife/)

The Center for Spirituality, Dialogue, and Service (http://www.northeastern.edu/spirituallife/) serves and supports the diverse spiritual, religious, and social justice commitments of all Northeastern University community members. The center is home to the Sacred Space (http://www.northeastern.edu/spirituallife/our-spaces/sacred-space/) (200 Ell Hall), a beautiful award-winning spiritual area for worship, private contemplation and reflection, group meetings, dialogue, yoga, meditation, service projects, and special events. The center also oversees the Social Justice Resource Center (http://www.northeastern.edu/sjrc/) (106 St. Stephen Street) and supports the Hillel Center (http://www.northeasternhillel.org/), The Foundation for Jewish Life (70 St. Stephen Street), and the Catholic Center (http://www.nucatholics.neu.edu/) (68 St. Stephen Street).

CSDS sponsors over 25 student organizations representing the world's spiritual, religious, and humanist traditions. The center builds partnerships across university departments and disciplines and with religious communities and public service agencies locally, nationally, and internationally to help students become engaged citizens, peace builders, and equipped as leaders to tackle pressing global problems. The work of the center is organized into two mutually reinforcing spheres:

- · Sphere of Spirituality and Interfaith Engagement
  - Offers students, faculty, and staff opportunities to explore their personal spirituality, diverse religious traditions, learn ethical reflection and decision making, and develop interfaith appreciation and competence
- · Sphere of Service and Social Action-coordinated by the SJRC

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Serves as an inclusive hub of innovative justice-minded thinking, collaboration, and action that empowers students, faculty, and staff to help enact a society that is equitable and peaceful

For more information, visit the website (http://www.northeastern.edu/spirituallife/), call 617.373.2728, submit an email (csds@northeastern.edu), or visit 203 Ell Hall.

#### Office of Student Conduct and Conflict Resolution

617.373.4390

Website (http://www.northeastern.edu/osccr/)

The Office of Student Conduct and Conflict Resolution administers the Code of Student Conduct (https://osccr.sites.northeastern.edu/code-of-student-conduct/) and the student disciplinary process. The code establishes and defines Northeastern University community expectations for standards of behavior and responsibility, as well as rights and remedies provided to all university community members. The office is also responsible for the design, development, and implementation of the university mediation program.

Programs and services provided by the Office of Student Conduct and Conflict Resolution are designed to support the academic mission of the university by enhancing each student's academic achievement and personal, ethical, and character development. These programs are intended to promote community standards of behavior; positive and productive conflict management and resolution; civility; respect for self; respect for others; and an appreciation for being a part of a diverse, flourishing community.