



SPARTAN RESOURCE GUIDE

2017-2018

SPARTANS WILL.



Spartan Resource Guide

Produced by Academic Orientation and Transitions

Bessey Hall
434 Farm Lane
Room 170
East Lansing, MI 48824

orientation.msu.edu
517/355-8490
aop@msu.edu

Online Resource Guide is available at *undergrad.msu.edu*

The information printed in the Spartan Resource Guide was provided by academic and departmental units. To the best of our knowledge this information was correct at the time of printing.



MSU is tobacco-free as part of an ongoing effort to ensure the MSU community enjoys a healthy campus. Tobacco-free MSU FAQs, information about the policy, resources and more are available at <http://tobaccofree.msu.edu>

MSU is an affirmative-action/equal-opportunity employer

MSU Federal Credit Union

Welcome to Michigan State University! Being a student and having a local account makes handling your finances and paying tuition bills easier and more convenient. Our campus financial institution, MSU Federal Credit Union, has three campus branches and provides all of the ATMs on campus—37 in all. Plus, MSUFCU has a mobile app, eDeposit for checks, eAlerts for your account transactions, and Apple Pay™, Samsung Pay, and Android Pay™ for your MSUFCU Visa Debit and Credit Cards.

MSUFCU is the largest University-based credit union in the world with over 230,000 members worldwide. As a not-for-profit organization that exists to serve members rather than shareholders, MSUFCU is involved in giving back through programs that support MSU and our local communities. Plus, the Spartan card designs and the MSUFCU Mobile app allow you to show your green and white spirit and take your account anywhere.

Top 10 Financial Tips for College Students

Now that you're in college, it's likely you're starting to become more responsible for your financial life. Along with this freedom comes the importance of spending money wisely. Here are the top 10 financial tips designed to give Spartans an edge on mastering personal finance and to help you have a successful freshman year:

Set Up Your Financial Structure. Open a free checking account with MSU Federal Credit Union so you'll have access to surcharge-free ATMs all over campus and nationwide on the CO-OP Network. Use the MSUFCU Mobile app to access your account, make remote deposits, and receive texts about transactions and activity on your account. Plus, set up Apple Pay, Samsung Pay, or Android Pay for your MSUFCU Visa Debit and Credit Cards.

Create a Budget. Keep track of your income from all sources: parents, job, financial aid, scholarships, and student loans. Then estimate your expenses: books, tuition, entertainment, food, etc. Make sure your income is larger than your expenses; you'll need some extra money for emergencies and savings. Remember, there are many fun activities to keep you busy in college and most are free to students.

Use Credit Wisely. Understand the responsibilities and benefits of credit. Start establishing credit with a low-limit, low interest rate card like the MSUFCU Platinum Visa Credit Card. Remember that a credit card is a loan, not free money. That means that any purchases you make have to be repaid. If you don't pay your bill in full and on time, you will accrue interest charges and late fees in addition to the amount you spent. Establishing a solid credit history now can benefit you later with lower interest rates when you're looking for a new car or your first house.

Save, Save, Save. Life happens, and it's important that you have some money saved when your laptop calls it quits, or when you'll need professional clothing for an interview. The 50/30/20 rule works! 50% of your income goes to your needs, 30% to your wants, and 20% to your savings.

Protect Yourself. Don't trust anyone with your money or account. Keep your cards in a safe place and don't leave cash lying around. Be skeptical of classmates, friends and especially strangers who ask to use your debit or credit card. Selling your card to someone is illegal and could cost you a lot of money, or worse, land you in trouble with the law.

Check Out MSUFCU's Financial 4.0. Financial literacy can seem overwhelming. The experts at MSUFCU's Financial 4.0 will help you with the basics and provide you with tips and tricks to get you on the right foot. It's financial advice by MSU students for MSU students. Check out their blogs, videos, and contests at www.msufcu.org/financial40.



MSU Federal Credit Union

Scholarships. Apply for as many scholarships as you can. Have your resume, letters of recommendation, and your transcripts ready to submit with your scholarship applications. Read and reread your applications before submitting them, and remember to apply, apply, apply.

Get a Job. The money you earn from working part time while you are in school can help you pay for the things that you want and need. Look for jobs both on and off campus with part-time hours. Summer internships provide you with work experience and can help you save money you can use during the school year. It's time to start working and saving. You'll be doing it for the rest of your life.

Look for Ways to Spend Less. Take advantage of student discounts from local businesses including travel, food, books, clothing, and entertainment. Don't spend extra money on food if you have a meal plan. Check out the free activities on MSU's campus, including the free MSU Campus Cinema for the latest movies that you can attend with your friends.

Don't Buy New. If you live on campus, there are secondhand stores that can help furnish your residence hall room for a fraction of the cost of new. You'd be surprised at the awesome items you'll find at yard sales. Talk with your roommate about what he or she can provide for your room, too. Two pocketbooks are better than one.

The good money habits you establish in college will serve you well during your years here and well into your post-graduate life. Make learning how to use money intelligently a part of your college education.

For more information about the MSU Federal Credit Union visit pages 44-47 of the Campus Life section.

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FINAL EXAM SCHEDULE-

<http://www.reg.msu.edu/ROInfo/Calendar/FinalExam.aspx>

CAMPUS MAP.....Inside Back Cover

2017-2018 University Academic Calendar

Dates are tentative. For current information students can visit www.reg.msu.edu.

Fall Semester 2017

Initial Fall Semester Registration Bill available online on STUINFO	July 22, 2017
Minimum Amount Due - Fall Registration Billing Statement	August 10, 2017
Residence halls open for new students who attended a June-July AOP	August 27, 2017
Fall Welcome activities for new students	August 27 - 30, 2017
Summer AOP students can begin to adjust their class schedules	August 28, 2017
Classes Begin	August 30, 2017
Labor Day Holiday - University Closed	September 4, 2017
Last Day to Add Fall Classes	September 6, 2017
End of Tuition Refund Period: Refund dates can be found by clicking on the section number in the Schedule of Courses at www.reg.msu.edu	
1st Fall Deferred Payment Due Date	October 2, 2017
Middle of Semester (Last day to drop or withdraw w/o grade reported)	October 18, 2017
2nd Fall Deferred Payment Due Date	November 1, 2017
Holiday - University Office Closed	November 23-24, 2017
Classes End	December 8, 2017
Final Exams	December 11-15, 2017
Commencements	December 15-16, 2017
Winter Break Begins - Residence Halls Close	December 15, 2017
Check STUINFO for Fall Grades	December 20, 2017
Holiday - University Offices Closed	December 25-26, 2017

Spring Semester 2018

Complete 2018-2019 Free Application for Federal Student Aid (FAFSA)	On or after October 1, 2017
Spring Semester Registration Bill available online on STUINFO	November 11, 2017
Minimum Amount Due - Spring Registration Billing Statement	December 8, 2017
Classes Begin	January 8, 2018
Last Day to Add Spring Classes	January 12, 2018
MLK Day - Classes Cancelled, University Open	January 15, 2018
1st Spring Deferred Payment Due Date	February 1, 2018
End of Tuition Refund Period: Refund dates can be found by clicking on the section number in the Schedule of Courses at www.reg.msu.edu	
Middle of Semester (Last day to drop or withdraw w/o grade reported)	February 28, 2018
2nd Spring Deferred Payment Due Date	March 1, 2018
Spring Break	March 5-9, 2018
Summer 2018 Enrollment by Appointment Begins	March 12, 2018
Open Enrollment Begins for Summer 2018	March 26, 2018
Classes End	April 27, 2018
Final Exams	April 30-May 4, 2018
Commencements	May 4-6, 2018
Check STUINFO for Spring Grades	May 9, 2018

2017-2018 University Academic Calendar

Dates are tentative. For current information students can visit www.reg.msu.edu.

Summer Semester 2018

Notify Financial Aid Office for summer aid consideration by this date	March 1, 2018
Summer Enrollment begins for currently attending students	March 12, 2018
Summer Session Registration Bills available online on STUINFO	April 14, 2018
Minimum Amount Due - Summer Registration Billing Statement	May 1, 2018
Classes Begin:	
Full Session	May 14, 2018
1st Summer Session	May 14, 2018
2nd Summer Session	July 2, 2018
Memorial Day Holiday - University Closed	May 28, 2018
Independence Day Holiday - University Closed	July 4, 2018
End of Tuition Refund Period:	
Refund dates can be found by clicking on the section number in the Schedule of Courses at www.reg.msu.edu	
Middle of Semester - Last day to drop or withdraw w/o grade reported:	
Full Session	June 29, 2018
1st Summer Session	June 6, 2018
2nd Summer Session	July 25, 2018
Classes End:	
Full Session	August 16, 2018
1st Summer Session	June 28, 2018
2nd Summer Session	August 16, 2018
Final Exams	Last Day of Class
Check STUINFO for 1st Summer Session Grades	July 5, 2018
Check STUINFO for Full and 2nd Summer Session Grades	August 21, 2018

Click on the section number in Schedule of Courses for important dates and deadlines.

Campus Resource Directory <http://search.msu.edu/a-z>

Campus Operator
517/355-1855

Academic Orientation and Transitions
orientation.msu.edu
170 Bessey Hall
517/355-8490
aop@msu.edu

Admissions
www.admissions.msu.edu
<http://msu.intelliresponse.com/>
250 Administration Building
517/355-8332
admis@msu.edu

Controller's Office/Student Accounts
www.ctrlr.msu.edu/COStudentAccounts
<http://msu.intelliresponse.com/>
426 Auditorium Rd, Room 140
517/355-3343
800/775-4323
student.receivables@ctrlr.msu.edu

Financial Aid
www.finaid.msu.edu
Ask Sparty-
<http://msu.intelliresponse.com/>
Student Services Building
556 E. Circle Drive, Room 252
517/353-5940
finaid@msu.edu

Registrar
www.reg.msu.edu
<http://msu.intelliresponse.com/>
150 Administration Building
517/355-3300
reg@msu.edu

Student Affairs and Services
<http://studentaffairs.msu.edu>
Student Services Building
556 E. Circle Drive
517-355-7535
studentaffairs@msu.edu

College Contacts

Agriculture and Natural Resources
www.canr.msu.edu
Dorcia Chaison
121 Agriculture Hall
517/355-0234
chaison@msu.edu

Arts and Letters
www.cal.msu.edu
Quinn Moreno
200 Linton Hall
517/355-0366
qmoreno@msu.edu

Broad College of Business
broad.msu.edu
Megan Stevenson
402A Eppley Center
517/355-7605
megan@broad.msu.edu

Hospitality Business
hospitalitybusiness.broad.msu.edu
Jeff Yingling
232 Eppley Center
517/353-9211
yingling@broad.msu.edu

Communication Arts and Sciences
www.cas.msu.edu
Corey Moore
189 Communication Arts and Sciences
517/355-1794
moorec56@msu.edu

Education
www.education.msu.edu
Teacher Education
Kristy Dumont
134 Erickson
517/353-9680
kdumont@msu.edu

Kinesiology/Athletic Training
Amy Tratt
134 Erickson
517/353-9680
tratt@msu.edu

Engineering
www.egr.msu.edu
Joyce Samuel
1415 Engineering Building
517/355-6616 ext. 3
samuelfjo@msu.edu

