



DELAWARE VALLEY
UNIVERSITY

2018
STUDENT HANDBOOK FOR
DOCTOR OF EDUCATION IN EDUCATIONAL LEADERSHIP
Addendum to the University Student Handbook

SCHOOL OF GRADUATE AND PROFESSIONAL STUDIES
Dr. James Moryan, Dean

This document is neither a contract nor an offer of a contract. Every attempt has been made to be as accurate as possible at the time of publication. Fees, deadlines, academic requirements, courses, degree programs, policies and other matters described in this catalog may change without notice. 3.19.2018



DELAWARE VALLEY UNIVERSITY

Office of the Dean
School of Graduate and Professional Studies

Welcome to the School of Graduate and Professional Studies at Delaware Valley University! I am delighted that you have chosen to continue your studies at DelVal.

We offer programs of advanced learning designed to meet the needs of career professionals and working adults. These programs include education, business, counseling psychology, criminal justice and public policy. Our focus is on creating a community of learners that works together with our practitioner-based faculty to expand the boundaries of knowledge and understanding.

The decision to undertake graduate studies is an important one, giving you the opportunity to learn, exchange innovative ideas, be part of a diverse educational community, challenge others while being challenged yourself, and explore and solve current issues of your chosen profession. Our faculty are dedicated to your success, and after you graduate from DelVal, you will be prepared to lead in your field.

The School of Graduate and Professional Studies' future relies on its ability to recruit and retain outstanding graduate students, so the graduate school, the administration and the faculty extend a warm welcome to you. We are committed to helping you realize your academic and professional goals, so please don't hesitate to contact us if you need assistance.

Between matriculation and graduation fall what many of our graduates consider to be some of the most fulfilling years of their professional lives, years spent immersed in an unparalleled academic environment with peers of outstanding ability and creativity, focused on the most compelling challenges of their chosen fields of study. At the end of this exciting and intense course of study, our master's degree recipients go on to hold positions in the front ranks of research and teaching, policy and administration, business and industry, across the United States and throughout the world.

Again, welcome to the program. While the work is rigorous, we anticipate that these years will be an enjoyable and rewarding period for you, your classmates and your instructors.

Sincerely,

Sincerely,

Dr. James Moryan, Dean



DELAWARE VALLEY UNIVERSITY

Dear DelVal Graduate Student:

Welcome to Delaware Valley University, and thank you for choosing to further your education here. Whether you are just starting here at DelVal or you have been taking classes for a while, the information in this student handbook is important and pertinent. Please read it and be prepared to refer back to it frequently. Failure to do so may negatively impact your graduation and/or certification goals.

In addition to the handbook, you will need to familiarize yourself with myDelVal, through which you will register for classes, access your grades and view an unofficial transcript. An important component accessible through myDelVal is your *student planner*. This will tell you what classes you have taken and what classes you still need in order to complete your program. Refer to your student planner before you register each term to be sure you are signing up for the class(es) you need. If you have any questions, please contact your program director. It is your responsibility to review your student planner regularly to be sure that you are registering for the courses you need for your program.

Signing below indicates that you acknowledge your responsibility for the information outlined in this handbook. Please return the signed letter to the program director or his/her designee (which may be your instructor).

Student Signature

Date

Printed Student Name

GRADUATE STUDIES PERSONNEL

Dr. James Moryan, Dean, School of Graduate and Professional Studies
215.489.4889, james.moryan@delval.edu

Ms. Laura Rambo, Administrative Assistant to the Dean, School of Graduate and Professional Studies
215.489.2401, laura.rambo@delval.edu

Dr. Todd Fay, Director of Graduate Programs in Education
215.489.4123, todd.fay@delval.edu

Ms. Gillian Ricchetti, Administrative Coordinator of Graduate Programs in Education
215.489.2480, gillian.ricchetti@delval.edu

Ms. Pamela Heffner, Recruiter, School of Graduate and Professional Studies
215.489.4469, pamela.heffner@delval.edu

Ms. Elise Georgulis, Distance Learning & Graduate Studies Librarian, Library
215.489.2386, elise.georgulis@delval.edu

