We know you have to deal with stress—homework, tests, and oh yeah, planning the rest of your life. But you might not even have a clue how to find the essentials at Eastern, so we’re here to help.

We’ve spent our summer collecting the information you’ll need to succeed, like finding money, finding a tutor or finding fun.

Our goal is that you will never be as lost as this student. Remember, what you do this school year sets the tone for the rest of your college career.

So, sit back and enjoy Get a Clue, your guide to making the most of your college experience.
The Eastern Progress, which entered its 80th year in publication last fall, is the student-run weekly newspaper published by the department of communications.

The Progress has a circulation of 10,000 and is published each Thursday during the semester, with the exception of university vacation periods. The paper is distributed free on campus and at high traffic points around Richmond. Look for the paper in maroon boxes and racks in classroom buildings, dorms and the student center.

This fall, veteran Progress staffers Jamie Vinson and Jennifer Rogers will lead the editorial staff as co-editors.

Stephanie Ault will lead the business side of the Progress as she returns to the position of advertising manager.

Student Services Building
It's open! Find out where offices have moved.

Who CARES? Your adviser
Learn registration and advising tips.

Department chair listings
Connect with your department chair here.

Academic help
Find out where you can get tutored.

Campus safety
Funky looking call boxes can keep you safe.

Parking
Those towing fees add up.

Housing
So many choices, just one roommate.

Financial aid
Discover more places to look for scholarships.

Find cash fast
Cash your check, get a job, get paid.

Places to go
There's more to Richmond than downtown.

The Eastern Progress
www.easternprogress.com

GET A CLUE is a special publication of The Eastern Progress and is distributed in August 2002 to new and returning students. Information for this special section was compiled by staff editor Christina Cathcart. Ad design was created by Tim Roberts. Cover art was created by Michael Kotora.

Editor Christina Cathcart
Advertising Stephanie Ault and Bryan Ross
Simplify life: discover new Student Services Building

By SHERRI CALHOUN
Contributing writer

Figuring out where to go to get your official transcript, pay your tuition or get a new roommate used to be complicated. You could run from building to building and still not find the right offices. Not this year.

This fall, it shouldn’t take two trips around campus to get your paperwork in order. The Student Services Building will make students’ lives simpler. After two years, the construction is over and the new Student Services Building is finally completed.

Staff can move in and setup shop beginning July 29. Some offices are choosing to stay in their old locations in order to better handle the rush of fall students.

The offices scheduled to move into the new building will all be in by the Monday following Labor Day. The new building will allow students access to most offices pertaining to student life.

Admissions Director Stephen Byrn is excited about the new building’s accessibility for students. “It’s a one stop shopping,” Byrn said. “It’s an excellent situation for the students.” The locations of these offices will change, but phone numbers will remain the same.

Several departments are moving to the new building. They are listed below by floor:

First Floor
Admissions, 112
Graduate School, 129

Pint Floor
Admissions, 112
Graduate School, 129

See LISTINGS, 15

The Student Services Building is located on Park Drive next to Todd Hall.

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Do you have any clue what classes you should sign up for? Consult your adviser and your CARES report. Together, they can help guide you to graduation.

Before registering for classes, students must consult with an academic adviser. The Advising Office assigns advisers and this person's name is on the first page of your CARES (Colonel's Advising & Registration Equals Success) report. Your CARES report is a blueprint of what classes you have taken and what you need to take to graduate. New CARES reports are available online at www.onkne.eku.edu. You also may change, declare or add your major or minor online. While you're there, check your financial aid, holds or GPA.

Take the CARES report with you to adviser meetings. If you're having trouble making an appointment with your adviser, call your department chair's office.

Drop/Add/Withdraw
Not happy with the classes you registered for? You can drop or add on the Web or in person at the Registration Center. To use the online registration, first obtain a Registration Access Code (RAC) from your adviser. To login, enter your social security number. The system will then ask for your personal identification number, or pin. If you haven't changed your pin, then enter your birth date in six digits (032476). Also, the first time you login, the system will prompt you to change your pin. You will then have to set a security question so that if you forget your pin, you will be allowed to set a new pin after answering your security question correctly.

