



## OKLAHOMA STATE UNIVERSITY SYLLABUS ATTACHMENT FALL 2026

<https://academicaffairs.okstate.edu/student-support/>

**Your success as a student is our top priority! The following information is provided to answer questions most often asked by students. OSU faculty and staff want you to be successful in your educational pursuits. If you have questions or concerns, please seek help EARLY! We are here to assist you.**

Cowboys Care about you! College life can be exciting, but also stressful at times. You're not expected to have it all figured out, and you don't have to face challenges alone. At OSU, we offer a wide range of mental health resources to support you, whether you're navigating a tough moment or addressing your basic needs. Whatever your need, the OSU community is here for you and eager to provide resources such as those listed below to best support you.

- Care Report: <https://reportconcern.okstate.edu> Let us know about any challenges you're experiencing as an OSU student to get connected to people who can help you. You can also share a concern about another member of our community.
- Case Management Services: <https://campuslife.okstate.edu/student-support/casemanagement.html> Provides comprehensive support services that empower students to address all aspects of their health and well-being.
- Mental health resources (including [University Counseling Services](#), [University Health Services](#), [Marriage and Family Therapy Clinic](#), [Psychological Services](#), [Counseling and Counseling Psychology Clinic](#), and [virtual resources](#)) offers in-person and online counseling services.
- Health and wellness resources (including [University Health Services](#), [Department of Wellness](#), [Student Accessibility Services](#), and [community resources](#))
- [Basic needs assistance](#) Provides connection to free on-campus and community-based food resources, emergency financial assistance options, and support for those experiencing housing insecurity.

### **IMPORTANT DATES – MAIN 16-WEEK FALL TERM**

|                                                                                                                       |            |
|-----------------------------------------------------------------------------------------------------------------------|------------|
| Last day to add a class (without instructor permission)                                                               | 08/24/2026 |
| Last day to drop a class with no grade and 100% refund                                                                | 08/24/2026 |
| Last day to add a class (requires instructor and advisor permission)                                                  | 08/28/2026 |
| Last day to drop a class or withdraw from the University with no grade and receive a partial refund                   | 08/28/2026 |
| Last day to drop a class or withdraw from the University with an automatic "W"                                        | 11/06/2026 |
| Last day to request to drop a class with an assigned grade of "W" or "F" (requires instructor and advisor permission) | 11/30/2026 |
| Last day to withdraw from the University with an assigned grade of "W" or "F"                                         | 11/30/2026 |
| Final grades due from faculty                                                                                         | 12/16/2026 |

For all other fall term dates and deadlines, see the [Academic Calendar](#).

*Note: Outreach, Internet, and short courses have unique drop/add and refund deadlines. To find the drop/add and refund deadlines for a course in self-service, click on the class title or CRN to access the class details, then click on the **Drop/Add and Refund Deadlines** tab.*

### **Fall Semester Holidays**

University Holiday 09/07/2026  
Students' Fall Break 11/23/2026 – 11/25/2026  
University Holiday 11/26/2026 – 11/27/2026

### **ALERTS AND RESCHEDULING**

If the OSU campus officially closes due to inclement weather or other emergencies, alerts are provided to local news media and posted on the OSU website. Missed exams, classes, or assignments may be rescheduled at times outside the normal meeting schedule. If valid, documented circumstances prohibit students from attending the rescheduled classes, instructors should provide reasonable alternative means for makeup work.

### **CAMPUS SAFETY**

OSU provides a service called **Cowboy Alert** that notifies students, faculty, and staff in the event of an emergency. In a situation deemed an emergency, OSU officials will send a message to members of the

OSU community with information regarding the event and how they should proceed. This information may be a voice message, text message, and/or email. To ensure your contact number is correct, log into your [O-Key](#) account. From there, navigate to the left menu and select "Emergency Contacts." If you have questions, please contact the IT Help Desk ([helpdesk@okstate.edu](mailto:helpdesk@okstate.edu)).

