

Pace Parents and Family Glossary

In this guide, you will find common Pace University terms and college lingo that might be new to you. Some of these terms include links that expand on these topics.

Student Life and Lingo

Pace Setter:

The Pace University mascot! Better known as T-Bone, you'll see this fan favorite Irish Setter around campus and featured at our big events.

Weeks of Welcome:

Weeks of Welcome occurs during the first six weeks of the fall semester and includes an abundant variety of programming geared towards helping students connect with each other and get involved.

RD:

A Residence Director (RD) is a live-in professional staff member who oversees the day-to-day functioning of one of our residence halls and aims to create a sense of community among residents. Residence Directors participate in an on-call structure and respond to crisis or emergency on campus.

RA:

A Resident Assistant (RA) is a student staff member with a primary function to foster a sense of community within the hall, offer residents support, and uphold and enforce University policies and procedures.

First Gen:

Link: [I've Been Accepted! Resources for First-Gen Students](#)

First Gen is shorthand for First Generation student, which is a student who is the first in their generation to attend a four year college or university. We use this term as a helpful indicator that the student may need additional layers of support, especially in their first year. At Pace we offer programming designed to connect First Gen students with the campus community, Pace resources, and their peers.

Common hour:

MWF: 12:10 p.m.-1:10 p.m. | TR: 3:25 p.m.-4:25 p.m. ; We set this time aside for students so that they can easily find a mutual time to work on class projects, meet with student organizations, or grab lunch together. Common hours are built directly into our academic scheduling and very few classes take place during these times.

FERPA:

Link: [Office of the Registrar: Student Records](#)

The Family Educational Rights and Privacy Act of 1974 is a United States federal law that governs the access to educational information and records. When a student enters an institution of higher education, the rights to these records belong to the student. Students can choose to waive their right to privacy by signing a FERPA waiver on their student portal.

[Pleasantville Only First Year Interest Group:](#)

Link: [Housing: First Year Interest Groups](#)

A First Year Interest Group (FIG) is a residential community built around a common interest, such as wellness, scholarship, pop culture, and more.

MyHousing Portal:

Link: [MyHousing Portal](#)

MyHousing is an online portal that residential students use to apply for housing, complete the housing agreement, select roommates, move-in and move-out information, change their meal plan, and more.

Guiding Principles:

[Link: Student Handbook: Guiding Principles of Conduct](#)

The Guiding Principles of Conduct apply to all members of the University community, including employees, faculty, students, guests, and other third parties. The Guiding Principles outline appropriate conduct and expectations.

Resources for Pace Setters

[WellTrack:](#)

[Link: The WellTrack Boost App](#)

WellTrack is a suite of services that support students' mental health needs, including a 24/7/356 crisis support line, and the WellTrack Boost app, a self-guided and clinically supported tool that helps students stay well. If the Counseling Center is closed, students can call the Counseling Center number to reach a crisis counselor.

[Faculty Office Hours:](#)

Instructors of every course offer availability to their students, either by appointments or walk-in hours and will feature this availability in their syllabus. Students can use office hours to collect feedback, ask questions, and further discuss class materials. Students are highly encouraged to make use of this time!

[Title IX:](#)

[Link: Office of Institutional Equity and Title IX Compliance](#)

Title IX of the Education Amendments of 1972 is a Federal civil rights law that prohibits discrimination on the basis of sex in education programs and activities. Pace University's Office of Institutional Equity and Title IX Compliance ensures campus compliance with Federal, State, and Local laws pertaining to non-discrimination and affirmative action.

[HelpDesk:](#)

[Link: Pace University HelpDesk](#)

Pace University's HelpDesk is a ticket-based system that helps members of our community troubleshoot tech issues, submit inquiries and request support. The HelpDesk is the primary means of communication for many of Pace's vital student services, including Financial Aid, Auxiliary Services, Student Accounts, the Office of the Registrar, and other student facing offices. Ticketing helps us efficiently answer common questions while streamlining other needs to appropriate staff.