If you forget your pin, you will have to take a picture ID to the Registration Center on campus to have your account reset.

The system will offer several options, but to register select Student Services & Financial Aid. Then you will choose Registration, Drop/Add and the term for which you want to change or drop/add classes.

Important:
Aug. 27 is the last day to add or register for a full-semester course or drop a full-semester course without a grade of W. Classes may be added or dropped via the Web until Aug 27. After that date, you will need to meet with your adviser in order to drop without receiving a failing grade.

Partial-semester courses can be added to a schedule until the first day the class meets and dropped through the halfway point of the term.

To withdraw completely from the university, report to the Registrar's Office. You can also call the office at 622-2410.

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- Racing Forms
- Lexington Herald Leader
- Wall Street Journal
- New York Times
- Eastern Progress

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622-1681
Looking for a department chair?  
All departments are divided by college. The department chair's name, phone number, e-mail and office are listed. All phone extensions are 622-xxxx off campus, 2-xxxx on campus.

![Department Information]

**Computer Science**
Dr. Jacek Retel, 622-2838
jacek.retel@eku.edu
Wallace 417

**Earth Sciences**
Dr. Malcolm Friebe, 622-1273
Malcolm.Friebe@eku.edu
Roark 103

**Economics**
Dr. John Wade, 622-1769
John.Wade@eku.edu
Beckham 237

**English & Theatre**
Dr. Bonnie Plummer, 622-5861
Bonnie.Plummer@eku.edu
Case Annex 467

**Foreign Languages & Humanities**
Dr. Jose Varela, 622-2996
Jose.Varela@eku.edu
Case Annex 368

**Geography**
Dr. Bruce Davis, 622-1418
Bruce.Davis@eku.edu
Roark 301

**Government**
Dr. Jo Ann Burt, 622-1018
Joan.Burt@eku.edu
McNeely 113

**History**
Dr. Ronald Huch, 622-1287
Ronald.Huch@eku.edu
Keith 323

**Mathematics & Statistics**
Dr. Patrick Costello, 622-5042
Pat.Costello@eku.edu
Wallace 312

**Music**
Mr. Robert James, 622-3266
Rob.James@eku.edu
Foster 101

**Philosophy & Religion**
Dr. Ronald Messerich, 622-1400
Ron.Messerich@eku.edu
Case Annex 268

**Physics & Astronomy**
Dr. Christopher Laird, 622-1521
Chris.Laird@eku.edu
Moore 351

**Psychology**
Dr. Robert Adams, 622-1105
Robert.Adams@eku.edu
Cannanack 125

**Health Sciences**
Dr. Deborah Whitehouse, 622-1827
Deborah.Whitehouse@eku.edu
Rowlett 225

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623-2264
Find some academic help

Sometimes we all need a little help on our path to success. There are several places students can go to get a little academic assistance.

Writing Center
622-6191, Case Annex 173
8 a.m.-6 p.m. Mon.-Thu., 8 a.m.-4 p.m. Fri., Sat./Sun.

The lab is open to all students and offers tutoring in composition, grammar, spelling, literature and reading. Papers in all subjects are welcome. Scheduled appointments and walk-ins welcome. UWR tutoring and couriering are available.

Math Tutoring Lab
622-6506, Wallace 342
9 a.m.-6 p.m. Mon.-Thu., 9:15 a.m.-3:30 p.m. Fri. Evening hours to be announced.
The lab is open to students needing help with courses through the first semester of calculus and statistics. Services include one-on-one and small-group tutoring, computer-assisted instruction, instructional videos, assistance in preparing for class and standardized tests and help with math study skills and math anxiety.