In the event of an emergency or disturbance on campus, the OSU Campus Safety Facebook page @OkstatePD and X (formerly known as Twitter) @OkstateSafety will have regular updates when warranted. A Cowboy Alert might also include a link to the OSU Department of Public Safety webpage ([safety.okstate.edu](https://safety.okstate.edu)) for more information.

Also, as part of OSU's commitment to campus safety, the campus adopted **Rave Guardian**, a free mobile app that turns any smartphone into a personal safety resource. Find it in the [Apple](#) or [Google Play](#) app stores. Rave Guardian provides a way to set a safety timer if you're traveling, send anonymous tips to the OSU Police Department through a chat feature, request a SafeWalk, or see a list of important numbers.

### **DROPPING A COURSE AND WITHDRAWING FROM THE UNIVERSITY**

- students often confuse these terms:
- **Dropping a course** refers to dropping one or more classes while remaining enrolled in at least one other OSU course for a given semester. Students may request to drop a course during the 13<sup>th</sup> and 14<sup>th</sup> weeks of the semester with instructor and advisor permission. The grade of "W" or "F" will be assigned by the instructor. Drop and refund dates are listed in self-service and can be accessed by clicking on the CRN. Summer and short courses that vary from the standard 16-week semester follow proportionate drop and refund periods.
  - **Withdrawing** from the university means dropping *all* courses, and you *are no longer enrolled for the current semester*. The withdrawal process is initiated with your academic advisor. Withdrawal deadlines can be found within the [Academic Calendar](#). Withdrawal deadlines involving summer and short courses that vary from the standard 16-week semester follow proportionate withdrawal periods.

Exceptions to the deadlines above may only be considered by petition due to documented extraordinary circumstances and committee approval. The Retroactive Drop/Withdraw and Refund of Tuition and Fees Petition is available on the [Academic Affairs website](#).

### **ACADEMIC INTEGRITY**

101 Whitehurst/405-744-5627/<https://academicintegrity.okstate.edu>  
OSU is committed to maintaining the highest standards of integrity and ethical conduct. All OSU courses will maintain this level of ethical behavior and integrity. Participating in behavior that violates academic integrity (e.g., unauthorized collaboration, plagiarism, multiple submissions, cheating on examinations, fabricating information, helping another person cheat, unauthorized advance access to examinations, altering or destroying the work of others, and altering academic records) will result in an official academic sanction. Violations may subject you to disciplinary action, including the following: receiving a failing grade on an assignment, failing a course, receiving a notation of a violation of academic integrity on your transcript, having the academic integrity violation become part of your educational record, and being suspended from the university. Students have the right to appeal the charge.

### **GRADE POLICY**

Grades will be based solely on an academic basis and will not be based on students' personal opinions, beliefs, or conduct in matters unrelated to academic performance.

### **COPYRIGHT AND FAIR USE POLICY OF COURSE MATERIALS**

Course materials may not be published, leased, sold to others, or used for any purpose other than appropriate OSU-related individual or group study without the written permission of the faculty member in charge of the course and other copyright holders. This paragraph grants you a limited license giving you access to materials for this course, including PowerPoint slides, audio/video recordings, written, or other materials, for appropriate OSU-related educational use only. Lectures should not be recorded without permission from the faculty member and must not be further disseminated or shared. Assignments, quizzes, and exams (individual questions or in their entirety) should not be uploaded to websites offering note-sharing, tutoring, or other academic help (free or paid subscription).

### **CLASS ATTENDANCE AND PARTICIPATION**

Class attendance is a critical learning component; therefore, you are expected to attend and participate fully in all scheduled class meetings. Many instructors consider attendance essential; your absence may affect your grade, and some departments and professors have mandatory attendance policies. If no written attendance policy is provided before the last day to add a class without instructor permission, no penalty may be assessed for class absences, although you may not be permitted to make up certain in-class activities.

If you are ill, you should stay home. Although instructors may be willing to livestream in-person courses through an online platform, livestreaming is not required or expected. Each instructor will determine how to best assist students with excused absences (including absences due to illness) for in-person classes and should include details in their course syllabus.

If you are required to participate in official university-sponsored activities or military training, you should receive an excused absence as discussed in OSU's [Attendance Policy for Students](#). If you will be absent from class for sponsored activities, you must provide prior notification of the planned absence to the instructor. You may be required to submit assignments or take examinations before the planned absence.