RELATED SERVICES

Tuition Bill Payment	Bursar 215.489.2376, bursar@delval.edu	Lasker Hall, 2nd floor
Financial Aid	Financial Aid 215.489.2272, finaid@delval.edu	Lasker Hall, 2nd floor
Parking Passes, Tickets, Student IDs	Public Safety 215.489.4444, security@delval.edu	Welcome Center
Student Support Services	Leslee Blahut 215.489.2951, leslee.blahut@delval.edu	Segal Hall
Library	Elise Georgulis, Distance Learning & Graduate Studies Librarian 215.489.2386, elise.georgulis@delval.edu	Krauskopf Library
Director of Military and Veterans Affairs Veterans Certifying Officer	Kerr Smith 215.489.2914, kerr.smith@delval.edu	Elson Hall

USEFUL LINKS

Academic Calendar	delval.edu/events/calendar
Campus Map	delval.edu/maps
Bursar	delval.edu/bursar
Financial Aid	delval.edu/finaid
Technology Services	delval.edu/offices-services/help-desk-technology
Registrar	delval.edu/registrar
Library	delval.edu/library
myDelVal	https://my.delval.edu
Graduate Studies	delval.edu/grad
E2Campus	delval.edu/e2campus
Bookstore	bookstore.delval.edu
Military and Veteran Info	delval.edu/military
Public Safety	delval.edu/offices-services/public-safety
University Catalog	delval.edu/catalog
Registrar's Forms	delval.edu/offices-services/registrar/forms

COURSE REGISTRATION AND ENROLLMENT

ACADEMIC CALENDAR

The academic calendar is published by the registrar's office and contains important dates including term starts and ends, registration periods, drop/add/withdrawal dates and holidays. The calendar is posted on the registrar's Web page and is subject to change. Students will be notified of changes by the registrar's office via DelVal email.

Some courses, such as those offered by the doctoral program, operate outside of the full 15-week terms. Because these courses are shorter in calendar time, please confirm all start and end dates with your program advisor and the academic calendar. Be aware that drop and withdrawal periods for the doctoral program differ. Contact the bursar's office with any questions regarding the financial impact on your drop/add/withdraw.

ADVISING

All new and current graduate students are encouraged to communicate with an advisor in their program prior to registration. It is the student's responsibility to schedule an appointment with the appropriate director or otherwise assigned advisor regarding registration, transfer credits, understanding of program requirements including courses and any fieldwork, employment or exit activities.

COURSE NUMBERS

Every doctoral level course will begin with three letters, as follows:
EDU = Doctor of Education, Superintendent Letter of Eligibility

The next four numbers identify the course: 8000. The final three numbers, appearing after a hyphen, are cohort specific. EDU-8005-514 is a doctoral course, Educational Leadership and Change Theory, specifically for Cohort V.

COURSE LOADS

Cohort students must follow the design of their program and may deviate from that schedule only with the approval of the program director.

Students matriculated into an approved degree or certificate program who wish to apply for federal student aid should be aware of the minimum credit loads associated with their financial aid. Under-enrolling or dropping courses in mid-term may affect financial aid loan eligibility. Students should notify the financial aid office of any change in enrollment plan.

TRANSFER OF CREDITS

For the Doctor of Education in Educational Leadership program, some graduate credits may be transferable upon approval of the Dean. Eligible transfer courses must have been completed at a regionally accredited graduate institution, be at doctoral level equivalent, and completed with a grade of "B" or higher within the last five years. Any course that was part of another degree program completed by the student will not be considered for transfer credits. Expiration dates of potentially eligible transfer credits may vary depending on the time-sensitive nature of the course content. Syllabi will be required to determine equivalence. Official transcripts must be submitted for the transfer to be completed.

COURSE REGISTRATIONS

To register, students log into myDelVal, via the campus portal, and using Student Planning, view, select, save, add or delete courses from their schedules. In the case that a “hold” error is encountered (e.g., bursar, advisement) it is the student’s responsibility to contact the appropriate department to resolve the issue. Your registration is not complete until the hold is resolved. Please refer to “Adding, Dropping and Withdrawing from Courses” and the “Academic Calendar” sections for related information.