NOVA Program
622-1047, 2nd Floor of Turley House
8 a.m.-4:30 p.m. Mon.-Fri.
NOVA is a highly structured and comprehensive "first-year student experience" open to pre-identified students who qualify for this federally funded project. NOVA students enroll in a specially designed freshman orientation course taught by project staff members, who also serve as their advisers.

Individualized attention is given to the academic and personal needs of each student. NOVA students receive a wide array of academic and personal support services including peer mentoring, tutoring, academic advising and assistance with financial aid.

Sign up for UWR

The University Writing Requirement is a one-hour exam in which students write an essay responding to an assigned prompt. The UWR assures the university that students possess effective writing skills before being allowed to earn their degrees.

Schedule your UWR after passing ENG 101 and 102 and earning 60 hours, which is usually at the beginning of the junior year. After 60 hours and until the UWR is passed, you may not enroll for more than 12 credit hours during any semester. If the UWR is not passed after 100 hours, you may not enroll in further degree courses until you pass it.

Students may qualify for special testing arrangements if they have diagnosed conditions that interfere with writing performance or speak/write English as a second language. Contact either the Office of Services for Students with Disabilities at 622-1500 or the Office of International Education at 622-1478.

On test day, arrive 15 minutes before exam time to locate the room assigned to your last name. Bring a photo ID and know your Social Security number.

If you miss your pre-registered UWR, you must sign up for the next available exam date. If you take the exam and fail, see your adviser immediately to reschedule the exam.

A handbook on the UWR, with examples and tips on taking the test, is available online at www.english.eku.edu/WC/UWR.php. This semester, the UWR will be administered from 6-7 p.m. Sept. 27 in the Combs Building.

Library offers clues to coursework

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Safety or crime prevention is not something most students think about when they go to college. After all, there's campus police, and what could possibly happen? Eastern is not a campus that is traditionally considered "unsafe" by students, but crime does happen here. Most students feel safe, but some take extra precautions.

"I always try to walk with a group, especially at night," says Melinda Smith, a senior from Russell Springs. "I feel safe here, but you never know."

Senior Jessica Cross of Berea agrees. "I use my cell phone on campus a lot. Then people know where I am," she said.

The EKU campus police patrol the university and surrounding areas 24-hours a day, watching out for students. But students need to watch out for themselves as well.

"If you see something suspicious, report it. If it doesn't feel good or look good, it probably isn't," says Tom Lindquist, director of Public Safety. "Use your intuition."

Besides intuition, there are some common sense safety rules from the Public Safety Web site, and www.campusesafety.org to help keep you out of harm's way:

- Always lock your car.
- Remember where you parked and have your keys ready.
- Park underneath a light whenever possible.
- Dorm doors and windows should be locked at all times, especially the first two floors.
- Don't leave ID or valuables in plain view.
- Travel with a group whenever possible.
- Be aware of your surroundings. If you see anything unusual, report it to campus police.

Statistics show that crime on Eastern's campus has gone up slightly over the last four years but not drastically. Most offenses involve drugs, alcohol, and theft.

Lindquist says the biggest problem this year seems to be theft from residence halls.

"The biggest thing is to lock your doors," Lindquist said. "It provides a tremendous defense. It protects your property, it protects you." In 2000, there were nine reported burglary and thefts from residence halls.

According to the campus police Web site, four counts of theft have occurred since the beginning of July 2002. No statistics were available for 2001.

The division of Public Safety is in the process of scheduling various safety programs to be put on inside some of the residence halls. Additional programs are available to student groups or individuals by calling the division of Public Safety at 622-2821.
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Safe parking proves not that mysterious

BY JANE CLAUNCH
Contributing writer

Procrastination doesn't pay. In my case, I was left with a bill. I decided to pick up my parking permit the day after I moved into Brockton. To my surprise, a parking ticket was already on my car less than 24 hours after I moved in. I was shocked.

"Students are always surprised when they get tickets," said public safety officer Dave Hisle. "But if they would just park where they are supposed to, they would never have a problem," Hisle said.