### **PRE-FINALS WEEK POLICY**

Final examinations are scheduled at the end of each semester and preceded by pre-finals week, which begins seven days before the first day of finals. During pre-finals week, all normal class activities will continue; however, no assignment, test, or examination accounting for more than 5% of the course grade may be given, and no activity or field trip may be scheduled that conflicts with another class. This excludes makeup and laboratory examinations, out-of-class assignments (or projects) made prior to pre-finals week, and independent study courses. No student or campus organization may hold meetings, banquets, receptions, or sponsor or participate in any activity, program, or related function requiring student participation. For additional information, contact the Office of Academic Affairs, 405-744-5627, 101 Whitehurst.

### **FINAL EXAM OVERLOAD POLICY**

In the event you have three or more final exams scheduled for a single day, you are entitled to arrange with the instructor of the highest numbered course (4-digit course number) or two highest, if you have four finals on one day, to re-schedule that examination(s) at a time of mutual convenience during final exam week. If the final exam overload includes a common final exam, the common final exam is excluded from rescheduling unless multiple common exams are scheduled at the same time. You should submit this request in writing, with a copy of your class schedule, at least two weeks prior to the beginning of final exam week. The instructor has one week before the beginning of final exam week to arrange a mutually convenient time to administer the final exam. After one week, if an agreement cannot be reached, take the request to the department head.

### **INFORMATION TECHNOLOGY**

**Student Email** - OSU uses your OKSTATE.EDU email address as a primary form of communication. Students are expected to check their OSU email frequently and consistently to remain informed of their official university business. If you do not use the OSU email system, you must redirect your okstate.edu email using the [O-Key System](#). Failure to maintain an accurate email address may result in missed or lost university communications. Contact the IT Helpdesk at 405-744-HELP (4357) for email assistance.

**Computer Labs** - A complete description of computer labs and hours of operations are available at their website:

<https://it.okstate.edu/services/computer-labs/index.html>

Lab information is also available by calling the IT Helpdesk at 405-744-HELP (4357).

### **EDMON LOW LIBRARY HOURS**

405-744-9775 or 405-744-9741

For a complete list of the library's hours, please visit

<http://library.okstate.edu/about/hours>

For information about the library's services and how to utilize research tools, please visit [www.library.okstate.edu](http://www.library.okstate.edu)

### **EQUAL OPPORTUNITY**

201 General Academic Building (GAB)/405-744-7607

<https://1is2many.okstate.edu/>

OSU is committed to maintaining a learning environment that is free from discriminatory conduct based on race, color, religion, sex, sexual orientation, gender identity, pregnancy, status as a parent, national origin, disability (physical or mental), age, family medical history or genetic information, political affiliation, military service, protected veteran status, or other non-merit based factors. OSU does not discriminate based on sex in its educational programs and activities. Examples of sexual misconduct and/or sex discrimination include sexual violence, sexual harassment, sexual assault, domestic and intimate partner violence, stalking, or gender-based discrimination. OSU encourages any student who thinks that they may have been a victim of sexual misconduct or sexual discrimination to immediately

report the incident to the Title IX Coordinator (405-744-9153) or Deputy Title IX Coordinator (405-744-5470). If a reporting student wants to keep the details confidential, the student may speak with staff in the Student Counseling Center (405-744-5472) or one of the University's Sexual Assault Victim Advocates 24/7. Call or Text 405-564-2129.

### **STUDENT ACCESSIBILITY SERVICES**

Seretean Wellness Center (SWC)/1514 W. Hall of Fame  
405-744-7116/ <https://accessibility.okstate.edu/>

According to the Americans with Disabilities Act, each student with a disability is responsible for notifying the university of the disability and requesting accommodations. If you think you have a qualifying disability and need accommodations, contact the Office of Student Accessibility Services to start the registration process and to ensure the timely implementation of appropriate accommodations. To receive services, you must complete an application, submit appropriate documentation, and complete an intake process to verify the existence of a qualified disability and identify reasonable accommodations. Faculty are obligated to respond when they receive official notice of accommodations but are not obligated to provide retroactive accommodations.