[Accommodations:](#)

[Link: Student Accessibility Services](#)

At Pace, Student Accessibility Services (SAS) offers students academic accommodations on the basis of disability. Students with existing disabilities should seek the support of Student Accessibility Services before they get to campus or as soon as a disability presents for a student during the time at Pace. Accommodations exist for the duration of the student's education and can be amended if needed. The Office of the Dean for Students also offers students with temporary accommodations on the basis of a crisis, personal emergency, or medical emergency.

[Handshake:](#)

[Link: Career Services: For Students](#)

Handshake is our students' career command center! A destination for workshops, events, internships, jobs, career fair information, employer spotlights, and much more. Students should search Handshake regularly (in the events and career fair tabs) for opportunities to meet employers who are posting the positions matching their skill set.

Financing a Setter Education

[FAFSA:](#)

[Link: Federal Student Aid FAFSA Form](#)

The Free Application for Federal Student Aid (FAFSA) is a form completed by current and prospective college students in the United States to determine their eligibility for student financial aid and must be completed each year.

[Financial Literacy Counselor:](#)

Pace University's Financial Aid office includes two Financial Literacy Counselors, who are able to provide individual counseling/guidance to incoming and continuing students on their financial aid package, grant/loan applications, budget creations, and options to bridge the gap between the financial aid package and the bill.

Federal Work Study:

Link: [Financial Aid: Federal Work Study](#)

Federal Work Study is a federally subsidized work program for students who meet the general eligibility criteria and exhibit financial need as determined by their Free Application for Federal Student Aid (FAFSA). This type of financial aid is a work program where funds can be earned if a student obtains an authorized job either on or off-campus. These funds are earned via paycheck and are not deducted from the student's Pace University bill.

Refund:

Students may be eligible to receive a refund, in accordance with Title IV regulations, when payments posted to their student account exceeds the cost of tuition, fees, residence hall, meal charges and any other allowable ancillary charges, as authorized by the student and/or parent. Payments may include disbursed financial aid (including scholarships and loans), check payments, and other payments resulting in a credit balance.

Verification:

Link: [Financial Aid: Federal Verification](#)

Verification is the process used to confirm that the data reported on your FAFSA form is accurate. If you're selected for verification, additional documentation will be requested that supports the information you reported. If a student's FAFSA application is selected for verification, it is important to respond to this inquiry as outlined by communication from the Financial Aid Office.

Merit Scholarship:

Link: [Financial Aid: Institutional Scholarships and Grants](#)

Pace University offers a wide variety of awards for qualifying students, including over 250 different endowed and restricted scholarships. Students must meet certain GPA requirements in order to receive these awards, dependent on the award type. First year admitted students can apply for the Honors College Scholarship, the Honors Opportunity Scholarship, the President's Scholarship, the Trustee Recognition Award, and the Pace Incentive Award.

Cost of Attendance (COA):

Link: [Undergraduate Admissions: Cost of Attendance](#)

The cost of attendance is an estimate of how much money will be required to attend Pace University for the year that you are enrolled (this includes all billable expenses, paid directly to Pace University, and non-billable expenses, not paid directly to Pace University). Billable expenses include tuition, standard fees, housing, and food. Non-billable expenses include living allowance, books, personal expenses, and transportation.

Tuition Insurance:

Tuition insurance is an optional insurance that is not administered through Pace University. Tuition insurance can help refund tuition, room & board, and other University fees if a student needs to withdraw from a semester for a covered medical reason.

Academic Life at Pace

Academic Advisors:

Academic Advisors are professional staff that guide students as they progress through their academic programs with an array of assistance inclusive of course selection and sequencing, major and minor information, course requirements, special program opportunities, registration, and clarity on all policies and procedures. If you don't know who your Academic Advisor is, email whoismyadvisor@pace.edu

Syllabus:

A syllabus is a student's guide to a course that outlines expectations, grading policies, required texts, a schedule of assignments for the semester, and more. A syllabus is a roadmap for the semester ahead and students should carefully review this document as soon as they receive it.