Cohort students will be registered for the first term. Subsequent terms registration must be completed online via myDelVal. It is the responsibility of the cohort student to notify his/her program director and department administrative coordinator if a situation arises preventing them from following the cohort schedule. Late registration fees may apply. Please see Bursar’s office.

NEW STUDENT REGISTRATION CONTACTS

Ed.D. Students: Gillian Ricchetti at 2145.489.2480 or gillian.ricchetti@delval.edu

COURSE SYLLABI

The syllabus is the means by which an instructor communicates the plan for the course, how the course will be managed, the methods for conveying the materials, assessment methods and the expectations for all students enrolled in the class. The course syllabus includes the following:

- Pertinent information, including phone number, email, office location and hours for the instructor
- Required and suggested text book or other ancillary learning materials
- Course schedule and assignments
- Grading system, assessment methods and outcomes
- The expected outcomes of the class based on university and academic department criteria

Students should expect to receive a copy of the course syllabus on or before the first class meeting. Syllabi may be distributed in hard copy or electronic formats, via email or posted to Blackboard. It is the instructor’s responsibility to make the syllabus available and the responsibility of the student to access, read and understand the syllabus.

ADDING, DROPPING, AND WITHDRAWING FROM COURSES

Dates for the add, drop, and withdrawal periods are listed in the academic calendar. Be aware that drop and withdrawal periods for the doctoral program differ. Dates may change, particularly due to inclement weather, and students will be notified via their DelVal email if changes occur. Failure to adhere to these dates may result in failed or incomplete grades on your permanent academic record and/or full tuition and fees due. Please see Registrar’s office.

CANCELLATION OF COURSES

The University reserves the right to make changes in the staff, fees, courses of instruction and regulations without prior notice. Courses or cohorts may be canceled due to low student enrollment. If a course or cohort is canceled due to low enrollment, registered students will be contacted and presented with other course options as relevant to their program of study. If no alternative option is available, students will not be assessed any tuition or fees. Students who drop active courses by choice will be assessed tuition/fees as stated by the bursar’s office drop and withdraw policies.

SUBSTITUTIONS FOR REQUIRED COURSES

Students may request, by permission of the appropriate program director, to substitute one course for another to meet the standard program requirements. The student is responsible for downloading the course substitution form, obtaining the necessary signatures and returning it to the registrar’s office before enrolling in the substituted course.

OFF-CAMPUS COHORT PROGRAMS

Off-campus students follow the same policies and procedures as well as benefit from the same services as students attending classes on the main campus in Doylestown. All students, regardless of location, will receive and **must** utilize a DelVal email address with access to the campus portal. It is especially important to access this email regularly, as it is the primary method of communication from campus offices. If a student must withdraw from the doctoral program prior to completion of the degree, he/she must meet with the program director to discuss options.

FINANCES AND FINANCIAL AID

Please see the Bursar's office for the following information for the Academic Year 2018-2019:

GRADUATE TUITION FOR ACADEMIC YEAR 2018-2019:

REFUND POLICY

DELINQUENT ACCOUNTS

FINANCIAL AID

PACE (MAXIMUM TIMEFRAME)

Within the Satisfactory Academic Progress Policy, the institution is required to establish a maximum time frame in which doctoral students must complete their program of study in order to remain eligible for financial aid funds. The maximum time frame for doctoral degree completion at Delaware Valley University is 8 years for a doctoral candidate.

Once a student reaches the maximum amount of credits attempted as specified by the program(s) for graduation, the student will be ineligible to receive further Federal Title IV aid. Students in this category may submit appeals in accordance with the Appeals section of this policy.

ACADEMIC POLICIES AND PROCEDURES

CHANGE OF NAME OR ADDRESS

It is important that a student keep the University informed about name and address changes. Notify the registrar's office either in writing or by submitting the Student Name Change or Change of Address form as appropriate.

