

# THE BRONCO BOOK

---

SANTA CLARA UNIVERSITY  
2024-25

# TABLE OF CONTENTS

|   |       |
|---|-------|
| Welcome to SCU . . . . .  | 3     |
| Santa Clara University Ohlone History . . . . .                           | 4     |
| <b>Information and Resources</b>  |       |
| Mailing and Shipping to Campus . . . . .                                  | 5     |
| Voter Registration . . . . .  | 6     |
| <b>Academics</b>  |       |
| Drahmann Academic Advising and Learning Resources Center . . . . .        | 7     |
| HUB Writing Center . . . . .  | 8     |
| Mathematics Learning Center . . . . .                                     | 8     |
| University Library . . . . .  | 8     |
| The Imaginarium . . . . .   | 8     |
| Honors Program . . . . .  | 9     |
| Center for the Arts and Humanities . . . . .                              | 9     |
| SCU•Presents Performing Arts Center . . . . .                             | 9     |
| Global Engagement . . . . .   | 10    |
| Diversity and Inclusion Center (DISC) . . . . .                           | 11    |
| Career Center . . . . .   | 12    |
| <b>Centers of Distinction</b>   |       |
| Ignatian Center for Jesuit Education . . . . .                            | 13    |
| Markkula Center for Applied Ethics . . . . .                              | 13    |
| Miller Center for Social Entrepreneurship . . . . .                       | 14    |
| Ciocca Center for Innovation & Entrepreneurship . . . . .                 | 14    |
| <b>Additional Centers</b>   |       |
| Center for Sustainability . . . . .                                       | 15    |
| The de Saisset Museum . . . . .   | 15    |
| <b>Division of Student Life</b>   |       |
| Various Departments within the Division of Student Life . . . . .         | 16–17 |
| Center for Student Involvement . . . . .                                  | 18    |
| The Cowell Center: Counseling and Psychological Services (CAPS) . . . . . | 19    |
| The Cowell Center: Health Insurance . . . . .                             | 20    |
| The Cowell Center: Student Health Services . . . . .                      | 21    |
| The Wellness Center . . . . .   | 22    |
| Campus Safety Services . . . . .  | 23    |

# TABLE OF CONTENTS

## **Division of Mission and Ministry**

Various Departments within the Division of Mission and Ministry . . . . .24

## **Inclusive Excellence Division**

Various Departments within the Inclusive Excellence Division . . . . .25

Office of Accessible Education . . . . .26

Office for Multicultural Learning and Rainbow Resource Center . . . . .27

## **Other Campus Departments & Services**

Various Campus Departments & Services . . . . .28

Athletics . . . . .29

Auxiliary Services: Overview . . . . .29

Auxiliary Services: Housing . . . . .30

Auxiliary Services: Dining . . . . .31

Auxiliary Services: Bronco Corner Bookstore . . . . .32

Auxiliary Services: Important Dates . . . . .34

Auxiliary Services: Access Credential . . . . .35-36

Parking and Transportation Services . . . . .37-38

## **Miscellaneous**

Campus Contact Information . . . . .39

Campus Map . . . . .40

# WELCOME TO SCU

## Welcome to Santa Clara University!

Every day is a good day to be a Bronco, and there are few days as special as your first! We are happy to help you get ready to join our community this fall.

Consider this Bronco Book your hand-dandy guide to campus resources—from how to get mail on campus to where you can find support for a disability. While the Bronco Book has a lot of answers, it may not contain everything in the SCUiverse (we'd need a much longer book for that). So, if you're looking for a certain department or resource that isn't in this book, let us know and we can point you in the right direction!

As you participate in Orientation and Welcome Weekend, our student team of Orientation Leaders (OLs) is excited to answer any questions you may have and can directly connect you with the resources and information you need. Most importantly, our OLs will provide you and your family with a warm and genuine welcome to the SCU community. If there are any questions that the OLs are not able to address, please contact one of us or have an OL direct you to us. You may contact us at any time at [orientation@scu.edu](mailto:orientation@scu.edu) or 408-551-1995 or just reach out to an individual listed below.

On behalf of the entire Orientation staff, welcome! We are happy you are here!

Sincerely,

**SCU Orientation Team**  
Center for Student Involvement  
Santa Clara University

**Tedd Vanadilok, M.A., M.S.**  
Director  
[tvanadilok@scu.edu](mailto:tvanadilok@scu.edu)

**Lori Salazar, Ed.D.**  
Associate Director  
[lsalazar@scu.edu](mailto:lsalazar@scu.edu)

**Andres Elvira, M.A.**  
Senior Assistant Director for New Student and Parent Programs  
[aelvira@scu.edu](mailto:aelvira@scu.edu)

**Steven Ponce, M.A.**  
Director of Parent and Family Communication & Engagement  
[sponce@scu.edu](mailto:sponce@scu.edu)

# SANTA CLARA UNIVERSITY OHLONE HISTORY

Long before the arrival of the first Europeans, the Bay Area was home to a large native population for thousands of years divided into over 40 tribal settlements: the Tamien, Chochenyo, Matalan, Sagan, Ohlone, and many others. Today, many descendants call themselves Ohlone, however this term is not used by all Native communities whose ancestral territory is within the greater Bay Area.

Following their 1769 encounter with Spanish explorers, life changed drastically for the Ohlone. The Alta California Missions were established and run by Spanish padres (Franciscan Missionaries) who sought to convert Native communities to Catholicism, assimilate them into European culture, and exploit their labor. Due to labor demands, disease, and unsanitary and crowded conditions, the Indigenous community at Mission Santa Clara faced poor health and high death rates.

Although pockets of resistance existed, the Ohlone's way of life, identity, and world view were forever changed by colonization and missionization. However, the Ohlone people did not disappear. Numerous family groups have reclaimed their heritage (working to revitalize language, dance, food, and more) and are seeking Federal recognition in our time.

## Land Acknowledgement Statement

*"We pause to acknowledge that Santa Clara University sits on the land of the Ohlone people, who trace their ancestry through the Missions Dolores, Santa Clara, and San Jose. We remember their connection to this region and give thanks for the opportunity to live, work, learn, and pray on their traditional homeland. Let us take a moment of silence to pay respect to their Elders and to all Ohlone people, past and present."*

## Current and Ongoing Initiatives

Like the land acknowledgement, our increased attention to and programming about Ohlone and other Native American cultures is a collaborative and multivoiced effort. As we embark on the 2024-2025 academic year, we want to provide an update on recent and current initiatives with the Ohlone and Muwekma Ohlone:

In 2019, the President appointed an Ohlone History Working group. This group consisted of both SCU faculty, staff, students and Ohlone representatives. It was charged with:

- Reviewing the current markers and monuments that honor the history of the Ohlone people on campus and particularly the history of the Mission Santa Clara de Asis de Thamien;
- Consulting with Ohlone representatives about their views on the most appropriate ways to honor their ancestors;
- Consult/review commemorations of Native Peoples at other California Missions; and
- Draft recommendations based on investigations and consultations.

This group completed its report in late 2020 during the pandemic and efforts underway to address the recommendations. Lauren Baines from the de Saisset Museum and Ray Plaza from the Office for Diversity and Inclusion are the co-coordinators of the Ohlone implementation effort.

During the upcoming 2024-25 school year, SCU will be formally mark Indigenous People's Day in October as a formal academic holiday. In addition, SCU will be hosting its 5th annual PowWow in May 2025, as well as the 3rd annual Native American Symposium in May 2025.

There are opportunities to get involved with the Native American Coalition for Change (NACC), which formed in late 2015.

As an institution we are committed to better educating all of our stakeholders (students, faculty, staff, alumni) about SCU's Indigenous legacy and engagement. In addition, SCU is committed to being a partner with the Ohlone and Muwekma Ohlone

## Further Resources

SCU Indigenous Legacy  
[scu.edu/diversity/indigenous-legacy](https://scu.edu/diversity/indigenous-legacy)

The Ohlone History Working Group report:  
[scu.edu/media/offices/diversity/pdfs/V10.2\\_OHWG\\_CombinedReportFINAL.pdf](https://scu.edu/media/offices/diversity/pdfs/V10.2_OHWG_CombinedReportFINAL.pdf)

The SCU Native History Tour on Google Earth:  
[scu.edu/nativetour](https://scu.edu/nativetour)

The Ohlone Heritage Hub website:  
[scu.edu/community-heritage-lab/ohlone-heritage-hub](https://scu.edu/community-heritage-lab/ohlone-heritage-hub)

The Ohlone LibGuide:  
[libguides.scu.edu/ohlone](https://libguides.scu.edu/ohlone)

# MAILING AND SHIPPING TO CAMPUS

## Proper Address Format

All incoming mail (letters, flats, boxes, and packages) **MUST** be addressed as follows:

Student Name  
SCU- \_ \_ \_ \_ \*  
500 El Camino Real  
Santa Clara, CA 95053- \_ \_ \_ \_ \*  
\*Your 4-digit box number assigned by Housing.

All mail is identified and sorted by your box number. All mail without a box number will be returned to the sender. DO NOT have mail addressed to your room number or hall name — it **will not** be delivered.

**The term P.O. BOX should never be used in your address.**

## Mail Delivery

The Housing Office assigns specific mailbox numbers to all On-Campus residents. Mailbox numbers can be found in your Housing application within the SCU Housing Portal.

If you have difficulty finding your mailbox number, contact the Housing Office at [housing@scu.edu](mailto:housing@scu.edu) or 408-554-4900.

All mail may be picked up at the Campus Post Office pick-up window, located at University Operations (Building 604)

Students living off campus in SCU Neighborhood Units must address mail and packages directly to the physical address of the Neighborhood Unit.

The Campus Post Office pick-up window hours are Monday - Friday 9 AM - 4:30 PM.  
The Campus Post Office is not open on weekends or on University administrative holidays.

## Amazon Lockers on Campus

Most Amazon purchases can be sent to the Amazon lockers on campus. Select "Amazon Locker - Broncos" or "Amazon Locker - Mecren" to have your Amazon packages delivered to the lockers in Alameda Hall (Building 601).

**You have 3 days from the date of delivery to pick up your package.**

# VOTER REGISTRATION

Santa Clara University is engaging its student body to register to vote, gain resources about the variety of ways to vote, learn about the election process, participate in election-related events, and vote on election days.

As a participating institution in the ALL-IN Campus Democracy Challenge, SCU has the following goals:

- Provide students with information about how to register to vote in California and all other states.
- Provide students with resources about the variety of ways to vote including absentee voting, voting in another state, and voting while abroad.
- Provide students with resources to learn about the election process, candidates, and issues of interest.