### **STUDENT CONDUCT**

214 Student Union (SU)/405-744-5470  
<https://studentconduct.okstate.edu/>

By enrolling at Oklahoma State University, you accept responsibility for complying with all University policies and contracts and for local, state, and federal laws related to the University's mission on- or off-campus. The [Student Code of Conduct](#) educates students about their civic and social responsibilities, including policies and procedures involving student misconduct.

### **WHERE TO GO FOR HELP**

#### **ACADEMIC RELATED SERVICES**

**Instructor** - Talk to your instructor if you have questions regarding your class. Faculty members usually include their office hours, e-mail, and/or phone number in the class syllabus. If you cannot locate this information, set a time to meet with your instructor by speaking with them before or immediately following your class session or check with the departmental office on when the instructor may be available. Office hours may be in person or virtual, so students are strongly encouraged to confirm the format and available times with their instructor.

**Academic Advisor** - All students will benefit from conferring with an advisor regularly. If you do not know your advisor, you may log in to [my.okstate.edu](http://my.okstate.edu) to locate their contact information. Advising appointments may be in person or virtual, so students are strongly encouraged to confirm the format when requesting an appointment.

#### **Bursar**

113 Student Union (SU)/405-744-5993/<https://bursar.okstate.edu/>  
The Bursar's Office bills and collects tuition, fees, campus housing, and other university-related charges. It also processes and disburses all federal and campus-based funds to students' bursar accounts and refunds any overpayments on those accounts.

#### **Career Services**

360 Student Union (SU)/405-744-5253  
<https://careerservices.okstate.edu/>  
Locate your College's Career Consultant on the Career Services website. Use <https://okstate.12twenty.com/Account/Login> to search for part-time jobs.

### **Language Placement Test**

206 Gunderson Hall (GU)/405-744-9547

<https://cas.okstate.edu/languages>

Students with prior language experience in French, German, or Spanish who take the placement exam and then score a 'B' or higher in a more advanced class will get up to 6 credit hours for the classes below it.

Schedule your free test by emailing Nick Howland at

[nick.howland@okstate.edu](mailto:nick.howland@okstate.edu).

### **Multicultural Affairs**

240 Student Union (SU)/405-744-5481

<https://community.okstate.edu/>

Academic, career, and personal success programs are available. Student organizations representing diverse communities and annual events are offered.

### **Pre-Professional Health and Law Support Services**

139 Legacy Hall (LH)/405-744-9965

<https://preprofessional.okstate.edu>

Support services are available to all OSU students who want to pursue health care or law professional education regardless of their major.

### **Registrar**

324 Student Union (SU)/405-744-6876/<https://registrar.okstate.edu/>

The Office of the Registrar provides services related to creating and maintaining student academic records. Staff in the Registrar's Office are available to assist students with enrollment, official transcript requests, degree and enrollment verification, updating personal information in the Student Information System, graduation, and other services.

### **Scholarships and Financial Aid**

119 Student Union (SU)/405-744-6604/<https://financialaid.okstate.edu>

Over 80 percent of Oklahoma State University students received scholarships, grants, work, and low-interest loans totaling over \$320 million last year. Contact the Office of Scholarships and Financial Aid to apply for financial aid or to meet with a financial aid counselor.

### **University Assessment and Testing**

107 University Assessment and Testing Building (UAT)

405-744-5958/ <https://uat.okstate.edu/>

Campus and national tests, as well as testing accommodations, are provided.

### **Military and Veteran Benefit Services**

322 Student Union (SU)/405-744-6343

<https://registrar.okstate.edu/Veteran-Benefit-Services>

This office provides information and assistance in completing the appropriate forms to apply for educational benefits through the U.S. Department of Veterans Affairs and the State of Oklahoma.

### **HEALTH-RELATED SERVICES**

#### **Counseling and Counseling Psychology Clinic**

107 Public Information (PI) /405-744-6980

<https://education.okstate.edu/outreach/counseling-psychology-clinic/>

Faculty and graduate students offer high-quality and cost-efficient psychological and mental health services to students Monday through Friday.