Honors College
www.honorscollege.msu.edu
Christine Raisanen
105 Eustace-Cole Hall
517/355-2326
chrshr@msu.edu

James Madison
www.jmc.msu.edu
Jeff Judge
369 South Case Hall
517/353-6754
judgej@msu.edu

Lindsay Snyder
368 South Case Hall
517/884-1385
thornh12@msu.edu

Lyman Briggs
www.lbc.msu.edu
Anne Slavin
35 E. Holmes Hall
517/353-6480
schrock7@msu.edu

Music
www.music.msu.edu
Talitha Wimberly
206 Music Practice Building
517/432-2616
talithat@msu.edu

Natural Science
www.natsci.msu.edu
Janae Currington
108 Natural Science
517/432-2381
curingt@msu.edu

Neighborhood Student Success Collaborative (NSSC)
(No-Preference/Exploratory Students)
<http://www.nssc.msu.edu/>
Deborah Thornton
130 Hubbard Hall
517/355-3515 & 517/884-3501
Thornt28@msu.edu

Nursing
www.nursing.msu.edu
Krystal K. Jones
C127 Bott Building
517/353-4827
kjones@msu.edu

Residential College in the Arts & Humanities
www.rcah.msu.edu
Julie Tashjian
C210 Snyder Hall
517/355-0210
rcah@msu.edu

Social Science
www.socialscience.msu.edu
Michael Connelly
201 Berkey Hall
517/355-6676
academic.affairs@ssc.msu.edu

Veterinary Medicine
www.cvm.msu.edu
Preveterinary and Veterinary Technology
Dr. Janette Vani
F101 Veterinary Medical Center
517/355-6510
jvani@cvm.msu.edu

Sarah Tomasik
A6 Veterinary Medical Center
517/353-7267
ahrenssa@cvm.msu.edu

Co-curricular Program

Multi-Racial Unity Living Experience
www.mrule.msu.edu
Jeanne Gazel
49 Abbott Rd. #226
517/432-5266
mrule@msu.edu

Living and Learning Programs

Charles Drew Science Scholars Program
drewscholars.msu.edu
Patti Wolff
C202 Rather Hall
517/353-8491
NatSci.DrewScholars@msu.edu

CoRe Experience
egr.msu.edu/core
Carmellia Davis-King
W5 Wilson Hall
517/355-6616 ext. 2
kingcarm@egr.msu.edu

RISE Program
rise.natsci.msu.edu
Laurie Thorp
C208 Bailey Hall
517/432-4944
thorpl@msu.edu

Academic Support Services

Chemistry Help Room
81 Chemistry Building
517/355-9715

CSE 101 Help Room
CSE101.cse.msu.edu/student/

English Language Center/ESL Lab
B230 Wells Hall
517/353-0800
elc@msu.edu

Grammar Hotline
writing.msu.edu
517/432-3610

Math Learning Center
<https://www.math.msu.edu/mlc>
Main location: C126 Wells Hall
Neighborhood locations at Brody, Union, Holden, McDonel, Akers

STT Help Room
A102 Wells Hall
517/355-9589
stt.msu.edu/academics/helproom.aspx

Social Science Help Rooms
HelpRooms@ssc.msu.edu
Information - 201 Berkey Hall
517/355-6676
Locations vary check website
www.SocialScience.msu.edu/HelpRooms

Writing Center
writing.msu.edu
300 Bessey Hall
517/432-3610
writing@msu.edu

OnCampus Housing/Dining

Culinary Services
www.eatatstate.com
43 W. McDonel Hall
517/884-0660
info@eatatstate.com

Off-Campus Housing
www.studentlife.msu.edu
101 Student Services Building
517/355-8286

Residence Education & Housing Services
liveon.msu.edu
517/884-LIVE (5483)
1-877/9LIVEON
liveon@msu.edu
@MSULiveOn: Twitter, Instagram, Facebook and Youtube

Additional Offices and Resources

Academic Scholars Program

www.msu.edu/~asp
105 Eustace-Cole Hall
517/355-2326
asp@msu.edu

Alumni Association

alumni.msu.edu
300 Spartan Way
517/884-1000
msuaa@msu.edu

Associated Students of Michigan State University (ASMSU)

(Student Government)
www.asmsu.msu.edu
307 Student Services Building
517/355-8266
info@asmsu.msu.edu

Career Services Network/ Student Employment

CareerNetwork.msu.edu
113 Student Services Building
517/355-9510
careerservices@csp.msu.edu

CATA Customer Service

(Bus Service)
www.cata.org
420 S. Grand Avenue
Lansing, MI 48933
517/394-1000
info@cata.org

Center for Service-Learning & Civic Engagement

www.servicelearning.msu.edu
345 Student Services Building
517/353-4400
servlrn@msu.edu

Computer Store - Help & Repair

www.cstore.msu.edu
110 and 120 Computer Center
517/432-0700
cstore@msu.edu

MSU Counseling Center

www.counseling.msu.edu
207 Student Services Building
517/355-8270
counseling@cc.msu.edu

Department of Student Life/ Student Organizations and Leadership Development

studentlife.msu.edu
101 Student Services Building
517/355-8286
stulife@msu.edu

English Language Center

elc.msu.edu/
B-230 Wells Hall
517/353-0800
elc@msu.edu

Greek Life

greeklife@msu.edu
101 Student Services Building
517/355-8286

Immunization Services

olin.msu.edu
463 Olin Health Center
517/353-4660
olin@msu.edu

MSU IT Service Desk

tech.msu.edu/support
120 Computer Center
517/432-6200 and 517/884-3000
ithelp@msu.edu

LBGT Resource Center

www.lbgrtc.msu.edu
302 Student Services Building
517/353-9520
lbgrtc@msu.edu

Libraries

www.lib.msu.edu
100 Library Building
517/353-8700

Marching Band Information and Auditions

www.music.msu.edu
116 Music Building
517/355-7654
spartanband.net

Michigan State University Police

www.police.msu.edu
1120 Red Cedar Road
517/355-2221
info@police.msu.edu

MSU Bikes Service Center

www.bikes.msu.edu
434 Farm Ln., Rm. B10 Bessey Hall
(300 Ft. NW of Farm Lane Bridge)
517/432-3400
bikes@msu.edu

MSU HealthTeam

www.healthteam.msu.edu
D130 W. Fee Hall
517/353-3000
Pharmacies-
Free On-Campus Delivery
North Campus: 517/353-9165
South Campus: 517/353-4930
pharmacy.msu.edu

MSU Safe Place

Relationship Violence/Stalking
Program
safeplace.msu.edu
517/355-1100
noabuse@msu.edu

MSU Surplus Store and Recycling Center

msusurplusstore.com
468 Green Way
517/355-1723
surpluss@msu.edu

MSU Union

www.msuunion.com
MSU Union Building
517/355-3464
union@msu.edu

Mosaic: Multicultural Unity Center

http://mosaic.msu.edu
2nd Floor MSU Union Building
517/432-7153

Neighborhood Student Success Collaborative NSSC

nssc.msu.edu
170 Bessey Hall
517/355-3515
nssc@msu.edu

Office for International Students & Scholars

www.oiss.msu.edu
105 International Center
517/353-1720
oiss@msu.edu

Office of Cultural & Academic Transitions

www.ocat.msu.edu
339 Student Services Building
517/353-7745

Office for Education Abroad

studyabroad.msu.edu
427 N. Shaw Lane, Room 109
517/353-8920
studyabroad@isp.msu.edu

Office of Supportive Services

www.oss.msu.edu
209 Bessey Hall
517/353-5210
oss@msu.edu

Office of the University Ombudsperson

www.msu.edu/unit/ombud
129 N. Kedzie Hall
517/353-8830
ombud@msu.edu

Office of the University Physician Immunization Requirements

www.uphys.msu.edu
463 East Circle Drive, Room 346
517/353-9101
uphys@msu.edu

Parking Office

www.police.msu.edu
1120 Red Cedar Road
517/355-8440

Sexual Assault Program

www.endrape.msu.edu
14 Student Services Building
517/355-3551
517/372-6666 (24 hour crisis line)

Sexual Assault and Relationship Violence Prevention Program (SARV)

www.sarv.msu.edu
101 Student Services Building
517/355-8286

Spartan Ticket Office

msuspartans.com
Jenison Field House
223 Kalamazoo St, Rm 211
517/355-1610

Student Health Insurance

www.hr.msu.edu/benefits/student_insurance/
1407 S. Harrison
Suite 140 Nisbet Building
517/353-4434
SolutionsCenter@hr.msu.edu

Student Health Services

www.olin.msu.edu
Olin Health Center
463 E. Circle Drive
517/884-6546
olin@msu.edu

Student Parent Resource Center

University Village Community
Center, Room 107
517/432-3745
sprc@msu.edu

Student Veterans Resource Center

www.veterans.vps.msu.edu
Rm 8 Student Services Building
517/884-5793
veterans@msu.edu

Testing Office

www.testingoffice.msu.edu
207 Student Services Building
517/355-8385
testctr@cc.msu.edu
for MCAT, GRE, etc.

University Activities Board

www.uabevents.com
uab@rhs.msu.edu
26 MSU Union Building
517/355-3354

ROTC

Air Force ROTC

www.msu.edu/~airforce/
104 Bessey Hall
517/355-2168
airforce@msu.edu

Army ROTC

armyrotc.msu.edu
113 Demonstration Hall
517/353-3484
armyrotc@msu.edu

Resource Center For Persons With Disabilities

www.rcpd.msu.edu
120 Bessey Hall
517/884-RCPD (7273)
rcpd@msu.edu

Assistive Technology

Stephen Blosser
blossers@msu.edu

Brain Injury Disabilities, Learning Disabilities Student-Athlete Liaison

Virginia Rutan
walkerv4@msu.edu

Chronic Health Disabilities

Caleb Sandoval
sandova7@msu.edu

Deaf/Hard of Hearing, Mobility Disabilities

Virginia Martz
martzvir@msu.edu

Learning Disabilities

Shani Feyen
feyensha@msu.edu
Darryl Steele
steeled5@msu.edu

Media Access, Blindness/Visual Impairment

Angela Sebald
sebaldan@msu.edu

Psychiatric Disabilities

Leslie Johnson
john5214@msu.edu
John Pedraza
pedrazaj@msu.edu

East Lansing Area Directory

Bakeries

A Piece O' Cake

4966 Northwind Drive
East Lansing MI 48823
517/333-6881

Bake N' Cakes

3003 E. Kalamazoo St.
Lansing MI 48912
517/337-2253

MSU Bakers

220 Service Rd.
Michigan State University
East Lansing MI 48824
517/353-9310

Sugar Shack

215 North Clippert Street
Lansing MI 48912
517/316-2009

Banks/Credit Unions

MSU Federal Credit Union

www.msufcu.org
517/333-2424 (Call Center)