Learn more and view online resources at: [scu.edu/csi/voter](https://scu.edu/csi/voter)

## Online Resources

Voter Registration Information for California

- Register to vote in California
- California voter registration information
- California college students and voters living abroad

Voter Registration Information for All 50 States

- Register to vote in any state
- Registration deadlines by state
- Check to see if you are already registered to vote
- Obtain an absentee ballot
- Find your polling place
- Sign up for election reminders

Voting While Abroad

- U.S. Department of State: information about how to vote while traveling in other countries

Preparing to Vote

- **BallotReady.com**: “Every candidate and referendum, explained” — explore your ballot, make informed choices, vote
- **BestColleges.com**: Student Voting Guide
- **PublicServiceDegrees.org**: Online Guide for First-Time Voters
- **IssueVoter.com**: Online platform giving students the opportunity to choose the issues they care about and follow

# DRAHMANN ACADEMIC ADVISING AND LEARNING RESOURCES CENTER

Success for Every Student

The John B. Drahmman Academic Advising and Learning Resources Center serves as the central location for Core Curriculum advising, as well as advising for undeclared students. Every student is also assigned a faculty advisor from their academic department. The staff and faculty University Advisors of the Drahmman Center are committed to the vision of “Success for every student.” Every student’s journey is unique, and may benefit from modifications and support from several campus resources. We are proud to be one of those resources and work closely with our colleagues across campus to develop a network of support for SCU students.

## Advising

- General academic advising for all undergraduates
- Pre-Health advising
- Pre-Law advising

## Tutoring

- Online and in-person appointments available for numerous lower division courses in the College of Arts & Sciences
- All tutors are currently enrolled undergraduate students recommended by the faculty

## Academic Success Workshops

- Workshops available on topics including time management, study skills, and course registration
- Online resources available on the Drahmman Center website

## Contact Us

[scu.edu/drahmann](https://scu.edu/drahmann)

To schedule advising or tutoring appointments, click *Make an Appointment*.

Drahmann Academic Advising Center: Kenna 101

408-554-4318

[drahmanncenter@scu.edu](mailto:drahmanncenter@scu.edu)

[facebook.com/drahmanncenter](https://facebook.com/drahmanncenter)

[instagram.com/drahmanncenter](https://instagram.com/drahmanncenter)



**DRAHMANN CENTER**  
SUCCESS FOR EVERY STUDENT



## HUB WRITING CENTER

[scu.edu/provost/writingcenter](https://scu.edu/provost/writingcenter)

408-554-4127

[hub@scu.edu](mailto:hub@scu.edu)

The HUB Writing Center is a resource for anyone at SCU. We assist undergraduates, graduate students, faculty, and staff who are working on writing and public speaking projects.

Our main goal is to help writers develop as writers. This means we can help you refine your ideas, analysis, organization, and more. You can even come in just to brainstorm about a topic and your plans for an assignment.

The HUB is there to help you, so we will not take your paper from you and make changes or edit your work. If you come in for help with grammar, you can expect more than editing. Our goal is to help you learn what your strengths as a writer are, how you can capitalize on those, and what you can do to communicate your ideas most effectively.

The HUB also offers tutoring for public speaking!

## MATHEMATICS LEARNING CENTER

[scu.edu/cas/mathematics-learning-center](https://scu.edu/cas/mathematics-learning-center)

408-551-3477

[mlc@scu.edu](mailto:mlc@scu.edu)

The Mathematics Learning Center (MLC) is a community of mathematical thinkers who connect with each other in order to learn together and achieve their goals. Students learn through individual tutoring and study groups. Tutors and students also have some opportunities to grow and work together during special events throughout the quarter.

## UNIVERSITY LIBRARY

[scu.edu/library](https://scu.edu/library)

[askalibrarian.scu.edu](mailto:askalibrarian.scu.edu)

408-554-5020

[librarycirc@scu.edu](mailto:librarycirc@scu.edu)

The Santa Clara University Library provides space and resources for students, staff and faculty to engage in intellectual inquiry and exploration. In the Library, you can hangout with friends in our study rooms, attend a research workshop to improve your skills, listen to engaging authors speak about their work, and have fun! When you have to work on your projects, we have librarians available to work with you, so don't be shy-come on down!

With over 200 databases, over 10,000 journals, and nearly 1 million volumes of books, the Library has something for you. Want to take your mind off of studying for a bit? Check out our Popular Reading collection on our first floor to find your next favorite read. Want to learn more? Stop by our Library Help Desk on the first floor and take a self-guided tour.

## THE IMAGINARIUM

[scu.edu/imaginarium](https://scu.edu/imaginarium)

408-554-4455

[scuimaginarium@scu.edu](mailto:scuimaginarium@scu.edu)

At the intersection of tech, arts, and humanities, the Imaginarium lab is a collaborative and interdisciplinary space dedicated to mixed reality (VR, AR, mixed reality), data visualization, digital art, and game design. Our mission is to create a space where students and faculty can leverage immersive art, data visualization, and human interaction to create projects that emphasize social responsibility, collaboration, and engagement. Our lab is also more than just a physical space; it cultivates a community that thrives on active collaboration, fostering an environment of shared learning and imaginative exploration.

## HONORS PROGRAM

**scu.edu/honors**  
408-554-4439  
honors@scu.edu

The University Honors Program provides small, seminar-style classes that emphasize critical thinking, analytical rigor, effective expression, and interaction among professors and students. Honors classes inspire and enable intellectual risk-taking and lifelong learning and develop globally aware and engaged student leaders for the university community and beyond. The Honors educational experience culminates in a focused, meaningful, and collaborative thesis in senior year.

Honors classes are designed to fit within the curricula of the humanities, natural and social sciences, business, and engineering. Honors students can major in any undergraduate field offered at Santa Clara University. The University Honors Program welcomes students from diverse geographic, ethnic, and religious backgrounds.

## CENTER FOR THE ARTS AND HUMANITIES

**scu.edu/cah**  
408-551-3276  
cah@scu.edu

The Center for the Arts & Humanities (CAH) at Santa Clara University fosters interdisciplinary collaboration in research, creative activity, and outreach. We build and support partnerships, projects, and programming on campus and with our local community. The CAH brings together faculty, students, staff, visiting artists and scholars, and community members to pursue meaningful expression and intellectual inquiry -- the building blocks for a better future and a more just world.

The CAH Fellows Program supports research and creative work in the arts and humanities by students and faculty. Each year a cohort of fellows pursue projects funded by the CAH, develop collaborative programming based on those projects, and join each other in community-building both on and off campus.

## SCU•PRESENTS PERFORMING ARTS CENTER

**scupresents.org**  
408-554-4015  
scupresentsboxoffice@scu.edu

At SCU•Presents Performing Arts Center, we know the arts connect our community. Here, we believe in the power of performance to engage, educate, and entertain our audiences - whether you're being captivated by classical music and avant-garde compositions, thrilled by breath-taking dances, or transported by cutting-edge plays and pulse-pounding musicals, there's always something playing at SCU•Presents Performing Arts Center.

SCU•Presents Performing Arts Center is dedicated to the enhancement of arts education, where artists are central to our creative culture; the advancement of Arts for Social Justice programs, which creates a catalyst for change in our society; and the development of creative partnerships, diverse programming, and outreach opportunities which connect Santa Clara University arts to surrounding communities. We invite you to join us for a wonderful season. Please visit [scupresents.org](http://scupresents.org) for information regarding upcoming events and performances.

# GLOBAL ENGAGEMENT

## Global Engagement

[scu.edu/globalengagement](http://scu.edu/globalengagement)

Global Engagement provides leadership, strategy, and resources that support global diversity and global learning at the University. Global Engagement units include Study Abroad and International Students and Scholars. Santa Clara University's 2030 Strategic Plan prioritizes *Reach on a Global Scale* and articulates goals to "Become a more globally engaged campus through international study, immersion, internship, and research opportunities" and to "Increase the number of undergraduate students who participate in a global study program and the international student population in our undergraduate and graduate programs.

## Study Abroad and Global Programs

[studyabroad@scu.edu](mailto:studyabroad@scu.edu)

Santa Clara University provides students with opportunities to participate in a range of global study programs including: semester or quarter-length study abroad, Global Explorations short-term faculty-led programs, the Global Engagement Innovation Fellowship, the Global Engagement Community Engagement Fellowship, Global Internships, UK Summer Fulbright, and Virtual Programs. Students are strongly encouraged to begin planning for global experiences in their first year and to integrate global programs in their four-year academic plan. Students interested in learning more about undergraduate global programs through Santa Clara are encouraged to **sign up for the study abroad newsletter** and attend our **First Year Students & Families Webinar**.

## International Students and Scholars

[iss@scu.edu](mailto:iss@scu.edu)

Santa Clara University, through Global Engagement's International Students and Scholars team, provides support for international students including immigration advising on F-1 and J-1 visas, intercultural and academic advising, and career integration through academic internships and post-graduation employment. All new international students participate in International Student Welcome (ISW) as part of orientation for new students, which addresses immigration documents and academic adjustment and employment advising. International students at SCU are "students first, international second," meaning they receive support from departments across campus that support whole student success.

## DIVERSITY AND INCLUSION STUDENT CENTER (DISC)

Diversity is the key to unlocking STEM excellence

[www.scu.edu/scdi](http://www.scu.edu/scdi)

408-554-5187

[discinstem@scu.edu](mailto:discinstem@scu.edu)

The recently opened Diversity and Inclusion Student Center (DISC) is a space for our community to come together to celebrate our differences. The physical space and its programming, promotes, educates, and supports diversity in STEM. DISC is open for student organizations, events, workshops, and meetings. It is also a space that students and faculty alike can reach out for resources and trainings. Supported by the School of Engineering, the College of Arts and Sciences, and the Provost Office.

Through DISC, students can:

- Host events, receptions, workshops, or meetings with student organizations, departments, or services on campus
- Access resources in a safe and comfortable environment
- Collaborate on projects and ideas
- Celebrate diversity and achievements of their peers and community
- Utilize the space as an open lounge
- Learn about the vast diversity, cultural histories, and contributions of SCU's student, alumni, faculty, and staff population



# CAREER CENTER

## About SCU's Career Center

The heart of our work at Santa Clara University's Career Center involves a passion for empowering students to find their fit and discover the intersection between their talents, what brings them joy, and what the world needs. We encourage students to engage early and often as they discern and pursue meaningful work and explore Silicon Valley's vibrant employment marketplace.

## Connecting with Employers

We leverage our location in Silicon Valley to build robust relationships with employers of all sizes and across a variety of industries. Every year, employers post thousands of jobs and internships for SCU students through our career development platform, Handshake.

**Handshake:** Students use this platform to search for internships and jobs, participate in virtual recruiting events, message directly with employers, schedule career coaching appointments with our team, and more.

**Employer Engagement Events:** Students connect with employers at a variety of events ranging from large career fairs with over 100 employers to more targeted industry meet-ups, our Diversity Works Expo, and casual coffee chats with individual employers. Students can learn more and register for these events in Handshake.

## Career Readiness Resources

We offer a suite of tools and resources to support your major and career exploration as well as preparation for your job and internship search, including:

### Career Guides by Class Year

Each guide provides a series of tangible actions we encourage all students to take, as well as a variety of next steps you can select from depending on where you are in your career process. These guides, located on our website, are a great place to start and gain access to key strategies and resources for your unique career journey.

### Job Prep Toolkit

This section of our website is packed with resources to help you prepare for your search, including information about resumes, cover letters, interviewing, professional communication, salary resources, and more.



## VMock

This SMART resume platform will help you build a strong resume and enhance your career journey. Get instant feedback and detailed recommendations to help you translate your experiences in a way that resonates with employers.