Every morning Hisle has to ticket students trying to park in the visitor or employee parking spaces near the Jones Building. "Students know these spaces are not for their use while they go to classes, but they will try it anyway," Hisle said. "So, we have to give them tickets."

To avoid getting tickets, students should always park in a lot which is color coordinated with their parking permit and never park in handicapped spaces, fire lanes, reserved spots, or on the grass. Handicapped parking permits can be obtained from the director of Student Special Services.

Students can sign up for their parking permit during registration. Auto registration can be done easily when registering for classes. The section number can be found in the class schedule book, and students sign up just like adding a class. Permits may be picked up the first day of classes at the Keen Johnson Building.

Vehicles without a parking permit may park in Alumni Coliseum or Begley parking lots from 5 p.m. to 2 a.m. Monday through Friday.

To make it easy to tell where you shouldn't park, certain colors are painted on curbs and designated spots: yellow means no parking anytime; red designates a fire lane and no parking anytime; and blue is for handicapped parking only.

Not only do students have to make sure their vehicles are registered, but they should always have their guests register with Eastern security at the Brewer Building or at the guard station located in the Jones Lot. Temporary permits are available 24 hours a day and your guest will be told which lot to park in that will be most convenient to your location.

There can be tough consequences for disobeying Eastern's parking rules. Penalties for not properly obeying parking rules range from $10 to $100. Appeals for tickets can be made within 15 days of the date of violation with the Division of Public Safety in the Brewer Building.

Just in case your vehicle should happen to get towed, don't panic. A call can be made to Public Safety at 622-2821. They will tell you where your vehicle has been towed and what to do next. Tow charges must be paid with cash only. All unpaid tickets will also have to be paid before you will receive your vehicle.

When students are tempted to park where they shouldn't, they should just remember the words of public safety officer Dave Hisle: "Just park where you're supposed to and you'll never have a problem."
Color codes lead to perfect parking

Several parking lots have been changed since last semester, so be alert to the lot's sign color when parking. Most notably, Lancaster Lot has changed from a general parking lot to a residential lot.

At least two other lots have also changed: Powell East Lot, formerly an employee lot, is now residential, and the general lot near the Disney building is now a commuter lot.

To know where you are allowed to park, you have to register with Public Safety and get a parking permit.

You must have a paid tuition receipt and a copy of your vehicle registration in order to pick up your permit. If you haven't signed up for auto registration, it can be added to your bill when you pick up your permit.

Permits can be picked up in the Keen Johnston Building beginning Aug. 11 for incoming freshmen, Aug. 12 for other students. Hours for Aug. 12-15 are 8 a.m.-6 p.m.; Aug. 16, 8 a.m.-5 p.m. If you're late picking up your permit, you will have to go to the Brewer Building.

According to Mark Jozefowicz, assistant director of Public Safety, students parking in employee lots will be subject to penalties beginning Aug. 16. Commuter and residential lots will not be checked until Sept. 3. At that point, all students must have their vehicles registered and parking permits properly displayed.

Have your permit properly displayed and parked in your designated area. Be given a map with color-coded lots when you sign up for auto registration. When parking, watch for color-coded signs to guide you.

Your parking permit is color coded to match the signs at parking lot entrances. Commuter signs are brown, residence hall signs are blue, and Brockton signs are green. All employee signs are yellow and handicapped areas are marked light blue.

**Shuttle Schedule**
The shuttles run Monday through Friday beginning the first day of classes, from Alumni Coliseum to the Stratton Building and visa versa.

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<thead>
<tr>
<th>MON/WED/FRI</th>
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<td>7:45 a.m.</td>
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<tr>
<td>12:00 p.m.</td>
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Discover housing amenities, regulations

Where are you going to live, study and sleep while you’re trying to figure out all the mysteries of Eastern? Many college students live in one of the 13 residence halls on Eastern’s campus.