MSU Union Bldg.
East Lansing MI 48824
517/333-2424

523 E. Grand River Ave.
East Lansing MI 48823
517/333-2424

4825 E. Mt. Hope Rd
East Lansing MI 48823
517/333-2424

3777 West Road
East Lansing MI 48823
517/333-2424

1775 Central Park Drive
Okemos MI 48864
517/333-2424

2300 Jolly Road
Okemos, MI 48864
517/333-2424

200 E. Jolly Road
Lansing, MI 48910
517/333-2424

104 S. Washington Square
Lansing, MI 48933
517/333-2424

653 Migaldi Lane
Lansing, MI 48917
517/333-2424

Sparrow Professional Building
1200 E. Michigan Ave., Suite 300
Lansing, MI 48912
517/333-2424

16861 Marsh Road
Haslett, MI 48840
517/333-2424

180 High Street
Charlotte, MI 48813
517/333-2424

1133 S. Cedar Street
Mason, MI 48854
517/333-2424

Bank of America

300 Frandor Ave.
Lansing MI 48912
517/351-6217

2731 E. Grand River Ave.
East Lansing MI 48823
517/336-7038

Chase Bank

639 E. Grand River Ave.
East Lansing MI 48823
517/333-5905

Citizens Bank

3015 E. Saginaw
Lansing MI 48912
517/351-1111

1575 W. Grand River Ave.
Okemos MI 48864
517/349-9809

Comerica Bank

223 N. Clippert St.
Lansing MI 48912
517/337-0696

Fifth Third Bank

1427 W. Saginaw
East Lansing MI 48823
517/336-7332

First National Bank of America

241 E. Saginaw
East Lansing MI 48823
517/351-2660

Flagstar Bank

1400 E. Lake Lansing
East Lansing MI 48823
517/336-4200

PNC Bank

3433 E. Michigan Ave.
Lansing MI 48912
517/334-1675

Beauty Salons & Barbers

Blades Hair Studio

223 M.A.C. Ave.
East Lansing MI 48823
517/351-7070

Campus Barbers Inc.

621 E. Grand River Ave.
East Lansing MI 48823
517/337-9881

Douglas J Aveda Institute

331 E. Grand River Ave.
East Lansing MI 48823
517/333-9656

Essex Hair Design

4790 S. Hagadorn Rd., Suite 152
East Lansing MI 48823
517/333-3917

Great Clips

205 MAC Ave.
East Lansing MI 48823
517/897-1499

Guys & Dolls Salon

418 Frandor
Lansing MI 48912
517/351-2246

Hairmasters

310 N. Clippert St., Suite 3
Lansing MI 48912
517/332-9388

Harrison Hair House

140 N. Harrison Rd.
East Lansing MI 48823
517/337-1541

Kevena V.'s Day Salon

4964 Northwind Dr.
East Lansing MI 48823
517/332-0258

New Style Salon

962 Trowbridge Rd.
East Lansing MI 48823
517/351-4338

Personal Image Salon

3315 E. Michigan Ave.
Lansing MI 48912
517/333-3234

Salon de Lourdes

2985 Mount Hope Road #109
Okemos MI 48864
517/336-5858

Urban Roots Salon

1393 Grand River Ave.
East Lansing MI 48823
517/332-3228

Bookstores

21st Century Comics and Games

515 E. Grand River Ave. Ste. 1
East Lansing MI 48823
517/324-3585

Archives Bookshop

519 W. Grand River Ave.
East Lansing MI 48823
517/332-8444

Collegeville Textbook Company

321 E. Grand River Ave.
East Lansing MI 48823
517/922-0013

Curious Bookshop

307 E. Grand River Ave.
East Lansing MI 48823
517/332-0112

Fortress Comics and Games

425 Albert Ave.
East Lansing MI 48823
517/333-0435

Spartan Bookstore

MSU International Center Bldg.
East Lansing MI 48824
517/355-3450

The Student Bookstore

421 E. Grand River Ave.
East Lansing MI 48823
517/351-4210

Churches/Religious Associations

Additional information is available at MSU Religious Advisors Association
www.msu.edu/~msuraa
517/332-2559

Churches/Organizations

All Nations Christian Fellowship
Asian Christian InterVarsity
Athletes in Action
Baptist Collegiate Ministry/
Christian Challenge
Bridges International
Campus Edge Fellowship
Chabad House of Greater
Lansing MSU
Chi Alpha Christian Fellowship/
Assemblies of God
Christianity and Culture
Collegiate Black & Christian-
InterVarsity Christian Fellow-
ship
Community of Christ-Journey
House Ministries
Crossway Multinational Church
CRU (formerly Campus Crusade
for Christ)
Cutting Edge
Element Church
The Furnace Prayer Movement
at MSU
Greater Lansing Church of Christ
Hillel Jewish Student Center
His House Christian Fellowship
Immanuel Community Reformed
Church
International Outreach United
International Student Ministry
Islamic Society of Greater
Lansing
Just for Christ Campus Ministry
Little Flock Christian Fellowship
Martin Luther Chapel (LCMS)
Lutheran Student Center
Midwest Chinese-American
United Mission
Mosaic InterVarsity Christian
Fellowship
MSU Fellowship
Navigators
One Community: Lutheran/
Episcopal Ministry
Peoples Church
Q-Cross @ msu
Red Cedar Friends Meeting -
Quakers
River Terrace Church
Riverview Church
Spartan Christian Fellowship
St. John Catholic Student Center
Spartan International Christian
Fellowship
UKirk@MSU- Presbyterian
Campus Ministry
University Baptist Church
University Christian Outreach
University Reformed Church

University Seventh-Day
Adventist church
Wesley Foundation/
University United Methodist
Young Apostolic Student for
Christ

Cleaners

Baryames Cleaners

1518 W. Grand River Ave.
East Lansing MI 48823
517/332-5009

Best Cleaners

2843 E. Grand River Ave.
East Lansing MI 48823
517/351-5655

Point Laundry

2800 E. Grand River Ave.
East Lansing MI 48823
517/351-0393

Sunshine Laundromat & Cleaners

402 North Homer Street
Lansing MI 48912
517/332-2003

Twichells Dry Cleaners & Tailors

221 M.A.C. Ave.
East Lansing MI 48823
517/332-1812

Dining (Downtown East Lansing)

Beggar's Banquet

218 Abbot Rd.
East Lansing MI 48823
517/351-4540

Bistro 43

300 M.A.C. Ave.
East Lansing MI 48823
517/337-4440

Blaze Pizza

437 E. Grand River Ave.
East Lansing MI 48823
517/574-5910

Buffalo Wild Wings

360 Albert Ave.
East Lansing MI 48823
517/333-2999

Bulgogi

340 Albert Ave..
East Lansing MI 48823
517/993-6817

Charlie Kang's

127 E. Grand River Ave.
East Lansing MI 48823
517/332-4696

Chipotle

539 E. Grand River Ave.
East Lansing MI 48823
517/333-3680

Crunchy's

254 W. Grand River Ave.
East Lansing MI 48823
517/351-2506

Dublin Square Irish Pub

327 Abbot Rd.
East Lansing MI 48823
517/351-2222

El Azteco

255 Ann St.
East Lansing MI 48823
517/351-9111

Field House

213 Ann St.
East Lansing MI 48823
517/332-8300

Five Guys Burgers & Fries

623 E. Grand River Ave.
East Lansing MI 48823
517/332-3483

Goomba's Pizza

331 W. Grand River Ave.
East Lansing MI 48823
517/351-8400

Harper's Restaurant and Brewpub

131 Albert Ave.
East Lansing MI 48823
517/333-4040

Harrison Roadhouse

720 Michigan Ave.
East Lansing MI 48823
517/337-0200

Hopcat

300 Grove St.
East Lansing MI 48823
517/816-4300

Jimmy Johns

143 N. Harrison Rd. #100
East Lansing MI 48823
517/664-2900

Leo's Coney Island

333 Albert Ave.
East Lansing MI 48823
517/708-8580

No Thai!

403 E. Grand River Ave.
East Lansing MI 48823
517/336-5555

Noodles & Company

205 E. Grand River Ave.
East Lansing MI 48823
517/332-4040

Omi Sushi

210 M.A.C. Ave.
East Lansing MI 48823
517/337-2222

Peanut Barrel

521 E. Grand River Ave.
East Lansing MI 48823
517/351-0608

Peking Express

611 E. Grand River Ave.
East Lansing MI 48823
517/351-0533

Pho (Vietnamese Restaurant)

350 Albert Ave.
East Lansing MI 48823
517/574-4919

Potbelly Sandwich Shop

223 E. Grand River Ave.
East Lansing MI 48823
517/203-4278

Rice Kitchen

551 E. Grand River Ave.
East Lansing MI 48823
517/336-5810

Sushi Go

553 E. Grand River Ave.
East Lansing MI 48823
517/324-7101

Sushi-Ya

529 E. Grand River Ave.
East Lansing MI 48823
517/333-0804

Taste of Thai

1105 E. Grand River Ave.
East Lansing MI 48823
517/324-0225

Woody's Oasis (Mediterranean)

1050 Trowbridge Rd.
East Lansing MI 48823
517/351-2280

Florists

B-A Florist

1424 E. Grand River Ave.
East Lansing MI 48823
517/351-4484

Edible Arrangements

300 North Clippert Street #11
Lansing MI 48912
517/324-7000

Petra Flowers

315 W. Grand River Ave.
East Lansing MI 48823
517/336-6991

Health Care Facilities

Lansing Urgent Care

505 N. Clippert St.
Lansing MI 48912
517/999-2273

4440 W Saginaw Hwy.
Lansing MI 48912
517/327-6400

MSU Clinical Center

www.healthteam.msu.edu
804 Service Road
East Lansing MI 48823
517/353-3000
1-800/353-4920

Olin Health Center

www.olin.msu.edu
463 E. Circle Drive
East Lansing MI 48824
517/884-OLIN (6546)

Appointment Offices:
General Medical Clinic
517/353-4660

Phone Information Nurse
517/353-5557

Sparrow Hospital

1215 E. Michigan Ave.
Lansing MI 48912
517/364-1000

Sparrow Urgent Care-Okemos

2682 E. Grand River Ave.
East Lansing MI 48823
517/333-6562

Movie Theaters

Celebration! Cinema

200 E. Edgewood Blvd.
Lansing MI 48911
517/393-7469 (movie information)

NCG Eastwood Theaters

2500 Showtime Dr.
Lansing MI 48906
517/316-9100 (movie information)

Regal Lansing Mall Cinema

5330 W. Saginaw
Lansing MI 48917
1-844/462-7342
(movie information)

Storage

Abbott Road Mini Storage

16614 Chandler Rd.
East Lansing MI 48823
517/332-7676

Affordable Self Storage

1530 Lake Lansing Road
Lansing MI 48912
517/485-9966

Devon Self-Storage

708 E. Grand River Ave
Lansing MI 48906
517/580-0381

Simple Self Storage

2591 Jolly Road
Okemos MI 48864
517/332-7781

Welcome From the President



Dear Parents:

Welcome to Michigan State University, our nation's pioneer land-grant university and one of the top 100 universities in the world.

As Spartans, our students are part of a unique, important, and ongoing story. Land-grant universities were conceived in the 19th century to democratize higher education and offer the benefits of higher education to many who were previously excluded. We land-grant universities offered new paths to social and economic mobility, allowing people to dream bigger dreams. More than 150 years later, our mission has not changed, but now our presence and concerns extend far beyond Michigan into communities around the world.