## Bronco Exchange: Student & Alumni Connections

Whether you're exploring fields of interest, seeking career advice from alumni, or interacting with Broncos across the world, Bronco Exchange is here to help. This easy-to-use platform brings together the experience and expertise of the entire Santa Clara family. Whatever your goals, whatever opportunity you're exploring, and no matter your background, there's a Bronco in your corner ready to guide you.

## Big Interview

This platform provides an excellent way to prepare and practice for virtual interviews, and is accessible through the Job Prep Toolkit on our website.



## Career Coaching Appointments

Meet with a Peer Career Advisor or Career Coach for one-on-one coaching and support. Learn how to get started, get a detailed cover letter critique, take a career assessment, or develop strategies for your search in a meeting with one of our team members.

## Contact Us

[scu.edu/careercenter](https://scu.edu/careercenter)

408-554-4421

[careercenter@scu.edu](mailto:careercenter@scu.edu)

## Visit Us

Benson Memorial Center, 1st Floor

# CENTERS OF DISTINCTION

## Ignatian Center for Jesuit Education

The Ignatian Center for Jesuit Education exemplifies and activates the Jesuit character of Santa Clara University. We deliver experiences, share perspectives, and cultivate practices that bring Jesuit education to life on the SCU campus, in our local area, and beyond Silicon Valley. Our uniquely Jesuit programs encourage dialogue, reflection, and action, preparing people of all creeds and convictions to help create a more equitable, sustainable world. We offer a variety of ways for students to get involved:

- **Arrupe Engagement and Thriving Neighbors:** Go beyond the classroom and into the community to explore the real world basis for your coursework
- **Bannan Forum:** Attend one of our lectures focused on contemporary issues of justice, religion, culture, and society
- **Ignatian Spirituality:** Explore an inclusive array of contemplative offerings for deeper meaning in your life
- **Immersion:** Visit local, domestic, and international communities for a transformative experience of solidarity
- **Fellowships:** Jean Donovan Fellowship, Arrupe Fellowship, Ignatian Fellowship, Thriving Neighbors Fellowship
- **Mission Integration:** Encounter, explore and engage SCU's mission through a variety of opportunities.

To learn more about the Ignatian Center and how you can become involved, visit [scu.edu/ic](http://scu.edu/ic) or contact us at: 408-554-6917 [ignatiancenter@scu.edu](mailto:ignatiancenter@scu.edu)

## Markkula Center for Applied Ethics

SCU's Ethics Center brings the campus and the wider world into conversation about the ethical dimensions of the most important issues we face. Whether it's an internship program that brings students into hospital and hospice settings where they learn firsthand about ethical dilemmas in the medical field or a project that provides free materials to encourage and support ethics training for designers and engineers in technology companies, the Center uses the lenses of ethics to address real-world challenges. With focus areas from business ethics to ethics in technology, the Center is a gathering place for multidisciplinary and wide-ranging programs.

### Our student programs include:

- Internships in health care ethics and business ethics
- Hackworth, Honzel, Environmental, and Government Ethics Fellowships
- Hackworth Grants for Students pursuing ethics research
- Ethics Bowl Team (2018 national champion)
- Talks, workshops, and presentations on ethics in many fields
- Student work opportunities in marketing and communications

To learn more about the Markkula Center for Applied Ethics and how you can become involved, visit [scu.edu/ethics](http://scu.edu/ethics) or contact us at: 408-554-5319 [ethics@scu.edu](mailto:ethics@scu.edu).

# CENTERS OF DISTINCTION CONTINUED

## Miller Center for Social Entrepreneurship

For over 25 years, Miller Center has been at the forefront of the social enterprise movement. Our mission is to end global poverty and protect the planet. We fuse the entrepreneurial spirit of Silicon Valley with the University's Jesuit heritage of social justice, community engagement, and global impact — catalyzing innovative, sustainable solutions to poverty, guided by the UN Sustainable Development Goals.

Our award-winning Miller Center Lewis Family Fellowship provides Santa Clara undergraduates with immersive opportunities for students to learn and work with social enterprises on the front lines of poverty eradication around the world. The program combines a fully-funded summer experience in the developing world with two quarters of academically rigorous research. For the fellowship, visit [millersocent.org/fellowship](http://millersocent.org/fellowship). Miller Center also offers a wide range of student internships that allow graduate and undergraduate students to employ their unique skills from a variety of academic disciplines and contribute to positive social impact in the world.

For more information on Miller Center's programs for social entrepreneurs and opportunities for students, visit [millersocent.org](http://millersocent.org) or contact us at [millercenter@scu.edu](mailto:millercenter@scu.edu).

## Ciocca Center for Innovation & Entrepreneurship

[scu.edu/cioccacenter](http://scu.edu/cioccacenter)

408-554-5753

[cioccacenter@scu.edu](mailto:cioccacenter@scu.edu)

Ciocca Center for Innovation & Entrepreneurship is a campus resource that encourages the Entrepreneurial Mindset through academics, hands-on learning, and university-wide programs and events.

An entrepreneur understands and recognizes a problem or pain point and has the determination to solve it. This form of empathy, and the courage to pursue new ideas, innovate and find solutions to problems, is the Entrepreneurial Mindset.

To learn more about the Ciocca Center for Innovation & Entrepreneurship and how you can become involved, visit [scu.edu/cioccacenter](http://scu.edu/cioccacenter)

# ADDITIONAL CENTERS

## Center for Sustainability

[scu.edu/sustainability](http://scu.edu/sustainability)

[sustainability@scu.edu](mailto:sustainability@scu.edu)

Visit us at the 2nd floor of Bergin Hall and at The Forge Garden (corner of Sherman St. and Benton St.)

The Center for Sustainability facilitates change management for sustainability at SCU by bridging academics, campus and community engagement, and operations, to empower students, faculty, & staff to build a more humane, just, and sustainable world.

### Here are some ways to learn more and get involved!

- **Go Thrifting at Daly 317:** Find secondhand school supplies and fashionable outfits - especially for an interview or internship - at our new campus thrift shop! Check out the Center's Instagram (@sustainable SCU) for open hours.
- **Take a class:** Over 1,000 SCU courses explore sustainability topics! Learn about sustainability from multiple disciplinary perspectives. You could also earn a Sustainability Minor or choose the Sustainability Pathway. [scu.edu/sustainability/academics/ugradprograms](http://scu.edu/sustainability/academics/ugradprograms)
- **Visit The Forge:** Our ½-acre organic garden serves as a biodiverse sustainable food production demonstration space. The garden hosts workdays, a farm stand, workshops, and co-hosts events with campus organizations! Check out @theforgegarden on Instagram to learn ways we are working to alleviate food insecurity within our campus community. [scu.edu/theforge](http://scu.edu/theforge)
- **Participate in fun events** like the EcoFashion Show, Garden Prom, Harvest Fest, or learn about our Leading Through Laudato Si' sustainability strategic action plan through a roadshow! [scu.edu/sustainability/calendar/](http://scu.edu/sustainability/calendar/)
- **Earn sustainability playbooks badges for your individual actions:** Check out our website to discover how you can learn, live, lead, and launch sustainability actions in our program! [scu.edu/sustainability/playbooks/](http://scu.edu/sustainability/playbooks/)
- **See what's trending (#sustainableSCU):** Follow us on Instagram (@SustainableSCU) and LinkedIn (SCU Center for Sustainability) for upcoming events, sustainable lifestyle tips and inspiration, internships, and volunteer opportunities!

## The de Saisset Museum

[scu.edu/desaisset](http://scu.edu/desaisset)

408.554.4528

[desaissetmuseum@scu.edu](mailto:desaissetmuseum@scu.edu)

The de Saisset Museum provides ambitious and groundbreaking exhibitions and educational programming to our diverse publics on and off campus that are timely and multifaceted in nature. We foreground projects that highlight the varied realities lived by our diverse community of interdisciplinary makers. We support Santa Clara University's goal of educating the whole person through interdisciplinary collaborations and partnerships. Our work is experimental; we function as a test-site for new ideas, methodologies, and practices and aspire to be in a constant state of evolution. We are governed by a code of ethics that foregrounds diversity, equity, and inclusivity, which is reflected in all that we do.

Get Involved with the de Saisset Museum:

- Experience compelling exhibitions and programming that examine the most pressing issues of our time
- Engage with the redesigned California Stories permanent exhibition created in concert with Tribal advisors
- Participate in research, behind-the-scenes art installation, collections management, social media, and audience engagement through student employment opportunities
- Attend tours, panels, and discussions with faculty, staff, and students from across campus
- Visit for free



# DIVISION OF STUDENT LIFE

## **Benson Memorial Center**

[scu.edu/benson](http://scu.edu/benson)

408-554-4000

[Studentcenters@scu.edu](mailto:Studentcenters@scu.edu)

Benson Memorial Center is the heart of campus life for students. Located on the southwest corner of the Santa Clara University campus, the Benson Memorial Center is the main eatery, events space and casual social hub for students. At Benson, you can casually watch TV, have conversations and meetings, study, enjoy student-inspired programs, eat meals, and satisfy late-night food cravings. Benson Memorial Center also houses the Cellar Market, the university's grocery store.

Benson Memorial Center is the home to several departments including Office of Student Life, Auxiliary Services, Career Services, Housing, Residence Life, Dining Services, Campus Ministry, Office of Accessible Education and Student Centers.

Benson Memorial Center is also home to chartered student organization offices including Activities Programming Board (APB), Associated Student Government (ASG), Into the Wild, KSCU, Multicultural Center (MCC), Santa Clara Community Action Program (SCCAP), Santa Clara Review, The Redwood, The Santa Clara. The Rainbow Resource Center is also located in Benson Memorial Center.

## **Campus Recreation**

[scu.edu/recreation](http://scu.edu/recreation)

408-554-4068

[campusrec@scu.edu](mailto:campusrec@scu.edu)

Campus Recreation is one of the many programs that can provide students an opportunity to stay healthy and active, and help you sleep better and manage stress. We want you to stay active—whether that be in the weight room lifting weights, signing up to participate in a program, or running outside on the campus loop. Our number one priority is to support students in staying active and having fun while maintaining their health. Our recreation facilities include the Pat Malley Fitness and Recreation Center, Sullivan Aquatic Center, Bellomy Field, and the Degheri Tennis Center (shared with the Athletics department). Additionally, there is an outdoor running track that is .43 miles and a campus-running loop that spans .73 miles. Two beach volleyball courts, an outdoor basketball court, and outdoor fitness area are open for use during all hours. Just be mindful of quiet hours for the residence halls. When you are a student, using our facilities for activities like cardio, weight lifting, shooting hoops on the basketball court, or swimming laps in the pool is free of charge. [scu.edu/recreation/facilities](http://scu.edu/recreation/facilities)

**Intramural sports** involve participating in league play against other SCU students, faculty, and staff. You can play table tennis as an individual, or if team sports are more your thing, join a team for flag football, basketball, soccer, and more. Students, faculty, and staff interested in participating can sign up for a team during registration, and the intramural staff takes care of scheduling the leagues and playoffs. There are also various tournaments to join throughout each quarter - typically beginning at week 3 or 4. Tournaments are one day events to compete and win. Champions from playoffs will receive the coveted Intramural Championship t-shirt! Don't have a team to sign up? No problem. Sign up as a Free Agent and join a team already registered.