Registration

Towards the end of each semester, students will engage in registration for the following semester. Students meet with their Academic Advisor, craft a schedule with backup alternatives for the following semester, and register during their assigned registration time and date. Students should make every effort to schedule a meeting with their Academic Advisor to take place at least a few days before their registration opens.

[Combined Degree Program](#)

[Link: The Undergraduate Experience: Special Programs](#)

Pace University offers students the opportunity to earn both their bachelor's and graduate degree in as little as five years through accelerated combined degree and sequential degree programs. There are many program choices within each college and students interested in these programs should talk with their Academic Advisor for more support and information.

[Satisfactory Academic Progress](#)

[Link: Financial Aid: Satisfactory Academic Progress Policy](#)

In order to receive financial aid and to qualify for Pace aid, students must maintain a minimum of a 2.0 cumulative quality point average (QPA) or higher for certain academic programs. Students must also stay on pace to complete their degree within 150% maximum time frame of the program. For example, students must stay on track to complete a four year degree within six years.

[Degree Works](#)

[Link: DegreeWorks](#)

Degree Works is a web-based academic reporting and advising tool that outlines the requirements of a particular program and the paths to complete them. It is currently only available to a select Undergraduate student population, accessible to students through the MyPace Portal. Students can use Degree Works to:

- Track all requirements necessary to receive your degree, based on the term you entered the University.
- Show which courses you have taken at Pace or transferred into the University, and how they are applied towards your degree.
- Run "What-If" degree reports to see how your academic history can be applied to a different degree/major/minor.

[GPA:](#)

Grade Point Average (GPA) is a number that indicates how high you scored in your courses on average. GPA typically refers to the calculated average of one semester. Pace University uses a 4.0 grading system.

A = 4.0, A - = 3.7, B + = 3.3, B = 3.0, B - = 2.7

C + = 2.3, C = 2.0, C - = 1.7, D + = 1.3, D = 1.0

[Add/Drop:](#)

The "add/drop" period occurs typically during the first six class days of the semester, where students can voluntarily elect to adjust their semester schedule by registering for courses with openings or withdrawing from courses they are already enrolled in. After the add/drop period, students will need instructor approval to register for a course and will need to submit a withdraw form to withdraw from a course.

[Pass/Fail:](#)

Students with 60 credits and a cumulative GPA of at least 2.5 may take one elective course per semester pass-fail. Core courses and major courses are excluded. Not more than four courses toward the degree may be taken on a pass-fail basis. Only a grade of "F" will be computed into the cumulative GPA.

[Full Time:](#)

A full time student is enrolled in 12 or more credit hours through the entire semester. Students whose credit hours fall below 12 are considered part time students. Transitioning between full time and part time may result in changes in the semester bill or financial aid.

[Core Curriculum:](#)

[Link: Academic Catalog: Core Curriculum Overview](#)

Pace University's cutting edge core curriculum includes a minimum of 44 credits in the Liberal Arts and Sciences that are grouped into two distinct sections: Foundational Requirements and Areas of Knowledge. Core curriculum also includes UNV 101 and a Learning Community.

Foundational Requirements include courses in Writing, Mathematics, Science, Computer Science, and Language.

Areas of Knowledge (A-OKs) offer broad exposure to a variety of approaches and perspectives in the Humanities, Social Sciences and Sciences, and to different modes of analysis and understanding. These courses are intended to develop a sense of social, civic, and global awareness and responsibility.

UNV 101 is a required course for all incoming first year students. This course will explore the unique aspects of university life by engaging the student in personal discovery through readings, writing and discussion.

Learning Community links courses and disciplines so that students and professors share a coherent and enriched learning experience. Pace offers two types of learning communities: Two paired, integrated, and coordinated courses, each taught by a different professor in a different discipline. Students must register for both sections of the learning community. OR An interdisciplinary (INT) course taught by a team of two professors from different disciplines and focused on a particular theme.