EMERGENCY AND WEATHER-RELATED CLOSINGS

If Delaware Valley University deems circumstances necessary to close early or delay opening due to a weather or other emergency, the announcement will be made via the radio, television, DelVal website, DelVal email, e2Campus and the University Facebook and Twitter accounts. E2Campus is a digital alert system that notifies individuals in the event of a disaster. In the event of an emergency, a message will be sent to any registered cell phone and email address and students are alerted immediately of any threat or condition on campus, including inclement weather.

Students, faculty and staff may also find out about closings and delays by calling the University's main telephone number at 215.345.1500. The main greeting will tell you if the University is closed or classes delayed. For the safety and security of the University community, we ask that callers refrain from contacting campus safety concerning inclement weather closings. Please go to the following link to sign up for e2Campus alerts:

<http://www.delval.edu/offices-services/public-safety/e2campus>

- **Doylestown Campus.** Evening and Saturday classes for graduate students may be canceled due to weather at the decision of the Vice President for Academic Affairs. In the case of a late-day weather event, evening classes may be canceled even when day classes were held. If evening classes are canceled, there will be an announcement on the DeVal website, email and E2Campus by 3 p.m.
- **Off-site Graduate Programs in Education.** The local school district hosting the program will make the decision regarding cancellations. If the school district closes school for the day or cancels night programs, DeVal classes will also be canceled.

EDUCATION RECORDS AND FERPA

See Registrar's office (website).

ATTENDANCE POLICY

The Ed.D. program is designed according to a weekend model specifically to accommodate working professionals. Each weekend represents 12 hours of face-to-face time or nearly one-third of the course time. Consequently, attendance in class is critical and mandatory. The University recognizes that unforeseen conflicts with class may occur and will be sensitive to such circumstances. In such instances, the student may be permitted to access class through the use of technology.

EXAMINATIONS

Graduate course final exams or final presentations will occur during a regularly scheduled class meeting time.

GRADUATE GRADING POLICY

A doctoral student must maintain a 3.0 cumulative GPA. If the cumulative GPA falls below 3.0, the student has two terms to bring it up to the minimum, or the student will be dismissed from the University. The student will be informed of the dismissal by the dean. A doctoral student earning any grade below a B is subject to dismissal. The student will be informed of the dismissal in a letter from the dean. The student may reapply to the program after one year (with no guarantee of re-admittance), based on the admission criteria in force at the time of reapplication and completion of a remediation plan outlined by the dean. In addition to the required application documents, at the time of reapplication the student must submit an essay reflecting on what went wrong, what they have done to remediate and what they will do differently going forward.

Any grade of B- or below in a graduate course does not count for credit towards degree/program completion. Any graduate course may be repeated one time.

GRADES

The grading system employed by the University is:

Grade	Numerical Range	Quality	Grade	Numerical Range	Quality
A	93-100	4.0	D+	67-69	1.3
A-	90-92	3.7	D	63-66	1.0
B+	87-89	3.3	D-	60-62	0.7
B	83-86	3.0	F	Failure, below 60	0.0
B-	80-82	2.7	I *	Incomplete	0.0
C+	77-79	2.3	IP **	In Progress	0.0
C	73-76	2.0	NG **	No Grade reported	0.0
C-	70-72	1.7	W	Withdrawn	0.0

Final grades are submitted by the faculty at the end of each term. Grade reports are not mailed.

Grades are available to students through myDelVal, typically 72 hours after the last class of the course. The registrar's office will not report grades to students over the telephone or by email. Students must contact instructors with questions about course grades. All grade challenges must be completed within one year from the time the final grade is issued. Students who require a final grade report from the registrar's office must request the report in writing.

*The incomplete grade may be assigned by the instructor if work in a course has been of passing quality but is incomplete for reasons beyond the student's control and with the approval of the program director. The "I" grade indicates that a substantial portion of the course work has been satisfactorily but not entirely completed as of the end of the term. The "I" grade is applied only in cases where the student is unable to complete the course during the term of enrollment due to serious illness or other extreme factors beyond the student's control. An Incomplete Grade Contract specifying the work to be completed and the due date for a final grade is required and must be signed by the instructor and the student. The grade of "I" is recorded on the transcript and is not calculated in the cumulative grade point average.