[scu.edu/recreation/intramurals](http://scu.edu/recreation/intramurals)

**Club Sports** involve competing against other universities on one of the 22 club sport teams. Students who participate in club sports can be all star athletes or just novices—only a few of our teams have tryouts. Our club sports vary in level of competition and compete locally, regionally, and nationally against other universities and practice weekly.

[scu.edu/recreation/clubsports](http://scu.edu/recreation/clubsports)

**Fitness classes** are free to attend but are available first come, first serve - no sign-ups needed. Classes offered vary from cardio classes to mind-body like kickboxing, cycling, to yoga or pilates. Finals week there is a new schedule of classes to help you destress through the week.

[scu.edu/recreation/fitness](http://scu.edu/recreation/fitness)

## **Division of Academic Affairs**

See page 12.

## **Center for Student Involvement**

See page 18.

## **Counseling and Psychological Services (CAPS)**

See page 19.

## **Health Insurance**

See page 17.

# DIVISION OF STUDENT LIFE

## Off-Campus Living

[scu.edu/ocl/](http://scu.edu/ocl/)

408-551-3665

[Neighborhoodambassadors@scu.edu](mailto:Neighborhoodambassadors@scu.edu)

Off Campus Living (OCL), located at 862 Market Street (across from Dunne Hall), assists students in their transition to living off campus and serves as a resource for those living in the local neighborhood. In addition, Off Campus Living works with students, neighbors, City of Santa Clara officials, and Santa Clara Police Department to create a cohesive and supporting living environment for all.

On social media:

Instagram: @scuoffcampus

## Office of Residence Life

[scu.edu/living](http://scu.edu/living)

408-554-4900

The Office of Residence Life has live-in professional and student staff as well as faculty members who are present to provide support and guidance throughout students' time living on campus within the residence halls at Santa Clara University. Residence halls include eight Residential Learning Communities (RLCs) and one additional hall:

- Alpha RLC (Graham Residence Hall)
- Cura RLC (Finn Residence Hall)
- CyPhi RLC (Swig Residence Hall)
- da Vinci RLC (Casa Italiana Residence Hall)
- Loyola RLC (Sobrato Residence Hall)
- Magis RLC (Campisi and Sanfilippo Residence Halls)
- Modern Perspectives RLC (Dunne Residence Hall)
- Unity RLC (McLaughlin-Walsh-Nobili Residence Hall)
- University Villas

## Office of Student Life

[scu.edu/osl](http://scu.edu/osl)

408-554-4583

[osl@scu.edu](mailto:osl@scu.edu)

Student well-being and student success at SCU is of paramount importance. Our Ignatian Values, and our commitment to recognizing the dignity and special gifts of each individual, inform the work of the Office of Student Life (OSL) with each student. Examples of how OSL does this are:

- **Culture of CARE:** As a Jesuit institution, we uphold the value of “cura personalis”, a Latin phrase meaning “care for the whole person” – emotionally, mentally, spiritually, and physically. When students are struggling, community members use the Student of Concern Referral service. This program embodies our commitment to supporting students by connecting them with resources to build resilience and overcome challenges.
- **Basic Needs Program:** Ensuring students' basic needs are met, OSL supports students experiencing basic needs insecurity with a focus on food and housing insecurity. Through the program, students have the opportunity to gain access to the Bronco Pantry (non-perishable food items and fresh produce), donated gift cards, technology, and individual consultation sessions with the Basic Needs Coordinator to be connected to community resources. The program is grounded in trust, thus all requesting or referred students receive assistance without documented legitimacy of need. The program is also based on equity and inclusion to provide needed and culturally responsive services.
- **Off-Campus Living (OCL):** Many junior and senior students reside within five miles of campus, categorized by SCU as "off-campus housing." OCL assists students as they transition to off-campus living and is a resource for those residing in the local neighborhood. Collaborating with students, neighbors, City of Santa Clara officials, and the Santa Clara Police Department, OCL fosters a cohesive and supportive living environment for everyone.
- **Community Standards and the Student Conduct System** The Santa Clara University community is committed to promoting values aligned with academic and personal excellence. OSL is responsible for the administration of the Student Conduct System and the enforcement of our Community Standards and Student Conduct Code. The Student Conduct System is designed to engage students in reflection about their behavior and its impact on self, others, and the community as a whole.

# CENTER FOR STUDENT INVOLVEMENT

## GET INVOLVED!

The Center for Student Involvement provides students with a variety of ways to explore leadership opportunities, try new experiences, continue pursuing current interests, gain valuable skills, learn about themselves, and meet others. We accompany students in their journey to grow and become more.

**scu.edu/csi**

408-554-4745

csi@scu.edu

### Fall Involvement Fair

**Thursday, September 26th**

**6pm-8pm Alameda Mall and SCDI Courtyard**

- Explore over 160 student organizations on campus
- Sign up at any table that interests you for more information on their club meeting times and events
- Detailed event information can be found here: **scu.edu/csi/activities/fairs**

### Student Organizations

Get involved with any of our 160+ student organizations! We have 9 Chartered Student Organizations (CSOs) and over 160 Registered Student Organizations (RSOs).

View the CSO Directory here: **scu.edu/csi/organizations/cso/directory**

View the RSO Directory here: **scu.edu/csi/organizations/directory**

CSOs include:

- Activities Programming Board (APB)
- Associated Student Government (ASG)
- Into the Wild (outdoor wilderness group)
- KSCU 103.3 FM (radio station)
- Multicultural Center (MCC)
- Santa Clara Community Action Program (SCCAP)
- *Santa Clara Review* (literary magazine)
- *The Redwood* (yearbook)
- *The Santa Clara* (newspaper)

RSO categories include:

- Academic
- Business
- Cultural
- Engineering
- Faith-based
- Performance arts
- Professional
- Recreational
- Service
- Social justice
- Special interests

# THE COWELL CENTER COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

This Santa Clara University service is strictly confidential as required by state and federal law.

*The Cowell Center-CAPS is your mental healthcare provider on campus. The Center has a strong commitment to support students and student learning by providing counseling services to students and consultation and outreach programs to the campus community. Any questions concerning your mental health is a matter of consideration for our professional staff.*

**Who is eligible for services?** All enrolled students residing either on or off campus, regardless of insurance coverage.

**What will it cost me?** CAPS does not charge for their services, however, there is a \$30 fee for missed appointments. Otherwise, individual therapy and group counseling are free of charge.

**Where are we?** The Cowell Center-CAPS is located in Building 701 near the Leavey Center and the tennis courts.

**Who makes up the CAPS Staff?** Our staff includes licensed psychologists, postdoctoral fellows, pre-doctoral interns, psychiatric nurse practitioner, case managers, therapists in residence and an outreach coordinator.

**What services are available?**

- Individual, group, and couples therapy
- Crisis intervention and evaluation
- Staff, faculty, student, and parent consultations
- Psychotropic medication referrals
- Psychoeducational programming and outreach
- Referrals to specialists when appropriate

**How to access services** Contact CAPS either by phone 408-554-4501 or in person to schedule an appointment.

**Hours of service** Monday–Friday 8:30 a.m.– 5 p.m.

The Cowell Center will close periodically for meetings. When this happens, notices will be placed on the Center’s door. The Center is CLOSED on weekends and all University holidays. We have limited hours during the summer and hours will be updated on the website.

**Health Insurance** Enrollment in a health insurance plan—which can be your own or one offered through the University—is mandated for all students. University insurance information is available online at [scu.edu/cowell/insurance](http://scu.edu/cowell/insurance).

The Cowell Center-Student Health Services, Santa Clara University, 500 El Camino Real, Santa Clara, CA 95053-1055  
Ph: 408-554-4501 Fax: 408-554-2376  
[scu.edu/cowell](http://scu.edu/cowell)

# THE COWELL CENTER HEALTH INSURANCE

*All students are required to have health insurance.*

Santa Clara University requires all students, enrolled at least half-time in their school or college, to have health insurance. We find some students arrive on campus with a health insurance plan that does not cover them in Santa Clara County. Students may purchase the university sponsored Student Health Insurance Plan. If you have health insurance comparable to the school sponsored plan you may complete the online health insurance waiver form which documents proof of your insurance coverage. Insurance plans need to be fully compliant with the Affordable Care Act (ACA). *All F-1 Visa students are required to be enrolled into the school sponsored insurance plan unless they are a dependent on a plan that meets all SCU requirements.* **The health insurance waiver and benefit requirements as well as deadlines may be found on the Cowell Center Health Insurance webpage.**

To waive out of the university sponsored health insurance plan, the Online Waiver Form must be completed with your own insurance information. **The health insurance waiver must be completed every academic year.** Students wanting to enroll into the school sponsored insurance plan should complete the Online Enrollment Form. Those students not completing the waiver form or enrollment form by the final waiver deadline date will be automatically enrolled into the school sponsored insurance plan.

To access the Online Waiver/Enrollment Form, health insurance waiver, and benefit requirements, and insurance plan information, please go to **scu.edu/cowell/insurance**. The deadline to submit the Health Insurance Waiver/Enrollment Form is September 27, 2024.

The cost of the university-sponsored health insurance plan is not covered in your student tuition. This charge will show up as a separate item on your student account. Please view the Cowell Center Health Insurance webpage for the annual undergraduate premium rate and additional information.

Students are required to upload a health history and immunization record their file in the Cowell Center | My Student Health Portal through the MySCU Portal. The forms can be found through their MySCU Portal in the Cowell Center | My Student Health application.

If you have any questions, please contact Tammy Oh, Insurance Coordinator, at [toh2@scu.edu](mailto:toh2@scu.edu) or 408-554-2379.

# THE COWELL CENTER STUDENT HEALTH SERVICES

This Santa Clara University service is strictly confidential as required by state and federal law.

*Cowell Center-Student Health Services is your healthcare provider on campus. The Center has a strong commitment to providing quality, accessible, and convenient medical care to SCU students. Any questions concerning your physical health is a matter of consideration for our professional staff.*

## Who is eligible for services?

All enrolled students residing either on or off campus, regardless of insurance coverage. All graduate students can access Student Health Services by paying a quarterly fee.

## What will it cost me?

There are nominal fees associated with clinic visits, laboratory testing, medications, and medical supplies ordered for you. These charges are posted to your student account. The Center does not bill insurance companies but students may request a receipt for possible insurance reimbursement according to their plan.

## Where are we?

The Cowell Center-Student Health Services is located in Building 701 near the Leavey Center and the tennis courts.

## Who makes up the Student Health Services Staff?

Our staff includes a campus physician, a physician assistant, a nurse practitioner, registered nurses, a licensed vocational nurse, a medical assistant, a registered dietitian, and a physical therapy assistant, when available.