Our three institutional core values are quality, connectivity, and inclusiveness. Although our community is diverse—in people, thought, and experiences—we all are engaged to address the challenges that confront us, and dedicated to making the world a better place. As Spartans we also embrace the opportunity to learn from one another, so Michigan State welcomes a full spectrum of viewpoints in our campus community, enriching the conversation and challenging us to grow intellectually.



Office of the President

Hannah Administration Building
426 Auditorium Road, Room 450
East Lansing, MI 48824

517-355-6960
Fax: 517-355-4670
president.msu.edu

Part of joining the Spartan community is becoming part of something bigger than any one person, joining a network with enormous power for positive impact. As Spartan graduates, our students will enter a world where they will likely live among and work with people from different places and backgrounds. MSU faculty, staff and administrators are committed to helping our students make meaningful connections that can lend direction and perspective. We are committed to supporting them as they develop habits of the mind—a framework for success—including curiosity, engagement, persistence, responsibility, and inclusiveness.

There is a reason Michigan State is ranked among the 100 top research universities in the world and why your student is a Spartan. We chose one another very deliberately. Spending time with students is a favorite part of my job, and I look forward to meeting your daughter or son on campus.

I also recognize the significant role you will play as we, together, guide your student through the exciting and sometimes overwhelming college transition process. This resource guide includes information that will help your student prepare to succeed. I look forward to your own visit to campus to see first-hand what makes the MSU experience and the Spartan family extraordinary.

Spartans Will.


Lou Anna K. Simon, Ph.D.
President

Welcome From the Associate Provost For Undergraduate Education



April 3, 2017

Dear Students:

At MSU, you don't just earn a degree, we partner with you to prepare for a dynamic future. That means we are committed to assisting you to develop the knowledge, attitudes, and skills that will be valuable in any field, in any environment, at any time. Our Undergraduate Learning Goals (ULGs) - educational goals that transcend the boundaries of majors, specific classes or defined careers - provide the framework for your undergraduate experience. As you begin to make connections both in and out of the classroom, you will discover more about yourself and what you want to study as you develop the professional abilities associated with the ULGs.

Students often wonder what they can do to make the most of their first year experience. Listed below are six college transition tips.

Make Connections

Introduce yourself to each of your professors on the first day of class. Visit your professors during office hours; they can enhance your learning experiences and assist you in discovering your passion and refining your goals. Meet with your academic advisor regularly; academic advisors serve as your guide through the challenging transition to college and can help you create a learning experience tailored to your needs.

Stretch Yourself

Explore; step outside your comfort zone. Enroll in a course that covers material you are curious about or even one you may not initially thought interesting – you never know what you may discover. Join a campus group that you are not familiar with. Engage in research and international study.

Discover Your Purpose

The path you travel as you engage your passion most likely will not be straight. However, each experience will help you discover and define or refine your purpose. Be persistent as you explore in order to uncover opportunities you didn't know existed.

Learn from Difference

MSU is a global community. Seek out and engage with people (faculty, staff, and other students) who are culturally, ethnically, and geographically different from you in order to come to understand their perspectives - become an active listener. These opportunities will prove invaluable throughout your career.

Fail Forward

Learning is hard work, and requires courage. Learning requires understanding that some of the things you thought you knew are wrong. Most of all, learning requires your active participation – a willingness to be wrong, but to learn from your mistakes. Failure can be OK, as long as you grow from your experiences.

Take Time to Reflect

Make time to think about what you have learned, how you learned it, and how it has expanded your abilities. If you need to do something differently to achieve your goals - do it. Don't be afraid to make a change. Know that exploring and evolving your purpose takes time and constant nurturing. It takes effort and at times can seem overwhelming. However, the rewards are a lifetime of fulfillment.

I hope you find this Resource Guide useful; it is available to help you connect with various services you need to be successful during your time at MSU. Welcome into the Spartan Family.

Sincerely,

A handwritten signature in black ink that reads "R. Sekhar Chivukula".

R. Sekhar Chivukula, Ph.D.

Associate Provost for Undergraduate Education and
Dean of Undergraduate Studies



OFFICE OF THE
PROVOST

**Undergraduate
Education**

Michigan State University
Hannah Administration Building
426 Auditorium Road, Room 312

East Lansing, Michigan 48824

Phone: 517-353-5380

Fax: 517-432-2069

undergrad.msu.edu

Student Success Tips

SPARTANS WILL.



SPARTAN CODE OF HONOR

ACADEMIC PLEDGE



As a Spartan, I will strive to uphold values of the highest ethical standard. I will practice honesty in my work, foster honesty in my peers, and take pride in knowing that honor is worth more than grades. I will carry these values beyond my time as a student at Michigan State University, continuing the endeavor to build personal integrity in all that I do.

STUINFO- stuinfo.msu.edu

An online resource that you will use frequently during your time at MSU is STUINFO, MSU's online student database that allows you to access your personal student information. With STUINFO, you can:

- View your class schedule.
- Review your course, credit, and GPA history.
- View your student account, billing history, and information about loans and financial aid.
- View standardized test scores that have been submitted to the university.

Students are cautioned NOT to share their own passwords with anyone. Through StuInfo students may give parents or others access to their online student records. Guest access allows information to be passed to a guest without giving away the student's password. Examples of information that may be granted through guest access include viewing/paying the bill, viewing financial aid, viewing MSU charges and credits, and confirming attendance.

EAST LANSING

HOME TO MICHIGAN STATE



THE CITY OF EAST LANSING

East Lansing is the proud home of MSU and its students. Established in 1907, the history of the city is intertwined with MSU in many ways. Examples of the connections can be seen in the presence of many schools, streets and a community center proudly named for prominent MSU faculty and former presidents. Furthering the connection between MSU and East Lansing is the large number of residents who are also faculty, staff and alumni of MSU.

The city of East Lansing offers a number of wonderful amenities to its residents, including a community center, aquatic center, recreational trail, public library, numerous parks and a variety of downtown restaurants and shops. These amenities are easily accessible to MSU students whether they are traveling by foot, bicycle, car or CATA bus. Still, with access to these resources comes an important need for community responsibility. East Lansing takes pride in its family-friendly atmosphere. As such, neighbors expect that homes and yards will be cared for, noise will be kept to a minimum and the property of others will be respected. In return, neighborhoods whole-heartedly welcome the diversity and energy that students bring to the community. Mutual respect is the cornerstone.

Welcome From the Mayor



CITY OF EAST LANSING

The Home of Michigan State University

Dear Parents and Students:

Welcome to East Lansing, the proud home of Michigan State University (MSU)—one of the world's great Universities! During the time you are a resident of East Lansing, you will become very familiar with MSU's beautiful campus and I hope you will get to know the rest of East Lansing just as well.

As a University community, East Lansing welcomes people from more than 150 countries, many of whom live in our close-knit neighborhoods. We have a vibrant downtown, excellent public schools and exceptional recreational facilities. The City also provides one of the finest public libraries in the state. I hope you will take advantage of East Lansing's outdoor Family Aquatic Center, biking and hiking trails and championship soccer and softball complexes. Many MSU students also enjoy regular use of the affordable fitness and gym facilities at the East Lansing Hannah Community Center.

410 Abbott Road
East Lansing, MI 48823
(517) 337-1731
Fax (517) 337-1559
www.ci.east-lansing.mi.us

Michigan State University enriches our intellectual and cultural lives with invited speakers, concerts, theater, museums and, of course, Big Ten sports. The City has an array of festivals, outdoor concerts and cultural activities that go hand-in-hand. Just as important, students and their families bring a rich diversity that energizes our community.

All students living in East Lansing, including those on campus, are encouraged to register to vote here—their home for the next few years. For voter registration information, visit www.cityofeastlansing.com/elections. Voting is one way to actively participate in our community's decisions. Another way to participate is through serving on one of our boards and commissions. You can find application information on our website at <http://www.cityofeastlansing.com/145/Boards-Commissions>.

The City and the University work together to provide a safe and supportive environment for our residents. To learn more about East Lansing, please visit our website, www.cityofeastlansing.com. If a city representative can be helpful to you at any time or in any way, please do not hesitate to call City Hall at (517) 319-6920.

Sincerely,

Mark S. Meadows
Mayor of East Lansing

The Downtown

www.cityofeastlansing.com/downtown

Students and parents are encouraged to venture off campus for great shopping and eating in downtown East Lansing. The downtown offers a variety of major retailers and unique, one-of-a-kind shops and stores. Moosejaw, Mad Eagle, Clever Clover, East Lansing Threads and Urban Outfitters have a wide selection of clothing for all tastes, while Sundance Jewelers, Curious Book Shop, Mackerel Sky, Silver & Beyond and a variety of other shopping destinations offer numerous specialty and gift items. For those seeking the best MSU gear, the Student Book Store and Ned's Bookstore are also must-stops while in downtown.

In addition to shopping venues, downtown East Lansing restaurants boast a variety of ethnic and specialty foods. For lunch, students can stop by Charlie Kang's, Pancheros, the Pita Pit, Potbelly's, Noodles & Company, and several other quick lunch spots. For dinner, students can try the Marriott's sit-down restaurant, Bistro 43, or venture over to Grand River Avenue's the Peanut Barrel or Abbot Road's Dublin Square and Beggar's Banquet. Other sit-down restaurants include Hop Cat East Lansing, FieldHouse, Bulgogi Fine Korean Cuisine, Crunchy's and more... Students can visit www.cityofeastlansing.com/downtown for a list of all businesses located in the downtown area.

Register to Vote

It is important to note that all U.S. citizens who are 18 years of age or older are eligible to vote in local and national elections as East Lansing residents. Students can visit www.cityofeastlansing.com and click on City Clerk for voter information.

East Lansing residents are also encouraged to serve on the city's boards and commissions. Students can visit www.cityofeastlansing.com to become involved in making important decisions regarding policies in areas such as planning, the environment, human relations, the arts, parks and recreation, and more.

Enjoy East Lansing Parks, Recreation & Arts

Students can visit www.cityofeastlansing.com for maps and more information.

Bike and Hike the Northern Tier Trail

This picturesque nature trail is located just off Abbot Road. Students can visit www.cityofeastlansing.com to view a map of the trail. For students who enjoy hiking, rollerblading, biking or jogging, the East Lansing Northern Tier Trail is something to check out. The 10-foot-wide paved surface takes students through many of East Lansing's naturally occurring habitats and connects to several community parks in East Lansing.

Enjoy the Outdoors at East Lansing's Parks

To learn more about East Lansing's parks, students can call the East Lansing Department of Parks, Recreation & Arts at 517/319-6809. Students are welcome to take a trip off campus to enjoy any of the city's 19 parks. Many of the parks feature access to the Northern Tier Trail, tennis and volleyball courts, picnic tables, grills and more.

East Lansing Hannah Community Center (ELHCC)

**819 Abbot Road
517/333-2580**

ELHCC features a fitness center, a dance/aerobics studio, two gymnasiums, a heated indoor pool and a performing arts theater. The East Lansing Department of Parks, Recreation and Arts offers fitness passes and a variety of affordable classes at ELHCC, including yoga, ballroom dancing, photography, ceramics, Zumba etc.