The grade of "I" for a graduate-level course must be resolved no more than 30 days after the end of the course. When the coursework is completed, the final grade will be entered for that course and used to calculate the cumulative average. Unresolved "I" grades are converted to "F" grades.

**The IP (In Progress) and NG (No Grade) grades are used at the discretion of the faculty member for such things as research, independent study, etc. and are not included in the calculation of the academic average.

ACADEMIC PROGRESS

Students who fall below a 3.0 at any time in their program or earn a grade below a B will be placed on academic probation. Graduate students must hold a cumulative GPA of 3.0 in order to graduate. Students on probation are required to raise their GPA to a 3.0 or higher within two terms. Failure to raise and maintain the 3.0 or higher GPA will result in dismissal from the program. Students must meet all program competencies and requirements to successfully complete the program.

GRADE CHANGES/APPEALS

Once a final grade is recorded in the registrar's office, it cannot be changed except to correct a documented error made by the instructor or registrar. A student who believes a final grade is incorrect has one year from the time the final grade was issued to challenge the grade. The instructor must document the error in writing, and the vice president for academic affairs must approve the grade change.

ACADEMIC GRIEVANCES:

Students can be placed on academic probation and / or dismissed for failure to achieve required program competencies. A student placed on academic probation, or academically dismissed may appeal the decision to the academic affairs committee consisting of the vice president for academic affairs, the student's program director and the registrar. *Grade disputes may be appealed per the university's Academic Standards Committee guidelines.*

REPEAT POLICY

Graduate students may repeat one course one time. The higher of the two grades is calculated in the GPA and credit is received only once. Courses may be repeated at another institution with approval from the program director; see Transfer Credits from Regionally Accredited Institutions for policy on transfer credits.

STUDENT EVALUATION OF INSTRUCTORS

Every term, students provide feedback to the University and faculty concerning classes and instructors. The candid appraisal from each student is valued. Evaluations are reviewed by the instructor and department only after the course is complete and grades have been submitted.

TRANSCRIPTS

See Registrar's office (website).

LEAVE OF ABSENCE, WITHDRAWAL AND RESUMPTION OF STUDY

Students may request an official leave of absence by providing a written, signed and dated request for a leave of absence to the program director or registrar. The request must include the reason for and dates of the absence and the expected date of return. Approval for the leave of absence take into consideration the reason for the absence and that there is a reasonable expectation that the student will return to Delaware Valley University. The total number of days of the student's combined approved leave of absence cannot exceed 180 days in a 12-month period. If a student fails to return from an approved leave of absence, the student will be withdrawn from the institution. The last date of attendance will be the date of withdrawal.

The University defines "official withdrawal" as a systematic process whereby the student notifies the Registrar's Office of his or her intent to withdraw from all classes at the University. Non-attendance of classes is not an official withdrawal from the University. It is the student's responsibility to complete the official withdrawal form or contact the Registrar's Office, either in person (preferred) or by telephone. If a student simply stops attending classes but has not notified the Registrar of his or her intention to withdraw from the University, that student will receive the grade of "F" for all classes. Additionally, federal law requires that students on financial aid must have an exit interview with the Financial Aid Office upon withdrawal from the University. Failure to comply with this federal regulation may adversely affect future financial aid.

When a student withdraws from the University during the semester, the authorized date of withdrawal will be recorded in the student's permanent file and reported to the National Student Clearinghouse. If a student withdraws from the University by the last day of classes, the student will receive the grade of "W" for every course. The grade of "W" carries neither credit nor penalty. If the student withdraws from the University after the last day of classes (i.e. during final exam week), the student will receive the grade that was earned for every class.

Graduate students who have withdrawn from the University may apply for readmission through the appropriate department. Students who have had two years of inactivity (four consecutive terms) may be required to satisfy the program requirements in effect at the time of readmission. The program director, in consultation with the registrar, will evaluate the completed courses and determine the requirements that must be satisfied for graduation.