## What services are available?

- Diagnosing illnesses/injuries, e.g. primary care issues, orthopedic, dermatologic
- Physical examinations
- Men's and women's health issues, e.g. STD testing, annual gynecology exams
- Immunizations
- Medical equipment and supplies
- Limited in-house pharmacy
- Referrals to specialists when appropriate

## How to access services

Contact Student Health Services either by phone 408-554-4501 or in person to schedule an appointment. Appointments may also be scheduled online via the SCU Portal, Cowell Center | My Student Health Portal.

## Hours of service

Monday–Friday 8:30 a.m.–5 p.m.  
The Cowell Center will close periodically for meetings. When this happens, notices will be placed on the Center's door and typically recorded on the Center's voice mail. Health services is CLOSED weekends, all University holidays, and from mid-June through mid-August. A health advice nurse is available after clinic hours at 408-554-4880 and during clinic off-hours throughout the academic year.

## Health Insurance

Enrollment in a health insurance plan—your own or one offered through the University—is mandated for all students. University insurance information is available online at [scu.edu/cowell/insurance](https://scu.edu/cowell/insurance).

The Cowell Center-Student Health Services, Santa Clara University, 500 El Camino Real, Santa Clara, CA 95053-1055  
Ph: 408-554-4501 Fax: 408-554-2376  
[scu.edu/cowell](https://scu.edu/cowell)

# THE WELLNESS CENTER

**The Wellness Center** offers a welcoming space for students to explore, engage, resource, relax, reflect, ground, create, snack and share. We accompany students amidst their journeys with interpersonal harm and substance use, while engaging in intentional programming and education on holistic wellness, justice promotion, and violence prevention.

**Confidential Survivor Advocacy** is a support resource for students whose lives have been impacted by sexual assault, relationship violence, stalking, harassment and discrimination. Confidential advocacy offers space to process, safety plan, and navigate resources including information about your options, rights, resources, and reporting options. Appointments are available in-person, by phone call and via Zoom. To schedule an appointment contact Ashleigh Pezzoni or book an appointment on her calendar and indicate your preferred method of meeting.

**Peer Health Educators (PHEs)** are students engaged in building a peer network to encourage, support, and promote holistic well-being for all SCU students.

**Substance Use Consults** are private, judgment-free, and supportive conversations where students can speak candidly about their substance usage. Conversations can be a safe space for students to share their experiences, learn strategies for harm reduction, or a place for students seeking who are sober-curious or in recovery to receive support. If students are interested in additional support, follow-ups can include additional meetings or connection with internal or external resources. Schedule an appointment with Jason Muñoz and indicate your preferred method of meeting in your request or in a follow up email (in-person, Zoom, phone).

## **Support Groups:**

Check out our website for more information!

- Survivor Support Group and Community Nights
- Peer Support Groups in the Residence Halls
- Burnout Broncos - Students at any stage of recovery from substance use and at any point in their academic journeys are welcome to join this supportive community on Fridays from 6-7PM in the Wellness Center.
- One Night at a Time (ONAAT) is a 12-step group that anyone is able to attend, including people who do not identify as alcoholics, but are curious about 12-step meetings or wish to come to support a friend. This group is primarily SCU students, but is open to the community. Meetings are Sundays at 7:30PM in the Wellness Center.

**Violence Prevention Educators (VPEs)** are students engaged in anti-violence work at SCU through meaningful education and community conversations about various forms of harm including sexual assault, relationship violence, stalking, and discrimination. VPEs inspire students to care for survivors and be active participants in creating a safe Santa Clara for us all.

**Violence Prevention Programming:** Engages the SCU campus community in intentional, survivor-centered, culturally-competent programming and education for violence prevention. Through cross-campus collaboration every member of the SCU community is called to co-create a safe community for us all to thrive!

# CAMPUS SAFETY SERVICES

## Phone Numbers to Know

**Campus Safety Emergency Number: 408-554-444 (24/7, 365)**

**Police, Fire, Medical: CALL or TEXT 911**

## Program into your phones:

**Santa Clara Police and Fire Emergency: CALL or TEXT 911**

Santa Clara City Police Front Desk (Non-Emergency): **408-615-4700**

Santa Clara City Dispatch (Police & Fire) Non-Emergency: **408-615-5580**

Campus Safety Services Non-Emergency Number: **408-554-4441**

Shift Watch Commander (WC): **408-554-5079, 408-590-2178 (c)**

Campus Safety Services Director: **408-554-4161**

Campus Safety Services Assistant Director: **408-554-5082**

**Download the RAVE Guardian App**, a companion to SCU Bronco Alert. Receive important SCU Bronco Alerts, call, or chat with Campus Safety Services, and gain access to safety resources and documents.

## Medical Emergencies

Campus Safety Services (CSS) responds to all medical emergencies on campus. Their role is to assess the emergency, render care if needed, and determine what response is appropriate. CSS staff is trained in First Aid and CPR/AED use. SCU EMS, if on duty, will also respond to render care.

***If the patient is experiencing any of the following symptoms CALL or TEXT 911 IMMEDIATELY:***

- Unconscious, or may have experienced momentary unconsciousness
- Head injury
- Bleeding profusely
- Chest pain
- Shortness of breath

## **CALL or text 911 immediately—then call CSS.**

For all other medical emergencies, call CSS. When reporting medical emergencies, be prepared to provide the patient's location, illness/injury, and name, as well as your own name and callback number.

Additional residence hall staff may be used to meet responding personnel and to clear unnecessary persons from the area. **You should be prepared to brief the responding personnel about what you know about the patient, particularly their age.** Also of interest to responding personnel is a patient's pre-existing medical conditions, medications, allergies, what they've eaten that day, and if/how much drugs/alcohol they've consumed. **The goal is to help the patient, not to punish anyone.** Please assist the responding personnel in any way you can.

## Services Your Campus Safety Team provides

**Safety Escorts:** We will provide a safe means of transportation to/from locations on campus and to/from locations within a reasonable distance from campus. We want you to feel safe!

**Maintenance Issues:** We will respond and assess the problem, notifying the appropriate parties.

**Vehicle Assistance:** We will provide battery jump starts to vehicles on campus as well as those within a reasonable distance from campus. We will also provide assistance if you've locked your keys inside your vehicle. Note: liability waivers required.

## SEE SOMETHING? SAY SOMETHING!

If you see anything suspicious, report it to Campus Safety immediately. Please be prepared to provide detailed descriptions of the person(s), clothing, direction of travel and any associated vehicle, bicycle or other method of transportation. Help keep everyone safe by being alert.

## FIRE ALARM ACTIVATION STEPS: Call CSS!

Safely evacuate as soon as possible (NO elevators). Head to your designated assembly site. Wait for "All Clear" from CSS or SCFD.

*The CSS department's mission is to use its resources to keep the campus community as safe as possible.*



## DIVISION OF MISSION AND MINISTRY

The Division of Mission and Ministry is charged with celebrating and cultivating Santa Clara University's Jesuit, Catholic mission and character. Through programs in Campus Ministry, the Ignatian Center for Jesuit Education, and the Mission Church, students are invited to explore their values and spirituality, to experience justice and service in care for others, and to find their path to community and belonging.

### Campus Ministry

[scu.edu/cm](http://scu.edu/cm)

408-554-4372

[campusministry@scu.edu](mailto:campusministry@scu.edu)

Are you hoping to explore your faith and spirituality as a college student? As part of your "education of the whole person," we believe that exploring your understanding of faith and spirituality as it relates to you and the world around you is a worthwhile way to spend some of your time here at SCU.

Rooted in the Jesuit, Catholic tradition of SCU, Campus Ministry offers a variety of ways to explore, learn, and celebrate faith and spirituality and the diverse religious landscape of SCU and Silicon Valley.

#### Here are some ways you can get started:

- Get to know your Spirituality Facilitator (SF) in your residence hall
- Attend Catholic student Mass on Sunday evenings and volunteer to read, serve, sing, or welcome attendees
- Participate in an monthly Interfaith Dinner Discussion
- Stop into the Mission Church for quiet prayer
- Use the Meditation Room in Benson Memorial Center
- Get connected with a religiously-affiliated student group
- Hang out in the Campus Ministry office, and grab a free cup of coffee!

### Ignatian Center for Jesuit Education

See page 13.

### Mission Church

[scu.edu/missionchurch](http://scu.edu/missionchurch)

408-554-4023

[MissionSantaClara@scu.edu](mailto:MissionSantaClara@scu.edu)

Historic Mission Santa Clara stands at the center of the campus' religious and spiritual life, and it continues to welcome Roman Catholic liturgy, spiritual observance, and other activities appropriate to the University's purpose as a Catholic, Jesuit institution of higher learning.

### Division of Mission and Ministry

The Division of Mission and Ministry is charged with celebrating and cultivating Santa Clara University's Jesuit, Catholic mission and character. Through programs in Campus Ministry, the Ignatian Center for Jesuit Education, and the Mission Church, students are invited to explore their values and spirituality, to experience justice and service in care for others, and to find their path to community and belonging.



# INCLUSIVE EXCELLENCE DIVISION

The Inclusive Excellence Division empowers and equips SCU community members, university units, and campus partners with the education and skill sets to prioritize and incorporate equity and belonging into every aspect of living, working, and learning at SCU. Inclusive Excellence includes the Office of Equal Opportunity and Title IX, the LEAD Scholars Program, the Office of Accessible Education, the Office for Diversity and Inclusion, the Office for Multicultural Learning (including the Rainbow Resource Center and the Multicultural Center), and the Office of the Ombuds.

## **Inclusive Excellence Division**

**scu.edu/inclusive-excellence-division**

Vice President for Diversity, Equity and Inclusion:

**Shá Duncan Smith**

408-554-5131

tssmith@scu.edu

Assistant Vice President, Strategy & Planning

**Mo Lotif**

408-554-5324

mlotif@scu.edu

## **Office for Diversity and Inclusion (ODI)**

**scu.edu/diversity**

Senior Director, Office for Diversity and Inclusion

**Raymond V. Plaza, Ph.D.**

408-551-3383

rplaza@scu.edu

The Office for Diversity and Inclusion (ODI) serves as a conduit for diversity and inclusion efforts throughout the campus. It has a strong emphasis area with faculty, staff, and broader campus climate including students and other stakeholders. ODI assists with diversity-related data management and assessment. ODI supports the recruitment, retention, and success of a diverse university community—encouraging collaboration, academic excellence, and a diverse, inclusive campus climate.

## **LEAD Scholars Program**

**scu.edu/lead**

408-551-3309

leadscholarsprogram@scu.edu

The LEAD Scholars Program is for first-generation college students (students whose parents did not graduate from a 4-year college or university) focused on academic success, community engagement and vocational exploration. This program is open to both first-year students and transfer students with the goal of supporting them throughout their college career. Follow us @sculeadscholars

## **Office of Accessible Education**

See page 26.

## **Office of Equal Opportunity and Title IX**

**scu.edu/title-ix**

408-551-3043

titleixadmin@scu.edu

The Office of Equal Opportunity and Title IX oversees the University's compliance with Title IX, equal opportunity, affirmative action, and other state and federal civil rights laws. It helps investigate and resolve complaints of discrimination, harassment, sexual harassment, and sexual violence, including sexual assault, dating violence, domestic violence, sexual exploitation, and stalking.