#### **Psychological Services Center**

116 Psychology Building (PSY)/405-744-6027

[https://cas.okstate.edu/psychology/psychological\\_services\\_center/](https://cas.okstate.edu/psychology/psychological_services_center/)

Graduate students in the Clinical Psychology Ph.D. program offer low-cost, evidence-based therapy as well as assessment for ADHD and learning disabilities.

### **University Counseling Services**

320 Student Union (SU)/405-744-5458/<https://ucs.okstate.edu/>  
Services include personal counseling, the Alcohol and Substance Abuse Center, and stress management through the Reboot Center.

### **University Health Services**

1202 W. Farm Road (UHS)/405-744-7665/<https://uhs.okstate.edu/>  
UHS is an outpatient urgent care facility designed to provide cost effective, physician-directed care to our students. Our clinic specializes in college health, and our team of clinicians provides a wide variety of general medicine services such as allergy injections behavioral medicine, lab and radiology, physicals, women's clinic, sexual health services, and referrals.

### **Department of Wellness**

101 Colvin Center (CRC)/405-744-5510/<https://wellness.okstate.edu/>  
The Department of Wellness offers programs and services for complete health and wellness including intramurals, group fitness, and sports clubs.

### **CAMPUS LIFE-RELATED SERVICES**

#### **Campus Life**

211 Student Union (SU)/405-744-5488/<https://campuslife.okstate.edu>  
Campus Life is here to enhance the student experience through intentional opportunities that promote belonging, engagement, and support.

#### **Case Management Services**

214 Student Union (SU)/405-744-5470  
<https://reportconcern.okstate.edu>  
Case managers assist students experiencing any type of challenge impacting their success and well-being. They work with students to answer their questions, discuss options, connect them to resources, develop personalized plans, and support their OSU student experience.

#### **Fraternity and Sorority Affairs**

321 Student Union (SU)/405-744-5490/<https://gogreek.okstate.edu>  
For questions and comments about fraternity and sorority organizations, contact Fraternity and Sorority Affairs.

#### **Housing and Residential Life**

100 Iba Hall/405-744-5592/<https://reslife.okstate.edu>  
Contact the Housing administration office with questions and comments about housing and residential life.

#### **Military Affiliated Student Support**

061 Student Union (SU)/405-744-8118  
<https://militarysupport.okstate.edu>  
This office works with veteran and military-affiliated students to aid in their transition from military service to successful careers by ensuring they succeed academically by coordinating support services from both on- and off-campus entities.

#### **Non-Traditional and Transfer Student Support**

[https://campuslife.okstate.edu/non-trad\\_transfer-support/](https://campuslife.okstate.edu/non-trad_transfer-support/)  
211 Student Union (SU)/405-744-4379  
This office provides services and opportunities for non-traditional and transfer students to belong and succeed throughout their college experience.

#### **Student Volunteer Center**

211 Student Union (SU)/405-744-7158  
Contact: [volunteer.center@okstate.edu](mailto:volunteer.center@okstate.edu)  
<https://volunteer.okstate.edu>  
The Student Volunteer Center (SVC) connects students with meaningful volunteer opportunities on campus and in the Stillwater

community. Whether you're looking to give back, build leadership skills, or meet new people, the SVC makes it easy to get involved and make a positive impact.

### **University Dining Services**

076 Student Union (SU)/405-744-4424/<https://dining.okstate.edu/>  
For questions and comments about meal plans or University dining operations, contact University Dining Services.

## **ACADEMIC SUPPORT RESOURCES AND TUTORING**

### **LASSO Center**

104 North Classroom Building (CLBN)/405-744-3309  
<https://lasso.okstate.edu>  
The LASSO Center offers individual tutoring, academic support, and supplemental instruction (SI) for a variety of courses at no additional charge to the student. Services are available in-person and online.

### **STUDENT ACADEMIC SERVICES CENTERS**

#### **Ferguson College of Agriculture**

101 Agricultural Hall (AG)/405-744-5395  
Contact: Dr. Dani Bellmer and Dr. Coleman Hickman  
<https://agriculture.okstate.edu/students/>  
Academic support and career guidance resources are available for Agriculture students.