Make a Splash! at the East Lansing Family Aquatic Center

**6400 Abbot Road, just north of Lake Lansing Road
517/332-4420 (in season)
517/333-2580 (off season)**

When a window fan won't cut it, students are encouraged to beat the heat at the East Lansing Family Aquatic Center. The Aquatic Center features a zero-depth entry pool, three water slides and more. There is also a one-meter diving board, concessions, a sunbathing deck and picnic areas. The daily admission price is \$6 for residents. The Aquatic Center is open the weekend after Memorial Day through Labor Day each year.

Play Ball at the East Lansing Soccer and Softball Complexes

**Located on Abbot Road, north of Lake Lansing Road
517/319-6809 (to reserve a field)**

Students can play or watch a game at the East Lansing Softball and Soccer Complexes. Both are located on Abbot Road, north of Lake Lansing Road, and are accessible from the Northern Tier Trail. The softball complex has four full size competitive softball fields, spectator seating, restrooms, concessions and professional score boards. The soccer complex boasts seven full size fields, spectator seating, restrooms, concessions and more.

Parking for Guests

Downtown East Lansing offers plenty of parking options, including parking garages, surface lots and metered spots. The City's Parking Division manages and maintains the City's municipal parking facilities in an effort to support the businesses and services in the downtown. Off-campus students and East Lansing residents and merchants can purchase monthly parking permits for Division Street's Lot 10, Grove Street's Lot 9 and Albert Avenue's Lot 3. Permits cost approximately \$75 to \$85 a month.

Validated Parking: Upon request, many downtown merchants will validate parking for time spent doing business in their establishments. Most merchants require a purchase in order to validate.

Fun Festivals and Events in Downtown East Lansing

Downtown festivals and events play a vital role in making East Lansing an attractive city with a thriving arts and cultural scene. All festivals and events are free and open to the public.

The Winter Glow features live music, roasted chestnuts, a marshmallow roast, a reindeer petting zoo and much more. This event takes place in downtown East Lansing each December. Students can visit www.cityofeastlansing.com/winterglow for more information.

The East Lansing Film Festival (ELFF) is the largest and most diverse film festival in Michigan. ELFF, held in November at the East Lansing Hannah Community Center and MSU's Wells Hall, screens independent and foreign feature, documentary, short and student films from around the world. Students can visit www.elff.com for more information.

The East Lansing Art Festival showcases the work of more than 200 jury-selected artists from across the United States and Canada each May. Exhibits include paintings, prints, ceramics, photographs, jewelry, sculptures and more. Festival goers can also enjoy live musical performances and an international food court. Students can visit www.elartfest.com for more information.

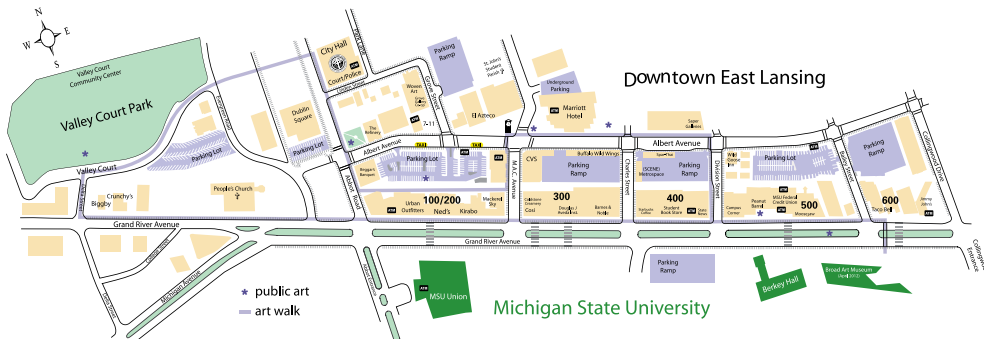
The Summer Solstice Jazz Festival features an array of outstanding professional jazz artists and bands in conjunction with the worldwide celebration of the longest day of the year. Located under a gigantic tent in the heart of downtown East Lansing, the Summer Solstice Jazz Festival is a not-to-be-missed musical celebration held each June. Students can visit www.eljazzfest.com to learn more.

The Summer Concert Series, held on the corner of M.A.C. and Albert Avenues, features lively outdoor performances on weekend evenings during East Lansing's summer season. Students can visit www.cityofeastlansing.com for more information about performers and times.

The Moonlight Film Series, held Thursday evenings in July and part of August, invites movie lovers to grab a blanket or lawn chair and head to Valley Court Park for the showing of recent movies on a large, outdoor screen. Valley Court Park is located behind Biggby and Peoples Church on Grand River Avenue. Students can visit www.cityofeastlansing.com for more information.

The Great Lakes Folk Festival is a celebration of music, culture and community hosted by the MSU Museum each August in downtown East Lansing. The festival features musicians, dancers, cooks, storytellers and craftspeople from across the nation. Students can learn more at www.greatlakesfolkfest.net.

The East Lansing Farmer's Market is held on Sundays from 10:00am to 2:00pm in Valley Court Park from July to October. The market features farm fresh produce and goods, all from Michigan. Learn more at www.cityofeastlansing.com/farmersmarket.



ACADEMICS AT MICHIGAN STATE



Top 10 Tips for Success from MSU Students

- Attend all of your classes and participate.
- Talk to your professors; go to your professors' office hours.
- Use this Planner to manage your time wisely.
- Get to know at least one person in each of your classes and get his or her contact information.
- Don't procrastinate or fall behind on class assignments. It's easier to get ahead than to catch up!
- Get involved with activities and research outside of the classroom.
- Work hard your first semester so your GPA is strong from the start.
- Study abroad and take advantage of MSU's international experiences.
- Recognize how much time you need to spend on classwork, activities, work, etc.
- Keep academics as your #1 priority.

Academic Advising Locations Beginning August 2017

Agriculture & Natural Resources
www.canr.msu.edu

Agribusiness Management
1 Agriculture Hall

Agriculture, Food and Natural Resources Education
131 Natural Resources

Agriculture & Natural Resources No-Preference
121 Agriculture Hall

Animal Science
1250 Anthony Hall

Construction Management
203 Human Ecology Building

Crop & Soil Sciences
A160 Plant & Soil Science Building

Dietetics
106 Trout Food Science Building

Entomology
444 Natural Science Building

Environmental Economics & Management
1 Agriculture Hall

Environmental Studies and Sustainability
131 Natural Resources

Fisheries & Wildlife
40 Natural Resources

Food Industry Management
1 Agriculture Hall

Food Science
106 Trout Food Science Building

Forestry
126 Natural Resources

Horticulture
159 Plant & Soil Science Building

Interior Design
203 Human Ecology Building

Landscape Architecture
101 Urban Planning & Landscape Architecture Building

Nutritional Sciences
106 Trout Food Science Building

Packaging
112 Packaging Building

Sustainable Parks, Recreation and Tourism
131 Natural Resources

Arts and Letters
www.cal.msu.edu

Apparel and Textile Design
113 Kresge Art Center

Art and Art History
113 Kresge Art Center

Arts and Letters General
200 Linton Hall

English and Film Studies
A614 Wells Hall

Experience Architecture
200 Linton Hall

German & Russian
B333 Wells Hall

Global Studies in the Arts & Humanities
B333 Wells Hall

Humanities - Pre-Law
200 Linton Hall

Interdisciplinary Humanities Program
200 Linton Hall

Linguistics, Asian & African Languages
B333 Wells Hall

Philosophy
503 South Kedzie Hall

Religious Studies
A714 Wells Hall

Romance and Classical Studies
B333 Wells Hall

Professional Writing
235 Bessey Hall

Theatre
149 Auditorium

Women's and Gender Studies
206 International Center

Broad College of Business
broad.msu.edu

Accounting
Business-Preference
Business-Admitted
Finance
Human Resource Management
Management
Marketing
Supply Chain Management
402A Eppley Center

Hospitality Business
232 Eppley Center

Communication Arts and Sciences
www.cas.msu.edu

Advertising
189 Communication Arts Building

Communication
189 Communication Arts Building

Journalism
189 Communication Arts Building

Media and Information
189 Communication Arts Building

Education
www.education.msu.edu

Athletic Training
134 Erickson Hall

Elementary Education
134 Erickson Hall

Kinesiology
134 Erickson Hall

Special Education
134 Erickson Hall

Engineering
www.egr.msu.edu

All First-Year Students, regardless of major:
W-8 Wilson Hall

For students in their second year or later:
Applied Engineering Sciences
3508 Engineering Building

Biosystems Engineering
103 B Farrall Hall

Chemical Engineering
3512 Engineering Building

Civil Engineering
3579 Engineering Building

Computer Engineering
2212 Engineering Building

Computer Science
103 B Farrall Hall (2nd Year)
3201 Engineering Building (3rd and 4th Year)

Electrical Engineering
2212 Engineering Building

Environmental Engineering
3579 Engineering Building

Academic Advising Locations Beginning August 2017

Engineering (Cont.)

Materials Science & Engineering
3512 Engineering Building

Mechanical Engineering

W-6 Wilson Hall (2nd Year)
2560 Engineering Building (3rd and 4th Year)

Honors College

www.honorscollege.msu.edu

Honors College Students

105 Eustace-Cole Hall

Academic Scholars Program

105 Eustace-Cole Hall
www.msu.edu/~asp

James Madison

www.jmc.msu.edu

369 South Case Hall
(All James Madison Students)

Lyman Briggs

www.lbc.msu.edu

35 E. Holmes Hall
(All Lyman Briggs Students)

Music

www.music.msu.edu

206 Music Practice Building
(All Music Students)

Natural Science

www.natsci.msu.edu

Actuarial Science

C212 Wells Hall

Astrophysics

1312 Biomedical Physical Science

Biochemistry

105 Biochemistry Building

Biological Science-Interdepartmental

108 Natural Science Building

Biomedical Laboratory Diagnostics

322 North Kedzie Hall

Chemistry

185 Chemistry Building

Earth Science-Interdepartmental

206 Natural Science Building

Genomics and Molecular Genetics

2225 Biomedical Physical Science

Geological Science

206 Natural Science Building

Human Biology

108 Natural Science Building

Mathematics

C212 Wells Hall

Microbiology

2225 Biomedical Physical Science

Natural Science - No-Preference

108 Natural Science Building

Neuroscience

204 Giltner Hall

Physics

1312 Biomedical Physical Science

Physical Science-Interdepartmental

108 Natural Science Building

Physiology

2201 Biomedical Physical Science

Plant Biology

105 Biochemistry Building

Preprofessional

(Pre-Human Health Center)

108 Natural Science Building

Statistics

C413 Wells Hall

Zoology

203 Natural Science

Neighborhood Student Success Collaborative (NSSC):

<http://www.nssc.msu.edu/>
Brody Neighborhood/Brody Campus/Brody Engagement Center
(Armstrong, Bailey, Bryan, Butterfield, Emmons or Rather)
160 Brody Hall