## **Office for Multicultural Learning and Rainbow Resource Center**

See page 27.

## **Office of the Ombuds**

408-551-3542

ombuds@scu.edu

The Office of the Ombuds a confidential, independent, informal and multi-partial resource for communication and conflict resolution for faculty and staff. The ombuds provides: 1-on-1 discussion to unpack conflict and communication challenges, enhanced communication skills, provide informal mediation and facilitation, and can also be a navigational resource for when you aren't sure where to go. Working with the ombuds is entirely voluntary and is not a substitute for other formal procedures. The office welcomes all inquiries from the SCU community.

# OFFICE OF ACCESSIBLE EDUCATION

## Mission Statement

The Office of Accessible Education (OAE) has been designated by the University to ensure compliance with federal and state civil rights statutes that protect SCU's disabled community. The OAE strives to support disabled students with equitable access to all academic and University programs so they can participate fully in campus life, programs, and activities. In an effort to build a more inclusive and accessible campus community, the OAE coordinates disability-related educational programming, connects students to ancillary University services, supports faculty and staff through the HR process with digital accessibility accommodations, and collaborates with faculty in the provision of academic accommodations.

## What is a Disability?

The disabled experience is diverse, encompassing people from all backgrounds and identities. A disability is a physical, medical, intellectual, psychological, or other type of impairment that significantly impacts or substantially limits one or more major life activities. Disabilities can be visible or invisible, something a person is born with or has acquired at any point in life. Disability includes, but is not limited to: learning disability, attention deficit disorder, autism spectrum disorder, blind or low vision, deaf or hard of hearing, a mobility or chronic health condition, and/or a psychological disorder.

## How to Register?

Complete the Office of Accessible Education's online application at:

<https://www.scu.edu/oe/register-with-oe/>

After the OAE receives an online application, students requesting accommodations will be invited to meet with an OAE Advisor to complete an intake appointment. During this interactive conversation, the OAE Advisor will have an opportunity to better understand the impact of the student's disability and previous accommodation experience. Relevant documentation will assist the OAE in establishing reasonable accommodations. Documentation may be provided by any qualified professional that can speak to the disability and its impact(s) on one or more major life activities.

## Contact Us

[scu.edu/oe](https://www.scu.edu/oe)

Office of Accessible Education

Benson Memorial Center 1

(408) 554-4109

[oe@scu.edu](mailto:oe@scu.edu)

# OFFICE FOR MULTICULTURAL LEARNING AND RAINBOW RESOURCE CENTER

## Office for Multicultural Learning

As a part of the Inclusive Excellence Division, the Office for Multicultural Learning is committed to promoting social justice, building bridges across diverse communities, and celebrating differences of students at Santa Clara University. In addition, we advocate for historically underrepresented populations and educate the whole person within the context of Jesuit values.

## Where We Are Located

832 Market Street (across from Swig Hall)

## Hours of Operation

9 a.m. – 5 p.m. Monday–Friday and upon request

## 2024–25 Programs

- Una Noche in Latinoamerica Dance Party
  - Lunch & Learn: Exploring the International Student Experience
  - The Langston Hughes Project
  - Lunar New Year Celebration
  - International Women’s Day Luncheon
  - ClipDart Haircuts
  - Multicultural Recognition Ceremonies
- And more!

## Collaborating Student Organizations

Multicultural Center located in Shapell Lounge, African Student Association (ASA), Asian Pacific-Islander Student Union (APSU), Barkada (Filipino), Chinese Student Association (CSA), Hermanas Unidas, Igwebuike (Black/Pan-African), Intandesh (South Asian), Japanese Student Association (JSA), Ka Mana’o O Hawai’i, Korean Student Association (KSA), Latinx Student Union (LSU), Middle Eastern North African Club (MENA), Queer People of Color Association (QPOCA), Students for Justice in Palestine (SJP), Together for Ladies of Color (TLC), Vietnamese Student Association (VSA), Undocumented Students & Allies Association (USAA)

## Rainbow Resource Center

As a part of the Office for Multicultural Learning, the Rainbow Resource Center (RRC) educates, empowers, and celebrates the experiences and identities of the LGBTQ+ community at Santa Clara University. The RRC maintains an affirming, inclusive, and welcoming environment for people of all identities. In addition, we advocate for those who self-identify within the wide spectrum of sexual orientations and gender identities/expressions and educate the whole person within the context of Jesuit values.

## Where We Are Located

Benson Memorial Center 11

## Hours of Operation

9 a.m. – 5 p.m. Monday–Friday and upon request

## Contact Information

[scu.edu/oml/rrc](https://scu.edu/oml/rrc)

408-551-3397

[rrc@scu.edu](mailto:rrc@scu.edu)

## 2024–25 Programs

- Lunch & Learn: Exploring the SCU LGBTQ+ Student Experience
  - Multicultural Recognition Ceremonies
  - Gays in the Garden
  - Trans and Non-Binary Medical Transitioning Workshop
  - Trans Day of Remembrance Vigil
  - Thrift-T Affirming Clothing Drive
  - Fluidity: A Gender Expressive Fashion Show
- And more!

## Collaborating Student Organizations

Queers & Allies within the Santa Clara Community Action Program (SCCAP), Queer People of Color Association (QPOCA) and Queer & Qualified.

# VARIOUS CAMPUS DEPARTMENTS & SERVICES

## **Auxiliary Services: Housing, Dining, ACCESS Card and Bookstore**

See pages 28–36.

## **Campus Safety Services**

See page 23.

## **Center for Sustainability**

See page 14.

## **Emergency Planning**

[scu.edu/emergencyplanning](https://scu.edu/emergencyplanning)

408-551-3636

[tmasamori@scu.edu](mailto:tmasamori@scu.edu)

Emergency Planning strives towards creating a campus culture of resilience and preparedness for emergencies and other disruptions. By providing training and awareness to our campus community, Emergency Planning aims to achieve a state of readiness across the University.

Go to the Emergency Planning website and view the "Be Prepared" section to see details related to helping SCU students be prepared for the following types of emergencies:

Fires

Gas Leak

Earthquakes

Active Threat

Hazardous Materials & Spills

Medical Emergencies

Radiation Emergencies

Mental Health Emergencies

Wildfire Smoke, Severe Weather & Extreme Heat

## **One Stop Enrollment Services Center**

[scu.edu/onestop](https://scu.edu/onestop)

408-551-1000

[onestop@scu.edu](mailto:onestop@scu.edu)

Located in the Schott Admission and Enrollment Services Building along with Undergraduate Admissions, the One Stop Enrollment Services Center assists students with billing, payments, financial aid, and registration needs. We have eliminated the need for you to travel across campus or call multiple departments to obtain answers to your questions related to the Bursar, Financial Aid, and Registrar.

## **Parking and Transportation Services**

[scu.edu/transportation](https://scu.edu/transportation)

408-551-7080

[transportation@scu.edu](mailto:transportation@scu.edu)

We are a dedicated group providing parking and transportation services to staff, faculty, students, and visitors of the Santa Clara University campus. We are located on the lower level, southwest corner of the Main Parking Structure.

Transportation Services provides support for all campus transportation needs. We have several transportation programs geared toward enhancing sustainability and efficiency for all SCU students, faculty, and staff.

Parking restrictions have been applied to First-Year students, as it is our belief that they will be least impacted by this policy.

There are many shopping areas located conveniently near campus. The University's Transportation website provides a number of public transportation alternatives for all students.

Please visit [scu.edu/transportation](https://scu.edu/transportation) for information regarding parking rules and regulations as well as transportation programs and transit information.

## **Technology Help Desk**

[scu.edu/technology](https://scu.edu/technology)

408-554-5700

[techdesk@scu.edu](mailto:techdesk@scu.edu)

Staff at the Technology Help Desk, located on the first floor of the Learning Commons, is ready to help you with your network and computing needs.

# ATHLETICS

## **santaclarabroncos.com**

408-551-3937

ruffriders@scu.edu

Santa Clara's Division I teams have a history of excellence in the West Coast Conference and on the national stage. Our student-athletes have gone on to become All-Americans, Olympians, World Cup champions and Hall of Famers. We're home to champions at the highest levels, competitors who participate for the love of the game, and everything in between. Our NCAA Division I student-athletes have the backing of elite coaching and training staff, faculty, and fellow students.

The Ruff Riders are the Official Student Section of the Santa Clara Broncos. Ruff Riders receive free admission to all regular season home athletics events. To claim your ticket today visit **santaclarabroncos.com/ruffriders**. To buy tickets for your parents and family visit **santaclarabroncos.com/tickets** Go Broncos!



# AUXILIARY SERVICES

The Auxiliary Services division provides the Santa Clara University community with key elements of campus life. Each unit provides vital non-academic support including housing, dining, ACCESS card services, and course materials. These essential services enable students, faculty, and staff to focus on academics and campus life. We strive to be an innovative, socially responsible, customer-centered and financially accountable community builder.

## **Auxiliary Services**

Benson Memorial Center 213

**scu.edu/auxiliary-services**

408-554-4070

## **ACCESS Card Office**

Benson Memorial Center 106

**scu.edu/access**

408-551-1647

access@scu.edu

## **Bronco Corner Bookstore**

Benson Memorial Center

**scu.edu/auxiliary-services/bookstore**

408-554-2356

bookstore@scu.edu

## **Housing Office**

Benson Memorial Center 212

**scu.edu/living**

408-554-4900

housing@scu.edu

## **Dining Services**

Benson Memorial Center 203

**scu.edu/auxiliary-services/dining-services**

408-554-4796

diningservices@scu.edu

# AUXILIARY SERVICES: HOUSING

Undergraduate, Graduate, and Law students have the opportunity to live in University housing either on or near campus. In mid-August, the Housing Office will notify, via your SCU Housing portal, all undergraduates who have applied to live on campus for the 2024-2025 academic year of their specific room assignment, roommate information, and Move-In instructions. Graduate and Law students will be notified via campus email on a rolling basis after they apply.

## Packing for SCU

In preparing to move on campus, there are a few things you should think about before packing. Here are a few items students should bring (visit our website for a detailed list):

- Linens: Mattresses in most accommodations are extra-long twin (80 inches) and will require extra-long sheets and bedding. University Villas, Bellarmine Hall, Park Avenue Apartments, and St. Clare Hall mattresses require full/double sheets and bedding.
- Towels and toiletries
- Smart Power Strips: Power strips must be UL approved. Extension cords are not permitted.
- Small microwave ovens, TVs, and refrigerators (up to 4.5 cubic feet and Energy Star rated) are allowed in the halls; however, items with an exposed heating element are not.
- Refrigerators are already provided in apartment and studio accommodations. Small microwave ovens, TVs, and refrigerators (up to 4.5 cubic feet and Energy Star rated) are allowed in the halls; however, items with an exposed heating element are not. Refrigerators are already provided in apartment and studio accommodations.

## Plan an eco-conscious Move-In to support a zero waste Move-Out

In partnership with the Center for Sustainability, we recommend considering the impact of your purchases when planning to live on campus. Being selective about what you bring, and communicating with roommates on shared items, will help reduce the volume of items you will need to move out at the end of the year. Make more sustainable choices by shopping locally or second-hand and avoiding disposable packing materials. Leave those plastic water bottles on the shelf and bring your re-useable bottles and tumblers. Waiting until you have arrived on campus to determine what extras are needed for your space and opting for durable items that will be used year after year will help eliminate waste.