GRADUATION AND DEGREE REQUIREMENTS

See the Graduate Catalog

CODE OF ACADEMIC RESPONSIBILITY, INTEGRITY, AND HONESTY

Academic integrity is valued and expected by the instructor and students. Academic dishonesty of any type, including plagiarism and/or cheating, will not be tolerated. Examples include, but are not limited to: use of purchased and plagiarized materials, false citations, copying an assignment from a student who had previously taken the course, turning in a paper that you did not originally author (but did re-type), consulting notes during an exam, copying another student's answer during an exam, submitting

the same paper for two courses without first obtaining permission from the instructor in both courses, lying to gain an academic advantage such as an extension on a paper, or other violations noted by your instructor (even unintentional). Students may be required by their instructor to read and sign an academic integrity contract. *Consequences of academic integrity violations are as follow:* Upon the first event of verified cheating of any sort in a graduate program, whether intentional or unintentional, the students will receive a zero for the assignment. Upon the second event of verified cheating by the same student at any time in the program, the student will be dismissed from the program. Note: the second event does not have to occur in the same course as the first but in any course in the program. The director of the program will be informed by the instructor of all events of cheating and will keep a record of all cheating events. The director will inform the student following the first event that he/she will be dismissed from the program should another verified cheating event occur. Upon the second event by the same student, that student will be informed in writing by the program director of his/her dismissal from the program.

Any student suspended from the program does have the right to apply for readmission at the end of the suspension period. The director will take the nature of the offenses into consideration in reaching a final decision regarding readmission.

CODE OF CONDUCT

Please refer to the complete code of conduct policy on Delaware Valley University's website.

PROBATION AND DISMISSAL

Students are expected to follow the regulations and the written policies of the University and of their respective academic departments. The University reserves the right to dismiss a student at any time for unsatisfactory academic performance and for conduct detrimental to the University or to the welfare of other students. Departments also reserve the right to dismiss a student if it is determined that a student's conduct is unprofessional or is not consistent with the code of ethics of their intended profession.

A student may be dismissed from a program or the University for the following reasons:

1. Failing to meet Academic Progress or adequate achieve program competencies.
2. Conduct detrimental to the University or to the welfare of other students.
3. Conduct that violates the University Code of Conduct.

STUDENT'S EXPRESSIVE RIGHTS POLICY

Please see the student's expressive rights policy on the Delaware Valley University's website.

SEXUAL MISCONDUCT POLICY

Please refer to the complete sexual misconduct policy on Delaware Valley University's website.

OTHER UNIVERSITY POLICIES

Please see the complete policies on Delaware Valley University's website for the following:

1. Smoking
2. Drugs and Alcohol
3. Animals

STUDENT SERVICES AND RESOURCES

THE STUDENT STORE AND TEXTBOOKS

The Student Store is located on the first floor of the Student Center. Call 215.489.2259 for questions. To find course materials and to order online, visit The Student Store Web page. The Student Store will mail your textbook for a small fee. Textbooks are available for both purchase and rental.

STUDENT SUPPORT AND COUNSELING SERVICES

The Offices of Student Support are located in Segal Hall. The goal is to provide a wide spectrum of student support programs aimed at enhancing and developing the important skills necessary to succeed during the college experience. The department offers academic support programs, counseling, tutoring and learning support.

Students can access confidential counseling through the Office of Student Support Services. Through counseling, students can be assisted by an objective, caring professional to discuss issues that feel unmanageable or overwhelming, learn how to resolve personal issues, and develop new ways of coping. Counseling can also enrich your life by learning more about yourself. The counseling office is located in the Student Health and Wellness Center in Elson Hall.

In case of emergency during these hours, please contact the security office at 215.489.4444

IT SERVICES AND HELP DESK

All students registered in credit courses are provided with electronic access and credentials including a DelVal email account and access to the student portal which includes myDelVal and Blackboard. Usernames and passwords are mailed in hardcopy format to newly registered students by the USPS. Do not share your accounts with other students.