East Neighborhood/East Campus/Hubbard Engagement Center

(Akers, Holmes, or Hubbard)
C130 Hubbard Hall

North Neighborhood/North Campus/Union Engagement Center

(Campbell, Yakeley-Gilchrist, Mayo, Landon, Williams, Mason, Abbot, Snyder, or Phillips)
200 Union Building

River Trail Neighborhood/McDonel Engagement Center

(McDonel, Owen, Shaw, or Van Hoosen)
C101 McDonel Hall

South Neighborhood/South Campus/Holden Engagement Center

(Case, Holden, Wilson or Wonders)
Holden Hall

Nursing

www.nursing.msu.edu

C120 Bott Building (All Prenursing and Nursing Students)

Residential College in the Arts & Humanities

www.rcah.msu.edu

C210 Snyder Hall
(All RCAH Students)

Social Science

www.socialscience.msu.edu

201 Berkey Hall

Anthropology

304 Baker Hall

Criminal Justice

126 & 128 Baker Hall

Economics

110 Marshall-Adams Hall

Human Development & Family Studies

14 Human Ecology Building

Human Resources & Labor Relations

401 South Kedzie Hall

Geography

104 Geography Building

Global and International Studies

302 Berkey Hall

History

161 Old Horticulture

Interdisciplinary Studies in Social Science

302 Berkey Hall

Political Science

348 South Kedzie Hall

Psychology

100 Psychology Building

Social Work

152 Baker Hall

Sociology

316 Berkey Hall

Urban and Regional Planning

112B Human Ecology Building

Veterinary Medicine

cvm.msu.edu

Preveterinary Medicine

F101 Veterinary Medical Center

Veterinary Technology

F101 Veterinary Medical Center

Selecting and Changing Majors

One of the most important decisions students make is choosing a major that facilitates fulfilling their purpose. Finding the right major helps inspire learning and direction for their career after college. Taking a freshman seminar, participating in international study, participating in research, getting involved in student organizations, participating in community service can help students gain insight into their purpose and thus selecting a major and career options.

Choosing a Major

Students have many questions about majors, whether they are searching for a major or already have a major, but may not be completely satisfied with their choice. The Neighborhood Student Success Collaborative (NSSC) has designed a portfolio to help students begin to find the answers to their questions by guiding them through the process of Self-Assessment, Exploring Majors, Exploring Careers, Skill Building, and finally putting it all together in Connecting Majors and Careers. To use this tool, students should visit www.nssc.msu.edu/publications/how-to-choose-a-major.html

Marathon of Majors

Twice each year—in November and in March—the Neighborhood Student Success Collaborative (NSSC) hosts the Marathon of Majors, where academic advisors from all MSU Colleges and other academic support offices are available to answer questions. Held in the student Union Building, this event is a great opportunity for students to gather information, meet College advisors, and learn about potential majors. For location, dates and times, students should visit www.nssc.msu.edu/student-events/index.html

Major Selection and Career Services Network

About 75 percent of students change their majors at least once. The Career Services Network provides information to help students make important decisions about their majors and career options, as well as connect them to a host of resources to make the most of their educational experience at Michigan State.

From choosing majors to conducting successful internship and job searches, the professional team of the Career Services Network assists students at every level of their program. Career Services in 113 Student Services offers career assessments and individual assistance in exploring majors and careers and the first steps in getting experience. This office is open 8:00 am to 5:00 pm Monday through Friday. Career Consultants, located in academic Colleges, specialize in career options for majors in their Colleges and job search strategies to help students reach their destination after graduation. For more information, students should visit CareerNetwork.msu.edu or call 517/355-9510.

Changing Majors

Freshmen and Sophomores

Students (except James Madison College, Lyman Briggs College, and the Residential College in the Arts and Humanities) with 55 or fewer credits initiate changes of major preference in the appropriate NSSC Engagement Center Office.

Neighborhood Student Success Collaborative (NSSC) Locations

Brody Neighborhood

Brody Engagement
Center
160 Brody Hall
517/353-3863

East Neighborhood

Hubbard Engagement
Center
C130 Hubbard Hall
517/884-3501

North Neighborhood

Union Engagement
Center
200 Union Building
517/884-4050

River Trail

Neighborhood
McDonel Engagement
Center
C101 McDonel Hall
517/884-4080

South Neighborhood

Holden Engagement
Center
Holden Hall
517/884-6680

Juniors and Seniors

Students wishing to change a major in one degree College to a major in another degree College (or within the same College) must initiate the change in the Office of the Associate Dean of the College of the major into which the students wish to transfer.

Students must meet the requirements for graduation given in the catalog current at the time the change is effective. Twenty credits must be completed while enrolled in the major in the College in which the degree is to be earned.

Academic Advising

Academic Advisors

Planning an appropriate program of study is one of the most important things students have to do. Many factors need to be considered as students explore their purpose and select their classes. MSU wants all students to receive the help and guidance they need to make informed decisions.

The advising system is a crucial part of that process. Some departments and Colleges have Advisement Center staff; others assign students to individual faculty members. Students who have not yet selected a major (no-preference/exploratory majors) are advised through the Student Academic Affairs Office of the Neighborhood Student Success Collaborative. Advisors help students plan their overall academic programs, make choices in major fields, and weigh career options.

We recommend that students meet frequently with their advisor to receive guidance and information on courses, requirements, rules and policies, and referral services available to assist with academic and personal concerns. If students do not know who their advisor is or if they cannot make contact with their advisor, they can check with their major department office, talk with the Assistant Dean of their College, or visit the nearest Student Academic Affairs Office of the Neighborhood Student Success Collaborative in the Neighborhood Engagement Centers.

How to Prepare for Advising

Your academic advisor can help you as you explore and discover your passion and your purpose.

- Make an appointment.
- Check your College's website first for appointment information.
- Be on time or early. Know where to meet your advisor.
- Meet with your advisor before "the big rush" i.e., about ten weeks into the semester.
- Be prepared because you will have a limited amount of time with your advisor.
- Check out Degree Navigator degnav.msu.edu/ before your appointment to see your degree progress.
- Bring a list of electives in which you are interested. Consult Course Descriptions. www.reg.msu.edu/Courses/search.asp
- Read the graduation requirements for your major before your appointment.
 - Academic Programs
 - Your College's website
- Write down questions you have about discovering your passion and your purpose.
- Know how many credits you can handle. You must have at least 12 credits to be a full-time student.
- As far as class selection goes, stick with what your advisor suggests.
- Be open to your advisor's suggestions (i.e., classes, advice).
- Ask how to contact your advisor should you have follow-up questions.

Class Selection

Academic advisors are excellent resources when selecting classes and seeking opportunities that support students as they explore and discover their purpose. They can help students determine what classes are compatible with their skills and abilities based on their placement examinations and previous in-class achievements. Students should consider each class an opportunity to stretch their knowledge and skills.

College courses are more challenging than high school classes; students have to apply themselves in order to achieve academic success. To assist with students' learning, many professors use technology as a teaching tool. College workloads invariably require an increase in the amount of study and preparation time. Time management and study skills are key. Students need to keep up with class assignments and review daily in order to be prepared for every class. They should also develop a relationship with each of their professors and talk to them about their concerns and aspirations. Success is in part a mindset. We believe you can succeed and when faced with a challenge, seek out assistance to help work through it.

Classes at MSU

Class Size

Class size at Michigan State is somewhat different from class size in high school. Approximately 23.5% of the classes have 20 or fewer students. Only 23.5% of classes have more than 50 students.

Large lecture halls are not as overwhelming as they may seem and many faculty are now using technology as a way to enhance interactions. Professors are accessible at the beginning of class, following class and during their office hours should students have questions or need assistance. To make a large lecture class more conducive to individual participation, the class is often broken up into smaller groups called recitation groups, which meet weekly.

A number of programs, some of which are residence hall-based, offer ways of connecting with classmates and faculty. These include BROAD, CoRe, MRULE, RISE, Engineering Residential Experience, the Drew Science Enrichment Laboratory, and freshman seminars.

Note Taking Helpful Hints

- There are a variety of lecture styles. Some professors use: power point, overheads, handouts, verbal outlines, no “props” (traditional oral lecture), multi-media (i.e., slides), movies, videos, or DVDs.
 - Be prepared for class (i.e., do the readings before class).
 - Remember to listen and not get too caught up in taking the notes.
 - Print out notes before going to class, if possible.
 - Get phone numbers of classmates in case you miss a class or you don't understand something.
- As the professor is speaking,
- Write on the handout or write on a separate piece of paper
 - Abbreviate when possible
 - Leave room in margins for extra notes you might take
 - Star important things i.e., repeated information, when the professor says, “This is a good topic...” Listen for clues regarding information that might be on an exam
 - Highlight and annotate
 - Take notes on a laptop if it is faster for you. (Remember that your laptop is for taking notes. Avoid the temptation to browse online, use Facebook, or Twitter.)
 - Retype/rewrite your notes

The First Week

The workload during the first week of class depends on the professor. Some professors post an assignment in advance online.

Travel Time

When students select their courses, they should think about how they will travel to classes (i.e., walk, ride a bike, take the bus). Twenty minutes is usually enough time to travel from one class to another.

Classes at MSU

Help With Coursework

Peer-Assisted Study Sessions

The Peer-assisted Study Session (PASS) program helps students gain success skills while studying content specific to a course. PASS offers an active learning experience to help students of all skill levels be successful in the class. PASS will be offered for MTH 103, 124, and 132. Sessions will be offered at various times and locations across campus. For more information, students should call 517-355-2363.

Desire 2 Learn (D2L)

D2L is a learning management system used by many professors to supplement their courses. At the beginning of the semester, professors may announce that much, if not all, class material (readings, class notes, syllabi) is on D2L. Grading may be handled through this system, allowing students to keep track of their progress in the class. To access their account, students should go to d2l.msu.edu and log in using their MSU NetID and password.

Exams

Many professors give objective (i.e., multiple choice) and/or essay exams, or a combination of the two. The type of test a professor gives is often discussed in class before a test is administered. As students progress in their major, they often find more emphasis on papers and projects.

How to Prepare for Final Exams

- Give yourself plenty of preparation time.
 - Some students start studying up to two weeks before finals.
 - Some classes will take longer to study for than others.
- Stay healthy, eat well, make time to exercise. Doing these things will help you to focus and relax.
- If you have more than three finals in the same day or if you have exams that conflict, talk to your professor/TA about a make up time.
- Do a final review the morning of the exam so the information is “fresh” in your mind.
- Develop questions off of the study guide. Try to think like your professor.
- Attend review sessions. Bring a list of at least one question you have to the session.
- Recognize how you learn and how you study most effectively.
- Set multiple alarms the morning of the exam. If you miss an exam, you can't make it up because you overslept.
- Be respectful of others during finals.
 - Be aware that residence halls are quiet during finals.
- Arrive early to the exam. You want to have enough time to get there and get settled to take your exam.
- Your final exam may be held in a room that is different from your regular classroom. Check your syllabus or contact your professor/TA if you are uncertain where or when your final is held.
- Take time off from work to study if you think you will need it.
- Remember to bring extra pens, pencils, and your MSU ID.
- Know whether your exams are cumulative or if they are topic specific exams.