# AUXILIARY SERVICES: DINING

## Dining

Santa Clara University Dining Services, managed by Bon Appétit, offers innovative menus throughout campus. Benson Memorial Center features several dine-in and takeout locations as well as a grocery store open seven days a week. Cafés in Lucas Hall, Guadalupe Hall, Charney Hall, SCDI, and the Learning Commons also provide additional opportunities for a quick meal or snack.

All venues, as well as catering, accept cash, credit cards, the Resident Dining and Dining Plus plans, and ACCESS Card Flex Account payments. Daily menus and upcoming events are posted at [scu.edu/auxiliary-services/dining-services](http://scu.edu/auxiliary-services/dining-services).

### The Marketplace—Benson Memorial Center

The largest of our campus dining venues, The Marketplace includes seating and lounge space as well as new dining venues including Asian & Indian influenced Spice Market. A beautiful dining room features exhibition-style cooking, fresh, flavorful cuisine, and an ever-changing menu. The Marketplace is open seven days a week for breakfast, brunch, lunch, and dinner.

### Fresh Bytes - Sobrato Campus for Discovery and Innovation

The Fresh Bytes dining venue offers small plate dishes with a rotating menu of healthy, sustainable options, smoothies, and Boba Tea. Students can also pick up a full menu of beverages as well as grab and go food options.

### The Cellar Market—Lower level of Benson Memorial Center

The Cellar Market, a campus favorite, is open seven days a week and features a wide variety of fresh produce, snacks, beverages, cooking supplies, ready-to-go salads, sandwiches, and freshly baked treats.

### Mission Bakery + Café—Benson Memorial Center

Mission Bakery, open seven days a week, is the place to come for gourmet coffee and freshly baked pastries. Grab a quick coffee in the morning or a relaxing afternoon cappuccino as well as quick bites throughout the day.

### Campus Cafés

There are four cafes across campus that offer gourmet coffee drinks, specialty teas, and healthy meal options throughout the week for breakfast, lunch, and dinner.

**Sunstream Café**—Learning Commons, Technology Center, and Library

**Cadence Cyber Café**—Lucas Hall

**Side Bar Café**—Charney Hall

## Dining Plans

### All undergraduates living on campus select a Resident Dining Plan when applying for housing.

First-year students may choose either a Preferred Plan of 2,467 points or a Basic Plan of 2,109 points per quarter. Other students living in accommodations with kitchens may choose a Preferred or Basic Plan or may opt for a Junior/Senior Plan of 1,448 points or an Apartment Plan of 316 points per quarter. Your ACCESS credential and your student account are used as payment for using these points via mobile ordering at any on-campus dining venue. The plan points are a quarterly allowance valid until the end of the quarter at which time the plan expires. Any unspent points up to 100 may be carried over from one quarter to the next for the duration of the housing contract. However, at the end of the contract any unspent points are forfeited. Making your purchases with a Resident Dining Plan saves you 9% on sales tax at all campus dining venues.

### All law and graduate students living on campus will automatically receive the new Grad/Law Rate of 948 dining points with an annual housing contract.

Law students will receive 474 points each semester while graduate students will receive 316 points each quarter.

If you commute to campus or run out of your Resident Dining Plan, you may opt to purchase a Dining Plus Plan. You can create this optional plan with a deposit of any amount any time during the school year. Unspent points are available to use throughout your enrollment until graduation or withdrawal; however, the points are not refundable at any time. Purchasing with a Dining Plus Plan provides you cashless convenience and a 9% savings on sales tax at all campus dining venues.





# AUXILIARY SERVICES: BRONCO CORNER BOOKSTORE

**Bronco Corner, operated by Barnes & Noble Education,** is located in the Benson Memorial Center. You can purchase textbooks, school supplies, SCU logowear, gifts, and more at the bookstore.

## Getting Your Textbooks

Bronco Corner works closely with faculty and administrators to make sure you get the best selection of new, rental, used, and digital textbooks. The University's Textbook Rental Program allows you to rent books for a term and return them after final exams. This program can save you up to 90% off the cost of a new book. Purchasing used textbooks allows you to save 25% off the price of a new textbook. For the most features, you can download ebooks and save up to 60%. E-books are not only eco-friendly but are convenient and can be downloaded right from Bronco Corner's website at [scu.edu/auxiliaryservices/bookstore](https://scu.edu/auxiliaryservices/bookstore).

## Online Ordering: Textbooks and General Merchandise

The online experience is designed to mirror the in-store one: fast and easy. Once you have registered for your courses, we encourage you to order your books right away through eCampus. Your book list will pop up ready for purchase. Your credit card will not be charged until late August, early September for an order placed during the summer. Textbooks can be shipped directly to you or held for pickup at the store. Bronco Corner also offers a diverse selection of SCU clothing, gifts, and supplies for purchase online.

## Price Match

The Bronco Corner Bookstore will price match the exact textbook, same edition and format, including all accompanying materials, at the time of purchase. For any orders placed early, we will price match those textbooks and materials through the first week of school. For rental textbooks, we will match our rental used price only. The title must be in stock on the competitor's website or store at time of the price match.

**We price match with Amazon.com if sold and shipped by Amazon, as well as bn.com**

## Textbook Refund Policy

A 100% refund will be given on textbooks if the following conditions are met:

1. The receipt is presented before the return deadline.
2. Textbooks are in original condition.
3. The return is made during the first week of classes of the academic term.
4. The return is made within 30 days of the start of classes with proof of schedule change.

## Selling Your Textbooks Back

At the end of each quarter, the University's Used Book Sell-Back Program will consistently put money back into your pocket. When Bronco Corner knows that a textbook will continue to be used for a course, students can get up to 50% of the purchase price. Bronco Corner can then resell that used book next quarter at a discounted rate. Selling a book back immediately after the final exam gives you the best chance of receiving the highest value for your book.

## Spirit Wear, Supplies, and Gifts

An array of SCU branded items, gifts, best-seller books, and other merchandise is readily available at Bronco Corner. From traditional to cutting-edge, Bronco Corner provides products in both school colors and a range of fashion colors that reflect the current trends.

## Special Events

Bronco Corner is one of the key partners delivering special services for campus events such as New Student Orientation, Homecoming, Parent Weekend, Commencement, and athletic events to help students participate in campus festivities. In addition, the store hosts author book signing events, and holiday and spring clearance sales.



# IMPORTANT DATES: HOUSING, DINING AND BOOKSTORE

Note: These dates reflect important deadlines for Auxiliary Services only. Please also refer to [scu.edu/orientation](https://scu.edu/orientation) for the New Student Checklist.

## Summer

**Mid-July-September 16th** After registering for classes at Summer Orientation, submit an online order via MySCU to purchase or rent your textbooks.

**Monday, August 5th** If you would like to change the Resident Dining Plan you selected on your housing contract, submit a Resident Dining Plan Change Form online within the SCU Housing Portal.

**Mid-July-August 15th** Check your SCU email account for "Salutations from Online Photo"; this email will contain instructions to set up your ACCESS credential student ID. ACCESS credentials are required for Move-In and must be set up by 8/15/23

**Early August** Check the SCU Housing Portal for your room assignment and roommate information.

**Mid-August-September 8th** After viewing your assignment information, contact your new roommate and introduce yourself.

## Fall

**Friday, September 20th** Incoming First Year and Incoming Transfer Student Move-In.

**Saturday, September 21st:** Returning Student Move-In, including University Villas & Neighborhood Units.

**Sunday, September 22nd:** Final day to move in before classes begin.

**Monday, September 23rd** Classes begin.

**Monday, September 30 - Monday, October 7** Request a room assignment changes by submitting a Room Change Request Form within the SCU Housing Portal.

**Monday, October 7th - Monday October 28th** Request changes to your Resident Dining Plan for the winter quarter by submitting a Resident Dining Plan Change Form within the SCU Housing Portal.

**Monday, December 4th - Friday, December 8th** Sell your textbooks back to the bookstore.

**Friday, December 8th** Deadline to return fall quarter rented textbooks to the bookstore.

**Friday, December 13th** Undergraduate residence halls close for Winter Break (does not include University Villas or Neighborhood Units); all students must vacate by 9 p.m. Those needing extensions due to travel are able to apply to vacate by 9:00AM, Saturday, December 14. No extensions will be approved beyond this date.

## Winter

**Saturday, January 4th** Residence halls open for returning undergraduate students at 9 a.m. Visit your Residence Life team at your building service desk to sign in.

**Monday, January 6th** Classes begin.

\*Once the deadline has passed, Resident Dining Plans cannot be changed for that quarter.

\*\*Please note the residence halls are closed between fall and winter quarters; however, halls remain open the remainder of the academic year including Spring Break between winter and spring quarters.

Be sure to check all of our websites listed for other important dates throughout the school year.

# AUXILIARY SERVICES ACCESS CREDENTIAL

Santa Clara University's ACCESS Credential is your official campus ID, library card, debit card, and personalized key that allows you access, as appropriate, to classrooms and SCU facilities, including the Malley Fitness Center. The ACCESS credential eliminates the need to carry cash and is accepted at all campus dining venues, networked printers, vending and laundry machines, and at the campus bookstore. SCU has contracted with local merchants so your ACCESS credential is also accepted at many restaurants within walking distance of campus.

## Getting Your First ACCESS Credential

Incoming students will be issued a digital ACCESS credential which provides the same great features of your student ID in the convenience of your smartphone. For more details about the digital credential, please visit [scu.edu/access/access-mobile-credentials](https://scu.edu/access/access-mobile-credentials).

New students will be sent an email during the summer with easy instructions to upload a current photo and a picture of a US government issued photo ID or a passport ID. Please note image guidelines to avoid processing delays.

Please visit our website at [scu.edu/access](https://scu.edu/access) for the most up to date information about your ACCESS Credential.

## ACCESS Credential Accounts

Your ACCESS credential has several financial accounts that can be utilized in a variety of ways.

### Resident Dining

If you live on campus, you are required to have a Resident Dining Plan. The points from your chosen Resident Dining Plan will be deposited automatically into your account at the start of each quarter and must be used in the quarter for which they are purchased.

There are two optional ACCESS financial accounts that students find useful.

### Flex Account

The Flex account is a debit account that can be used both on and off campus for cashless convenience and points carry over quarter to quarter and year to year. The Flex account is refundable at graduation less a \$25 fee.

### Dining Plus Plan

The Dining Plus plan is a supplemental meal plan primarily, but not exclusively, for commuter students to take advantage of tax savings at campus dining venues. Dining Plus points carry over quarter to quarter and year to year, but are not refundable.

The chart on the following page highlights the benefits of

each account. For a complete list of locations accepting the ACCESS credential both on and off campus, please visit [scu.edu/access](https://scu.edu/access).