All Eastern’s halls have ResNet capabilities, computer facilities, cable access, kitchenettes, study rooms, telephone hookup and a TV lounge. Some of the residence halls even have specialty floors and suites.

In addition, Eastern offers apartment housing on campus. Brockton efficiency apartments are available to students meeting the credit hour, age, disciplinary and roommate requirements.

Students living on campus are allowed to bring certain appliances. Microwaves up to 700 watts, hot air poppers, crockpots, pop-up toasters and refrigerators up to four cubic feet are allowed. Appliances with an open heating element, such as a hot plate, are not allowed.

For more information, contact the Housing Office in the Student Services Building or look at its Web site at www.housing.eku.edu.
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Clue in to available financial aid

If you've been struggling to save every last dollar for your education, take heart. There is help.

The government knows your struggle. It knows that some families, no matter how much they save, will not be able to send their family member to college.

That's why Eastern's financial aid office offers several solutions for tuition payment. Most college students are eligible to receive some sort of financial aid. Financial aid is available in several different forms. Some of it has to be repaid, and some doesn't. Of course, we all want the stuff that doesn't have to be repaid. Unfortunately, not all students are eligible for grants.

Grants, such as the Pell or Cap grant, are distributed to students on an as needed basis. Since grants don't have to be repaid, only students from lower income families, students of a certain age and students proving estrangement from their parents (which is difficult to prove) are eligible for these grants.

If the government deems that your parents make too much money for you to be eligible for grants, you can still apply for a federal student loan. Student loans must be repaid.

Applying for all the different forms of federal aid can be a lengthy process. There are several steps you can take to ensure you don't get overlooked or denied.

You should apply as soon as the government permits. As soon as you file your taxes, you should apply. When applying for the upcoming year, apply in the early spring.

When you apply for the Free Application for Federal Student Aid (FAFSA), you are also applying for grants. It is not a separate application process. If you only want grants, you can turn down your loan once you find out how much you are eligible for. You never have to accept a loan, even if you are eligible for one.

It is important to be meticulous when filling out your FAFSA. If there is a discrepancy on an application or if your information is incomplete, Eastern may ask for additional information, which will be cross-referenced with the IRS, Social Security and Selective Service.

Cross-referencing is how the government verifies that the money it provides is actually being used for its intended purpose.

Online applications are now available and are much faster than mail-in applications. To apply online, go to www.fafsa.ed.gov. Also, any corrections that need to be made will be processed much faster when done online.

Once you have submitted an online application, you must send your signature by mail using the appropriate signature form in the online application. The form must be received within 72 hours. If it is not received by then, the application may be void.

Make sure you read the instructions carefully and make sure all answers are correct. The Financial Aid Office will answer any questions you might have.

Assistance is offered to students who obtain loans. Eastern requires an entrance and exit session that further educates a student on how to keep up with and handle the loan after graduation. This is mandatory. It is also helpful. Students will be notified of their session when they first receive a loan and again when graduation nears.

A student may apply for a loan or grant anytime throughout the year. The application process never stops. But if a student needs the loan or grant to actually pay for school, the student should apply before the school's application deadline.

In case the student applied late, Eastern offers the student the chance to sign a promissory note. The note, which costs about $25 to sign, gives the student an extended amount of time to pay tuition. So, if it's obvious that the loan won't be in before the tuition deadline, sign a promissory note or you will be disenrolled.

Remember, if you have any questions, the Financial Aid Office is there to assist you.

For any additional questions, you may call the Financial Aid Office at 622-2361.
Solutions for cash crises

Several cites offer clues to cashing checks, earning money

Where do you go when you need money in a hurry? When you finally get paid, there are several places both on and off campus to get your check cashed.

ON CAMPUS

Billing & Collections, Coates Building cashiers window, 622-1232. BAC will cash personal checks up to $50 per day, checks from parents up to $200 per day and most payroll checks. Refund checks may be cashed up to $500 per day, with cashier approval. Valid ID is required for both students and employees. Any student or employee having a past due account or three or more returned checks will lose check cashing privileges.