Studying

Students have to **spend a lot more time studying** in college than they spent studying in high school. If students attend classes and keep up with their assignments, their study skills improve over time. As a general rule, students should spend 3-4 hours studying for every hour they spend in class. Neighborhood Engagement Center Staff can help students develop their study skills (see page 24). The Peer-assisted Study Session (PASS) program also assists students in strengthening their study skills. For more information, students should call the (PASS) at 517/355-2363, stop by 202 Bessey Hall.

Time Management

Time management is one of the most difficult transition challenges for new students. While out-of-class activities and events can provide additional learning opportunities and are important to meeting social goals, it is important to remember that a student's priority is his/her academics.

When planning to study, students should use "free time" effectively: time between classes, mornings/afternoons without classes, those few minutes before class begins. Studying during these time periods leaves time open for other activities (social, athletic) and gives students time in the evening to work on large projects or review for exams, without sacrificing their other classwork. Effective time management allows students to keep up with their work; professors cover large amounts of material in short amounts of time. Once students fall behind, it is often difficult for them to catch up.

Places to Study

There are many quiet places to study around campus. Each residence hall Neighborhood Engagement Center has at least one study lounge where students can study without leaving their building. The library, MSU Union, and classroom buildings are also excellent options. Students should explore different areas and find one or two that really work for them.

Study Tips from Students

- If you did not have to study in high school, YOU WILL have to study in college.
- Rewrite or type your class notes.
 - Review notes while you are waiting for classes to start.
 - Make sure you understand your notes; ask for help if you don't.
- Make flashcards.
 - Take them with you wherever you go. When you have free time study them!
- Read your class notes within 24 hours of taking them...You'll remember more.
- Highlight your notes/textbook.
- Don't cram. Study/read a little each night rather than leaving everything until the night before the test.
- Get to know your professor/TA.
 - If you can't understand something, ask him/her about it.
 - Go to office hours.
- Have a roommate/friend quiz you.

More Study Tips from Students

- Take notes and/or create an outline as you study.
- Read captions, footnotes, graphs, charts, maps, pictures, etc. They may be on exams or quizzes.
- Utilize your textbook's study questions.
- Draw pictures, charts, diagrams and highlight with various colors.
- Refer to your syllabus.
 - What will be covered on the test?
- If your professor sends emails regarding your assignments, these may contain hints for test material.
- Use your class ListServe/D2L if you need to get information you missed or communicate with your classmates.
- Use Help Rooms (see page 26 for a list).
- Consult your syllabus; complete your reading assignments before class.

Study Groups

Study groups can be formed in a variety of ways. Some professors help by providing a list of people who are interested in forming study groups. Residence halls are another place to form study groups. Students should ask their Resident Assistants for help in identifying other students who are interested in forming a study group and check the bulletin boards and use social media to get information about news for such groups.

Professors and Course Instructors

It is important that students work closely with faculty who can help students meet their academic goals. Professors and instructors enjoy meeting and interacting with their students. Many encourage their students to meet with them outside of class. All teaching faculty have scheduled office hours when students can meet with them and have their questions and concerns addressed.

Professor's/Instructor's Expectations

If students apply themselves to the best of their abilities, they often meet the expectations of their professors and course instructor. Each professor/instructor has his/her own expectations, which should be detailed in the course syllabus. If the expectations are unclear, students should ask the professor for clarification. Most importantly, however, they should attend every class and complete all of the assigned readings and assignments on time. Setting and meeting their own expectations also help students meet the expectations of their professors.

Teaching Methods

As with anything new, it takes some time for students to become adjusted to college classes and to their professors'/instructors' methods of teaching. Like high school teachers, professors/instructors have different teaching styles. It is important that students not only recognize these differences, but also understand them as well. Many professors/instructors encourage students to ask questions and become involved in class discussions. If students have questions, they should not be shy. Many students in the class often have the same question. Students can also email their professors/instructors if they have questions.

International Professors/Teaching Assistants/Instructors

Internationally recognized, Michigan State University attracts faculty, staff, and students from all parts of the world. This diversity provides a dynamic learning and research environment that dramatically benefits the campus and surrounding communities. The multicultural learning environment of MSU is essential to promoting global understanding. Students are strongly encouraged to take advantage of this diversity and to challenge themselves to deepen their understanding of other cultures and other languages in this inclusive community of scholars.

Test Taking Hints

General Suggestions

- Use practice questions (if available) to help you prepare in advance.
- Get plenty of sleep the night before.
- Eat before the exam.
- Arrive early.
- Be prepared... Know what you need to bring. Some exams require blue books (they are free from ASMSU in the Student Services Building), pencil, pen, etc.
- Read the directions before you start.
- Read the entire question carefully.
- Budget your time.

Essay/Short Answer

- Respond to the question asked.
- Note how many points each question is worth. Spend more time on questions worth more points.
- Answer the entire question.
- Make an outline.
- Always restate the question.
- Make sure your essay has an introduction and conclusion and is well organized.
- Be aware of spelling and punctuation.
- If you don't know the answer, write down what you do know. (It might jog your memory or you might get partial credit.)

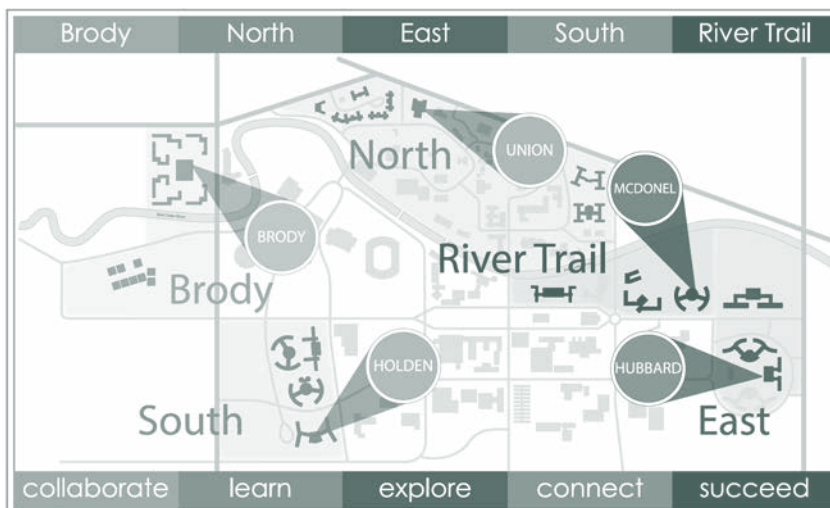
Multiple Choice

- Be careful when filling out the scantron.
- Read all the answers before answering the question or try to answer the question without looking at the answers.
- If you don't know an answer, skip it and answer it after you complete the test.
 - Make sure you skip a line on the scantron.
- Don't over-analyze the questions.
- When in doubt, make an educated guess.
- Note that clues might be hidden in other questions.
- Pay attention to qualifiers (i.e., all of the above, a and b, none of the above, etc.).

Neighborhood Engagement Centers

Neighborhood Engagement Centers

The mission of the Neighborhood Student Success Collaborative (NSSC) is to help undergraduate students achieve their academic goals at Michigan State University. Our motto is "Achieving success through academic progress." We believe it is important to empower each student with the knowledge, resources and skills that will lead to academic success and a lifelong desire to learn inside and outside the classroom. Students are encouraged to explore and investigate areas of interest as well as engage in self-discovery to determine the most suitable academic major. Our efforts are intended to promote self-sufficiency, self-responsibility and self-development which will enable students to achieve academic, career and life goals long after their days on the MSU campus have passed.



BRODY (Emmons, Bailey, Armstrong, Bryan, Butterfield, Rather, University Apartments, 1855 Place)

EAST (Akers, Hubbard, Holmes)

NORTH (Williams, Yakeley, Gilchrist, Campbell, Landon, Mayo, Mason-Abbot, Snyder-Phillips)

RIVER TRAIL (McDonel, Shaw, Owen, Van Hoosen)

SOUTH (Holden, Case, Wilson, Wonders)

www.neighborhoods.msu.edu

Neighborhood Engagement Centers

Neighborhood Engagement Centers

With MSU Neighborhoods, students have an opportunity to realize their full potential through a wide range of programs, activities, and support services. At the heart of Neighborhoods are Engagement Centers. These state-of-the-art centers are newly built to include collaborative study, advising, tutoring and support spaces. MSU students use Engagement Centers to enhance their college experience and prepare for the future, connect with campus resources, achieve academic success, live healthy lifestyles, explore new cultures and join the MSU Community! Neighborhood Engagement Centers are staffed and supported by a Neighborhood Director, Academic Advisors and other professionals who care deeply about Spartan students.



Visit one of the five Engagement Centers:

Brody Engagement Center
160 Brody Hall

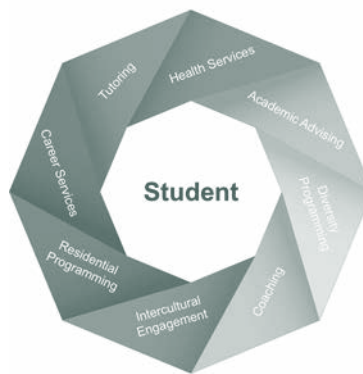
East Engagement Center
C130 Hubbard Hall

North Engagement Center
200 MSU Union

River Trail Engagement Center
C101 McDonel Hall

South Engagement Center
Holden Hall

With so many Spartan students from all over the world, each Neighborhood is shaped by the people who live there and by the needs that they present. We look forward to what each new Spartan will bring to their Neighborhood!



Services provided through the Engagement Centers include:

- Neighborhood Academic Advisors
- Writing Center
- Math Learning Center (MLC)
- Health Clinic
- Chemistry 141 Tutoring
- Social Science Help Rooms
- MRULE Intercultural dialogue and social action groups
- MSU Libraries
- Exercise Classes
- IT Services
- Other guest services (Career Services, Financial Aid, Study Abroad, College Advisors, etc.)

For MSU Engagement Center hours, contact information, calendars of events and more information visit:

www.neighborhoods.msu.edu

Academic Help and Support Services

The Neighborhood Engagement Centers offer tutoring in a variety of topics. Engagement Center locations can be found at <http://neighborhoods.msu.edu/>.

The Writing Center

The Writing Center provides writing support for MSU students at all levels of proficiency and at any stage in the composing process. Conferences last for up to one hour and are conducted by experienced writing consultants. For further information, students should call 517/432-3610 or visit the main Writing Center location in 300 Bessey Hall or one of our satellite locations, including those in the Neighborhood Engagement Centers. To make an appointment, students should visit writing.msu.edu.

The Grammar and Usage Hotline

The Grammar and Usage Hotline is a service provided by the Writing Center. Students who do not wish to discuss their papers holistically, but who do want to ask isolated questions about grammar and usage, may call or write the Writing Center's Grammar and Usage Hotline. This hotline addresses questions regarding punctuation, grammar, diction, usage, spelling, abbreviations, and other common areas of concern. To ask the hotline staff a grammar question, students can call 517/432-3610.