## Opening and Managing Debit Plans

A Flex or Dining Plus account can be opened with a deposit of any amount. Credit card, cash, and check deposits are accepted at the ACCESS Office. You may also authorize transfers of up to \$500 per quarter from your Bursar account to your Flex or Dining Plus accounts in the ACCESS Office. Instant cash and credit card transfers to ACCESS accounts may be made at the Kiosk in the Benson Memorial Center. Instant credit card deposits can be made via the Online ACCESS Office for a \$1 service fee. You can also use the Online ACCESS Office to monitor balances and view your transaction history.

## Lost Cards and Phones

Lost ACCESS credentials should be suspended immediately by calling the ACCESS Office during business hours. After hours, credentials can be suspended by calling Campus Safety at 408-554-4441.

Suspending your physical card or digital credential will protect your debit plans and prohibit improper facility access.

Your initial ACCESS credential is free; however, there is a \$20 fee for replacing a lost credential or changing credential format.



## ACCESS CREDENTIAL ACCOUNTS - FAQ

| DEBIT PLAN FAQs  | FLEX ACCOUNT  | DINING PLUS PLAN   | RESIDENT DINING PLAN   |
|--|---|--|--|
| Where can it be used?  | It is accepted at the bookstore, vending machines, and various campus locations for parking permits, printing, and laundry service.                                       | All dining venues on campus.   | All dining venues on campus.   |
| Who is eligible for the plan?                                | Students, faculty, and staff.   | Students — designed for commuter students or resident students who run out of Resident Dining points before the quarter ends.                          | All students residing in campus housing must purchase a Resident Dining plan as part of their Housing contract.  |
| Why use it?  | Allows for cashless convenience and savings on and off campus.  | Allows students to eat at all campus venues tax free.  | As part of your housing contract, Resident Dining allows students to eat at all campus venues tax free.  |
| What happens to the unspent balance at the end of each term? | The unspent balance carries over from quarter to quarter and year to year. Upon graduation or withdrawal, the unspent balance can be refunded less a \$25 processing fee. | The unspent balance carries over from quarter to quarter and year to year until graduation. Dining Plus points are nonrefundable and non-transferable. | Resident Dining must be used in the quarter for which it was purchased. \$100 will carry over from quarter to quarter as long as you reside on campus. Resident Dining expires at the end of your housing contract in Spring and will not be carried over into the next academic year. |

## PARKING & TRANSPORTATION SERVICES

During permit enforcement hours, all vehicles on campus must have a valid SCU-issued parking permit displayed. Permit enforcement hours are Monday through Friday, 6:00 a.m. to 8:00 p.m. (excluding holidays). Permits are enforced 24-hrs per day in all residential parking lots.

Students may apply for their 2024-2025 parking permits via the AIMS single sign on tile on their MySCU Portal.

### Daily hang tags

#### Prices and forms of payment:

- \$9-daily
- \$29-weekly
- \$85 monthly
- VISA, Mastercard, ApplePay, or cash are all accepted forms of payment.

Daily hang tags are available for purchase at the following locations:

| LOCATION                                     | DIRECTION                                     | HOURS OF OPERATION                    |
|--|---|---------------------------------------|
| Main Entrance Kiosk                          | Palm Drive                                    | Monday-Friday<br>8:00 a.m.--5:00 p.m  |
| Parking & Transportation Services Department | The first floor of the main parking structure | Monday-Friday<br>8:00 a.m.--5:00 p.m. |
| Campus Safety                                | The first floor of the main parking structure | Open 24/7.                            |

### Pay & Display Stations

#### Prices and forms of payment:

- \$4 for 4 hours
- \$6 for daily
- VISA and Mastercard are the accepted forms of payment.
- VISA, Mastercard, ApplePay, or cash are all accepted forms of payment.

Daily parking permits are available for purchase at pay and display stations at the following locations:

| LOCATION            | DIRECTION   |
|---------------------|---|
| North Campus Garage | Located between Franklin and Benton Streets with entrances on Alviso Street and The Alameda |
| Leavey Lot          | Located along Accolti Way off of El Camino Real   |
| Guadalupe Hall      | Located along Campbell Avenue off of El Camino Real   |
| Loyola Hall         | Located at the intersection of The Alameda and El Camino Real                               |

# PARKING & TRANSPORTATION SERVICES CONTINUED

## Transit Options

### Prices and forms of payment:

Our office offers a 50% discounted rate on ACE Train passes to all enrolled students with a valid access card.

Transit services in and around the Bay Area:

**VTA**

**ACE TRAIN**

**BART**

**CALTRAIN**

## Alternative Transit Card

An alternative transit card is provided (once per month) for the following modes of transportation: carpooling, bicycling, or taking the train (monthly pass only). Customers may receive a maximum of five complimentary daily parking permits, per month, for using an alternative mode of transportation to get to campus. One card is issued per person.

## Event Planning Needs

Campus Safety Services, Emergency Planning, and Parking & Transportation Services have joined forces to create a robust Event Planning Form for your convenience. Please use our **updated form** when organizing an on-campus event.



[scu.edu/campus-safety/parking-and-transportation-services](https://scu.edu/campus-safety/parking-and-transportation-services)

[transportation@scu.edu](mailto:transportation@scu.edu)

(408) 551-7080

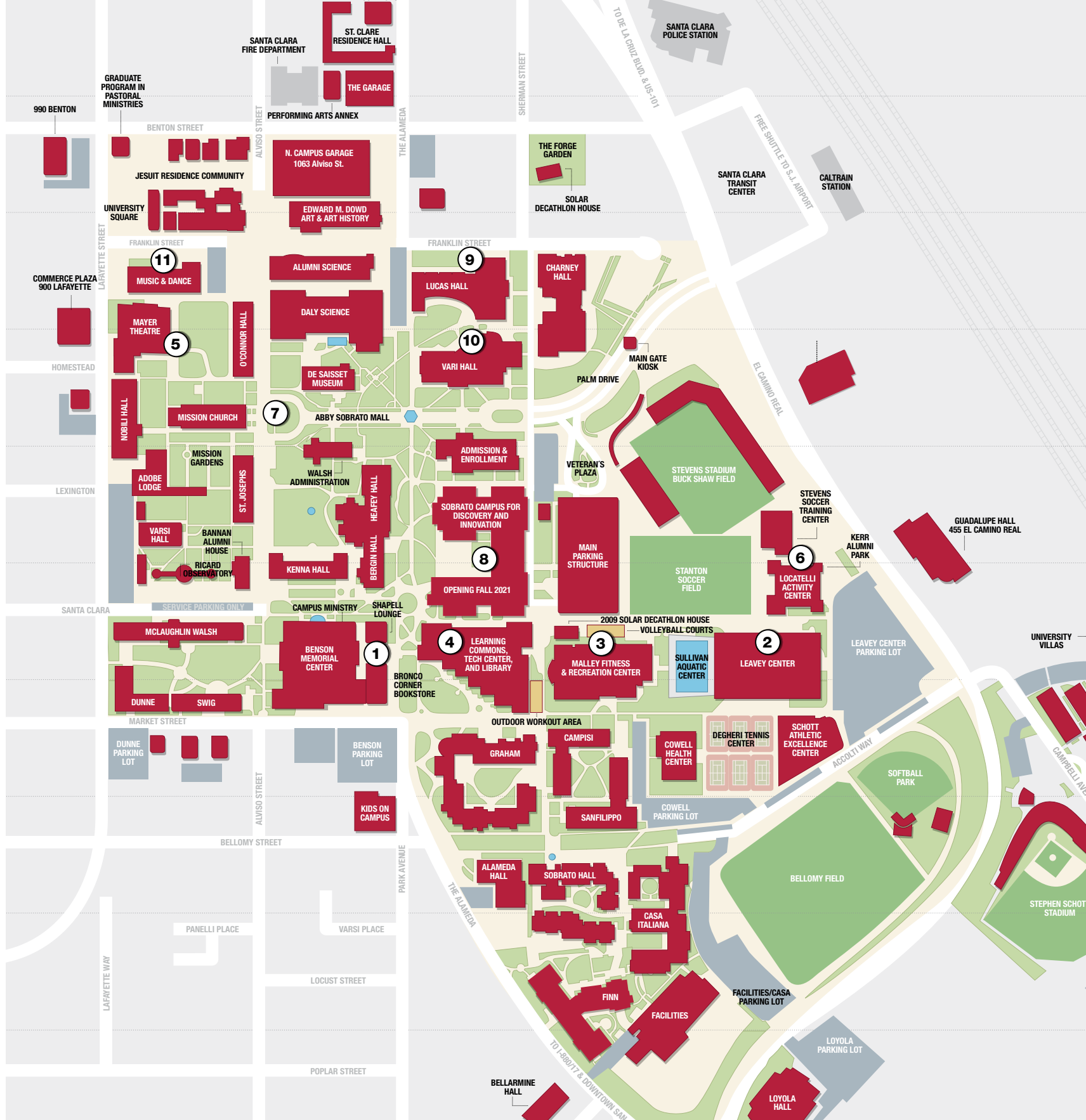


## Campus Contact Information

|   |              |   |              |
|---|--------------|---|--------------|
| Bookstore . . . . .                             | 408-554-4356 | Information Desk . . . . .                          | 408-554-4000 |
| Bursar's Office . . . . .                       | 408-554-4424 | International Student Services . . . . .            | 408-551-3019 |
| Campus Safety . . . . .                         | 408-554-4441 | LEAD Scholars Program . . . . .                     | 408-551-3309 |
| Center for Student Involvement . . . . .        | 408-554-4745 | New Student & Parent Programs . . . . .             | 408-551-1995 |
| College of Arts and Sciences . . . . .          | 408-554-4455 | Office of Accessible Education . . . . .            | 408-554-4109 |
| Counseling and Psychological Services . . . . . | 408-554-4501 | Office for Equal Opportunity and Title IX . . . . . | 408-554-3043 |
| Cowell Student Health Services . . . . .        | 408-554-4501 | Office for Multicultural Learning . . . . .         | 408-551-7152 |
| Dining Services . . . . .                       | 408-551-1792 | Office of the Ombuds . . . . .                      | 408-551-3542 |
| Drahmann Academic Advising Center . . . . .     | 408-554-4318 | Office of Student Life . . . . .                    | 408-554-4583 |
| Financial Aid . . . . .                         | 408-551-1000 | Residential Learning Communities . . . . .          | 408-554-4900 |
| Honors Program . . . . .                        | 408-554-4439 | School of Business . . . . .                        | 408-554-4791 |
| Housing and Residence Life . . . . .            | 408-554-4900 | School of Engineering . . . . .                     | 408-554-4468 |

MISCELLANEOUS





- ① Benson Memorial Center
- ② Leavey Center
- ③ Malley Fitness & Recreation Center
- ④ Learning Commons
- ⑤ Louis B. Mayer Theatre
- ⑥ Locatelli Student Activity Center
- ⑦ Mission Church
- ⑧ Sobrato Campus for Discovery and Innovation
- ⑨ Lucas Hall
- ⑩ Vari Hall
- ⑪ Music and Dance (Recital Hall)



Santa Clara University  
 New Student & Parent Programs  
 500 El Camino Real  
 Santa Clara, CA 95053-1053  
 408-551-1995  
[scu.edu/orientation](http://scu.edu/orientation)