

# STUDENT QUICK REFERENCE GUIDE



## CLASS REGISTRATION & ACADEMIC SERVICES

**Q. Where do I go to register for classes and view my class schedule?**

A. To register for classes go to "add/drop" on [my.uah.edu](http://my.uah.edu) and to view your class schedule go to "register" on [my.uah.edu](http://my.uah.edu).

*TIP: Make sure to make an appointment with an Academic Advisor prior to registration to ensure successful course registration*

## ACADEMIC ADVISING & SUPPORT SERVICES

**Q. How do I find out who my advisor(s) are?**

A. You can view a list of each academic college and their advisors at [uah.edu/academic-advising](http://uah.edu/academic-advising).

## TECHNOLOGY SUPPORT

**Q. Who do I contact if I experience difficulties with my UAH email address?**

A. Contact the Office of Information Technology via email at [helpdesk@uah.edu](mailto:helpdesk@uah.edu) or phone at 256.824.3333.

## FINANCIAL AID & BURSAR

**Q. I received an outside scholarship. How do I send it to UAH?**

A. Checks for outside scholarship awards should be mailed to the following address:

The University of Alabama in Huntsville  
Office of Financial Aid, SSB 124  
301 Sparkman Dr.  
Huntsville, AL 35899

**Q. How do I view my student bill?**

A. View your student bill through your myUAH account, under Student Services >> Bursar >> Student Account.

## MAKING A PAYMENT

**Q. How do I set up a payment plan?**

A. Set up a payment plan on your Student Account, by selecting "View Payment Plans". You can also review the plan options and indicate your preferred payment method.

## CHARGER CARD & DINING

**Q. How do I make deposits and check the balance of my Charger Card?**

A1. Through your myUAH account .

A2. Deposits by cash, check, or credit card are accepted in the Office of the Bursar (SSB 123).

**Q. I lost my Charger Card. How do I get a replacement card?**

A. Notify the Charger Card Office immediately. A replacement card will cost \$25.

Charger Card Office | CGU 131 | 256.824.2720 | [chargercard@uah.edu](mailto:chargercard@uah.edu) | [uah.edu/chargercard](http://uah.edu/chargercard)

**Q. How can I find the hours for on-campus dining options?**

A. Visit [uah.edu/dining](http://uah.edu/dining) to view hours of operation and menu options.

## HEALTH & WELLNESS

**Q. What services are offered through the Student Health Center? (SHC)**

A. The SHC provides a variety of healthcare services for students, including treatment for minor illnesses and injuries, immunizations, preventative healthcare services, health counseling, flu shots, and testing for illnesses.

**Q. Does UAH offer student health insurance?**

A. Yes. You can view more information and enroll at [uah.edu/health-and-wellness/student-insurance-plan](http://uah.edu/health-and-wellness/student-insurance-plan).

**Student Health Center | WIL 325 (clinic)/WIL 324 (insurance) | 256.824.6775 | [shc@uah.edu](mailto:shc@uah.edu)**

**Q. Does UAH provide any counseling services?**

A1. Yes. The UAH Counseling Center provides individual fee-based services and free group services to support students who are currently enrolled in at least 3 credit hours.

A2. The Counseling Center also offers a free service for all UAH students called Therapy Assisted Online (TAO) that offers additional services for individuals who may not feel that they are in need of face-to-face services at this time or who want additional support.

**Counseling Center | Executive Place, Building 200, Suite 208 | 256.824.6203 | [uah.edu/counseling](http://uah.edu/counseling)**

**Q. I had a 504 plan and/or an IEP in high school. Can I request reasonable accommodations with UAH?**

A. Yes. Any UAH student with a qualifying disability that submits the appropriate documentation and completes an intake appointment can register with Disability Support Services (DSS).

**Disability Support Services (DSS) | WIL 128 | 256.824.1997 | [uah.edu/dss](http://uah.edu/dss)**

**Q. How do I get a membership at the University Fitness Center?**

A. All UAH students who are enrolled full-time (12 hours or more in the fall and spring semesters) receive membership at no additional cost.

*TIP: To access the UFC, you must have your Charger ID.*

**University Fitness Center (UFC) | 500 John Wright Drive | 256.824.5500 | [uah.edu/university-recreation](http://uah.edu/university-recreation)**

## CAMPUS SAFETY & PARKING MANAGEMENT

**Q. How do I set up UAlert?**

A. Students can set up UAlert by visiting [uah.edu/ualert](http://uah.edu/ualert).

**Q. How do I purchase a parking permit?**

A. Through your myUAH account, under "Campus Services" >> "Order a Parking Permit".

*TIP: All bicycles must be registered.*

*There is no charge for this service.*