OFF CAMPUS

College Station Liquors, 100 Water St., 623-0890. College Station will cash payroll checks under $500 free of charge and personal checks for up to $25 over the purchase amount. Valid government ID, SSN and phone number is required.

Wal-Mart, 624-4330, will cash personal checks for $10 over the amount of purchase. Valid ID is required.

Kroger, 624-1091, will cash personal checks for $25 over the amount of purchase and payroll checks under $500 for a $4 fee. Valid ID is required.

Winn Dixie, 623-2254, will cash personal checks up to $20 and payroll checks up to $400 for a fee depending on the amount of the check. Valid ID is required.

CHECK ADVANCES

If you don’t have the money in your account, but plan on having it in the next two weeks, some businesses around Richmond will cash your check and hold it for a set time before depositing it. There are varying fees for this service.

• A Plus Check Advance, 625-5066
• Check Exchange, 623-1199
• Check for Cash, 625-1111
• Mr. Check, 623-5455
• National Cash Advance, 625-6555

BANKS

If you don’t want to carry around all that cash, some area banks have special services for Eastern students.

• Citizens Guaranty Bank, 624-2138
• Community Trust Bank, 623-2747
• Cumberland Valley National Bank and Trust, 622-2243
• First Southern National Bank, 623-7199
• US Bank, 624-4930
• Madison Bank, 626-8006
• National City, 624-4423
• Peoples Bank of Kentucky, 626-0431
• Peoples Bank of Madison County, 623-2135

EARNING CASH

If you don’t have any money to need a check cashing service or bank, there are places on and off campus to help with that, too.

On campus

Eastern’s Career Services, 622-1568, www.career.eku.edu, will help with job search assistance, internship searches, hosts job fairs, help you find a graduate school and more. This office can prepare you for an interview, helps you find employers or even write a resume.

Eastern’s Cooperative Education, 622-1296, www.coop.eku.edu, will give you college credit for work. You can find your own job, or this office will do it for you.

Off campus

CBS Personnel Services, 624-3111, offers permanent and temporary employment in the technical, industrial, general labor, accounting, secretary and factories areas.

Express Personnel Services, 624-JOBS, offers temporary, full-time or executive positions in office/clerical, light industrial, technical and computer training fields.

Adecco, 625-6841, will help you find a temporary or permanent position in a variety of fields.

Kelly Services, 624-1644, offers direct placement in different types of jobs. You can check Kelly out on the Net at www.kellyservices.com.

*All major credit cards (VISA, Mastercard, Discover, Amex) accepted, as well as Colonel Card, Checks and Cash on all purchases.
Get out of your dorm, navigate Richmond

Freshman welcoming events

Wed., August 14
- 1:30-3 p.m. Guest speaker, Debra Dickerson, author of "An American Story"; Brock Auditorium.
- 2:30-4 p.m. Free refreshments; Grand Reading Room, Library.
- 3-10:25 p.m. Sorority recruitment; Powell Building.
- 3:15-5:30 p.m. Placement tests; Student Services Building, Room 352.
- 4 p.m.-6 p.m. Student organization fair; Powell Building, outside corner.
- 6 p.m. Student training for e-mail server for new/returning students library, 24 hour lab.
- 8-9:30 p.m. Comedian Brian Brushtwood & Mr. Happy Families; Brock Auditorium.
- 8-12 a.m. Free food and live music; Powell Building Plaza.
- 10 p.m.-12 a.m. Movie - "Java," free watermelon; Alumni Coliseum, outside pool.

Thurs., August 15
- 10-11 a.m. Transfer and non-traditional student orientation; Student Services Building auditorium.

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- Stratton Cafe
- Blimpie
- C-Store

Locations:
- Upper Level Powell
- Stratton
- Martin Hall

Open Until Midnight