It is essential that students regularly check DelVal email as that is the only official account to be used by the University. Important information regarding the academic calendar, registration dates, course changes, cancellations, final exams, etc., are distributed to the DelVal.edu account. myDelVal provides students with access to their academic student planner, unofficial grade records, financial statements, online registration and more. Students enrolled in online courses will use Blackboard online learning system; however, even on campus classes may utilize Blackboard to supplement the in-person experience. Both myDelVal and Blackboard are accessible from the University's main Web page.

The Office of Technology Services is located in 1 Feldman Hall and can be reached at 215.489.4357 or support@delval.edu.

LEARNING SUPPORT SERVICES

Learning Support Services is a resource for students with disabilities located within Student Support Services at Delaware Valley University. Its goal is to assure reasonable accommodations and equal access to the University's educational programs and activities for students with disabilities. The office offers a variety of academic support services directed at student achievement and adjustment in college. In addition, Learning Support Services serves as a liaison within the University community, an information center, and a referral source on disability related issues.

Graduate students requesting academic adjustments or accommodations should contact Learning Support Services as early as possible following acceptance to their graduate program. At that time, the student is asked to provide documentation of their specific disability. Throughout their time at DelVal, students interact with the Learning Support Specialist to implement arrangements that DelVal, students interact with the Learning Support Specialist to implement arrangements that meet their specific learning needs.

Learning Support Services strives to provide superior levels of assistance to students with disabilities. When a student requests and provides information in a timely manner, personalized accommodations can be implemented effectively. The Learning Support Services offices are located in Segal Hall.

LIBRARY

The Joseph Krauskopf Memorial Library is available to all students and provides access to books, periodicals, interlibrary loan, e-books, DVDs and computers with Internet access. Standard hours are Monday through Thursday, 8 a.m.-11:45 p.m., Friday 8 a.m.-5:30 p.m., Saturday 10 a.m.-5:30 p.m., Sunday 1p.m.-11 p.m. Summer, winter and holiday hours may vary and will be posted at the library and on the website and myDelVal.

PARKING

Delaware Valley University does not charge continuing and professional studies students for parking. Students are required, however, to have a vehicle hang tag. To obtain a tag, vehicle must be registered with the Office of Public Safety. Vehicles without tags may be ticketed, booted or towed. Students may park in the D lot at any time. After 4:30 p.m. on weekdays and anytime on Saturdays and Sundays, students may park in the lots behind the Lasker-Mandell-Feldman complex. If these lots are filled, students may park in the main lot behind the Welcome Center.

STUDENT CENTER

The Student Center houses The Student Store, The Pub (late night food court, pizza, sandwiches, and lite faire/snacks), seating and studying areas, and an ATM machine.

STUDENT IDENTIFICATION

Photo identification cards can be obtained by contacting public safety at 215.489.4444.

VETERANS' SERVICES

Delaware Valley University provides assistance to Veterans and their dependents with their benefits under the Post 9/11 GI Bill. The University proudly participates in the VA Yellow Ribbon Program. Mr. Kerr Smith, the school's VA Certifying Official, prepares the enrollment certifications to the VA that enable the eligible students to receive their VA payments. Mr. Smith also works closely with active duty and reserve military students who use Federal Tuition Assistance (TA) to pay for their courses. Graduate students who have questions regarding VA or TA benefits are encouraged to email or call Mr. Kerr Smith at kerr.smith@delval.edu or 215.489.2914.

Delaware Valley University does not discriminate on the basis of race, color, sex, age, national or ethnic origin, sexual orientation, disability in administration of its educational policies, admissions policies, scholarship and loan programs, athletic programs, employment, or other school-administered programs. Inquiries may be directed to the Section 504 Coordinator of the Title IX Coordinator, Office of the President, Extension 2203. Delaware Valley University encourages qualified persons with disabilities to participate in its programs and activities. If you anticipate needing any type of accommodation or have questions about the physical access provided, please contact the Office of the President at 215.489.2203, in advance of your participation or visit. This publication is available at www.delval.edu and in alternative media on request. The Security Information Report required by the University and University Security Information Act of Pennsylvania and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of the Federal Government is available at the Office of Public Safety and Security and other campus locations including our Web page.