#### **Arts and Sciences**

213 Life Sciences East (LSE)/405-744-5658  
Contact: Dr. Amy Martindale  
<https://cas.okstate.edu/advising>  
Academic support and career guidance resources are available for Arts and Sciences students.

#### **Education and Human Sciences**

101 Nancy Randolph Davis (NRD)/405-744-5053  
Contact: Kristi Seuhs  
<https://education.okstate.edu/undergraduate-students/>  
Academic support, advisement, and career counseling are available to all Education and Human Sciences majors.

#### **Engineering, Architecture and Technology**

109 Advanced Technology Research Center (ATRC)/405-744-5276  
Contact: Lance Millis  
<https://ceat.okstate.edu/student-services/advising/>  
Academic advising and career services are available for all CEAT students. Tutoring is offered for general math, science, and engineering courses.

#### **Spears School of Business**

155 Business Building (BU)/405-744-2772  
Contact: Dr. Marissa McIntyre  
<https://business.okstate.edu/bssc/>  
Academic advising, support, and engagement opportunities are available for all Spears School of Business students. The Eastin Center for Career Readiness in Spears has career coaching available for all business majors.

#### **Office of Student Success**

##### **Exploratory Academic Advising**

103 Legacy Hall (LH)/405-744-5333  
Contact: Nick Holmes  
<https://success.okstate.edu>  
The Office of Student Success offers academic advising to undecided students and exploratory advising to any student who is considering their academic options at OSU.

**OSU-Tulsa Advising and College of Professional Studies**

North Hall 130/918-594-8271

Contact: Beverly Morris

<https://tulsa.okstate.edu/undergraduate-academics/advising/>

OSU-Tulsa's academic advisors can assist OSU-Tulsa students through their college experience.

**DISCIPLINE-SPECIFIC TUTORING****Edmon Low Library Research and Learning Services**

<https://info.library.okstate.edu/RLS>

Research and Learning Librarians provide services and programming for undergraduate and graduate students.

**Graduate Student Success Center**

101 General Academic Building (GAB)/405-744-6368

<https://gradcollege.okstate.edu/professional-development/graduate-student-success-center.html>

The Graduate Student Success Center is a space for graduate students to gather, work on group projects, access the Graduate Writing Center, and attend activities for the 360° Critical Skills for Career Success program and more.

**Graduate Writing Center**

101 General Academic Building (GAB)/405-744-6368

<https://gradcollege.okstate.edu/professional-development/graduate-student-success-center.html>

Offers one-on-one consultations to help graduate students develop writing skills and techniques. The OSU Writing Center supports the Center.

**The Language Learning Center**

104 Gundersen Hall (GU)/405-744-9547

<https://cas.okstate.edu/languages/>

The Language Learning Center serves as a study area and a meeting space for language clubs. The Media Library is located in 102 Gundersen and provides DVDs, Blu-rays, and Japanese manga available for checkout by language students and faculty.

**Mathematics Learning Success Center**

5<sup>th</sup> Floor Edmon Low Library (LIB)/405-744-5818

<https://cas.okstate.edu/mlsc/>

The MLSC offers free drop-in tutoring for students enrolled in MATH-prefix courses at OSU and NOC. For more information and hours of operation, please visit our website.

**Writing Center**

440 Student Union (SU)/405-744-6671

[https://cas.okstate.edu/osu\\_writing\\_center/](https://cas.okstate.edu/osu_writing_center/)

The OSU Writing Center is here to serve the OSU community. We help you understand and practice many strategies effective writers use – from brainstorming to drafting to editing techniques. Please visit our website for hours and locations and to schedule an appointment.

**FOR MORE INFORMATION**

[my.okstate.edu](https://my.okstate.edu)

This portal connects students to various campus services, including links to student email, the library, and the Online Classroom and Community (Canvas).

For other comments and inquiries, please contact

[student.success@okstate.edu](mailto:student.success@okstate.edu).

**Office of Student Success**

**Revised 08.07.2026**