Math Learning Center

Math Learning Centers (MLCs) provide free, friendly, high-quality assistance to students enrolled in MTH 1825, 100-level and 200-level math courses. In addition to tutoring, the MLCs offer problem sessions and exam review sessions. The main Math Learning Center is located in the first floor of the C-Wing of Wells Hall and is open approximately 40 hours/week. There are five "Neighborhood MLCs" located in the residence halls around campus; each is opened 10 hours weekly, Mon.- Thurs. evenings. Most MLC tutors are currently teaching for the Department of Mathematics. All tutors are trained by the Department of Mathematics. For hours of operation and more information, please visit: <https://www.math.msu.edu/mlc>.

Chemistry Help Room

The Chemistry Help Room offers free assistance to those students enrolled in undergraduate chemistry courses. This service is provided on a walk-in basis by chemistry teaching assistants and is located in 83 Chemistry Building. For more information on the Chemistry Help Room, students can call 517/355-9715. Additional classroom help is provided through the Office of Supportive Services in 209 Bessey Hall (517/353-5210; oss@msu.edu).

Degree Navigator

Degree Navigator is a flexible, web-based advising and degree audit tool. It assists students and their advisers in managing their progress toward their degrees. Degree Navigator allows students to see how courses apply to their degree program, view notes from their advisers, and search for courses, departments, and degree programs by keyword. Degree Navigator also makes it possible to view a list of completed and currently enrolled courses. Degree Navigator can be accessed through STUINFO (stuinfo.msu.edu) or directly at <https://degnav.msu.edu>.

Office of Supportive Services

The Office of Supportive Services (OSS) is a retention initiative designed to address the needs of first generation and low income students and students who may meet other criteria. Through the collaborative efforts of MSU faculty and staff, the Office of Supportive Services personnel implement a comprehensive university-wide service. Students have access to program services from the time they enter the University, through graduation and placement into graduate school. The primary goal of OSS is to facilitate academic success and enhance graduation rates among program participants. OSS is located in 209 Bessey Hall, 517/353-5210; email: oss@msu.edu.

Academic Support Services

Neighborhood Student Success Collaborative (NSSC) Office

Neighborhood Student Success Collaborative Office (NSSC) advisers serve a number of advising roles including a willingness to listen to students' concerns, a knowledge of academic policies and procedures, familiarity with all majors and a supportive resource for students at freshman and sophomore standing. Although NSSC advisers provide advising for students who have not declared a major, they also assist major preference students in their advising needs. Freshman and sophomore students who need to process late drops, withdrawals and other academic actions should seek assistance from a NSSC adviser. NSSC has five Offices:

- **Brody Engagement Center:** 160 Brody Hall
517/353-3863
- **East Engagement Center:** C130 Hubbard
517/884-3501
- **North Engagement Center:** 200 Union Building
517/884-4050
- **River Trail Engagement Center:** C101 McDonel
517/884-4080
- **South Engagement Center:** Holden Hall
517/884-6680

Students (whether they live on or off campus) can go to any NSSC Office that is convenient for them. Email questions should be directed to nssc@msu.edu or visit www.nssc.msu.edu. See pages 24-25 for additional information.

Office of the University Ombudsperson

The University Ombudsperson is a senior faculty member appointed to assist students at all levels in resolving problems and complaints involving faculty, administrators, and staff. Operating in a confidential, neutral, and independent manner, the Ombudsperson assesses the validity of each complaint, advises on possible options and, where indicated, actively investigates the problem. The Ombudsperson also assists students in requesting formal grievance hearings. The Office of the University Ombudsperson is located in 129 N. Kedzie Hall. Students should call 517/353-8830, email ombud@msu.edu or visit www.msu.edu/unit/ombud. The office is open from 8:00 am to noon and from 1:00 pm to 5:00 pm Monday through Friday throughout the year.

English Language Center (ELC)

The English Language Center provides English language support through classes and a writing lab for non-native speakers of English who have been admitted to MSU, who are applying for admission, or who come only for English language improvement. The ELC is located in B230 Wells Hall, 517/353-0800, or visit www.elc.msu.edu.

Resource Center for Persons with Disabilities (RCPD)

MSU values and promotes inclusion of people with disabilities in all aspects of campus life. The Resource Center for Persons with Disabilities (RCPD) upholds a mission to lead MSU in maximizing ability and opportunity for full participation by persons with disabilities. Available to faculty, staff and students, the RCPD is ready with programs, services and vital expertise on a range of disability-related matters.

Federal and state laws provide protection against discrimination on the basis of disability. The Americans with Disabilities Act defines disability as "a physical or mental impairment that substantially limits one or more major life activities, a record of such impairment, or being regarded as having such an impairment."

Students experiencing a disability that substantially limits a major life activity and may require disability-related accommodation in order to fully participate in MSU programs should register with the RCPD. Please note this information is kept strictly confidential. Self-identification is voluntary. However, not registering with the RCPD may delay or compromise the availability of accommodations. The following steps should be taken to expedite the accommodation process.

1. Formally identify as a student with a physical, sensory, cognitive or psychological disability via secure/confidential online registration at myprofile.rcpd.msu.edu.

2. Upon receipt of a student request to register, an RCPD Disability Specialist contacts the student to schedule a confidential needs assessment. The specialist also requires submission of recent medical or diagnostic documentation of the disability prior to registration with the office.

As each disability is unique, an RCPD specialist provides details on what constitutes appropriate documentation for a particular disability. At a minimum, documentation of a disability must appear on official letterhead from a licensed medical, diagnostic or psychological professional and include a diagnosis, scope or degree of involvement, and summary of related functional limitations. Details relative to specific disability issues are available at www.rcpd.msu.edu. As many reasonable accommodations require significant pre-planning, registration with the RCPD prior to situations requiring accommodations is essential.

The Spartan Code of Honor and Academic Integrity

The Spartan Code of Honor

The Spartan Code of Honor is an initiative led by the Associated Students of Michigan State University (ASMSU). The Spartan Code of Honor affirms the principle that all individuals associated with the academic community have a responsibility for establishing, maintaining, and fostering an understanding and appreciation for academic integrity. Academic integrity is the foundation for university success. All undergraduate students are expected to uphold the academic pledge (pg. 10) throughout their enrollment at MSU.

Academic Integrity and Academic Misconduct

At MSU, academic misconduct is described as:

- using work or answers that are not one's own;
- providing academic work or answers to another person;
- accepting or providing assistance with completing assignments or examinations;
- failing to cite others ideas, theories, or written work when used in an assignment;
- interfering through any means with another's academic work;
- faking research data or results.

For example, it would be a violation of academic integrity for students to:

- turn in an exam, paper, or project that is not wholly their own work;
- get questions and/or answers from students who have taken the same exam or quiz;
- copy answers from another student's exam or test;
- work with other students to create a common set of answers to assignments without the instructor's permission;
- have another person take a test or complete assignments;
- submit the same paper for two or more classes;
- download answers to problems or projects and submit them as one's own;
- collaborate with other students on projects or assignments without the instructor's permission.

Plagiarism is a particular form of cheating that involves representing someone else's work as one's own. Reports of plagiarism have increased as students turn to the Internet as a major source of data. "Cutting and pasting" is a dangerous practice; it is easy to assume credit for someone else's work. Plagiarism may include:

- copying sentences or phrases from the work of another without a citation;
- changing a few words in a sentence that is written by another and then claiming it as one's own original work;
- using someone else's original idea without citation;
- failing to reference the source of data or facts;
- submitting a borrowed, purchased, or downloaded paper.

Properly attributing the ideas, words, processes, and results of others (that is, including a citation), is required if using another scholar's work and effort.

Consequences of academic dishonesty can be severe. If an instructor believes a student has committed an act of academic misconduct, s/he may issue a failing/penalty grade on the assignment or in the course. When an instructor gives an undergraduate or graduate student a penalty grade for academic misconduct, the instructor must provide a written description of the details of the academic misconduct to the student and to the student's academic dean. The student's academic dean will add the written description to the student's academic record, where it will remain, unless the student successfully grieves the allegation. Depending on the seriousness and extent of the violation, the Dean may call for additional sanctions. Additional sanctions include such things as issuing a warning, placing the student on warning probation, instituting disciplinary probation, or suspending the student from the university. Ignorance of university rules regarding academic misconduct cannot be used to exonerate the student from sanctions.

To clarify policies and procedures concerning academic integrity and academic misconduct at Michigan State University, students should visit the Office of the Ombudsperson at MSU (129 N. Kedzie Hall) or the Ombudsperson's website: www.msu.edu/unit/ombud/. All questions are welcome and inquiries may be made online through a secure server.

For information on how to properly reference and cite sources, students should access the following library website: www.lib.msu.edu/research/.

University Graduation Requirements

The University Integrative Studies Requirements

To satisfy the University requirement in Integrative Studies, students must:

1. Complete 8 credits in Integrative Studies in Arts and Humanities (IAH):
 - a. One IAH course numbered below 211 (4 credits) — Prerequisite: Tier 1 Writing Course.
 - b. One IAH course numbered 211 or higher (4 credits) — Prerequisite: IAH 201 or equivalent.
2. Complete 8 credits in Integrative Studies in Social, Behavioral and Economic Sciences (ISS):
 - a. One 200-level ISS course (4 credits)
 - b. One 300-level ISS course (4 credits) — Prerequisite: one 200-level ISS course.
3. Complete 8 credits in Integrative Studies in General Science:
 - a. One Integrative Studies in Biological Science (ISB) course (3 credits)
 - b. One Integrative Studies in Physical Science (ISP) course (3 credits)
 - c. One lab course taken along with either the ISB or ISP course (2 credits)

Honors College members must replace the University Requirements in Integrative Studies with approved substitution courses. Please see an Honors College advisor or go to honorscollege.msu.edu for information.

Completion of the University Mathematics or Quantitative Literacy requirement or concurrent enrollment in a prescribed level of mathematics is the prerequisite for the courses in biological and physical sciences. Consult with your advisor.

Some colleges, departments/schools (majors) require students in their programs to complete an approved alternative track in General Science. These alternatives are stated in the college and department/school requirements.

Students who receive credit for science courses through the Advanced Placement Program may use these courses to satisfy the alternative track. Students who change majors from a program with an approved alternative to a program without an alternative are given credit for the completed portion of the alternative.

1. Advanced Placement exam results may entitle a student to receive credit for the University-level requirements or the alternate track courses. Students should check with their adviser if they have taken AP tests in any of these areas. Most areas require scores of 4-5 to be awarded credit.
2. Complete at least 2 Integrative Studies courses that emphasize diversity. These are found in ISS and IAH courses.
 - a. One course designated “I” and one designated “N”
~ or ~
 - b. One course designated “I” or “N” and one designated “D”

“I” emphasizes international and multicultural diversity “N” emphasizes national diversity “D” emphasizes both of the above

The University Writing Requirement

To complete the University Writing requirement, students must:

1. Complete the 4-credit Tier 1 Writing Course from the Department of Writing, Rhetoric and American Cultures (WRAC) or the alternative courses approved for students in the Honors College, James Madison College, the Residential College in the Arts and Humanities and Lyman Briggs College, or AL (Arts and Letters) 110.
 - a. Students who place in the Preparatory Level Writing Course (WRA 1004 & 0102) must complete those courses and the Tier 1 writing course.
2. Complete the Tier II Writing Requirement approved for the student’s academic program. This may be an upper-level “W” (writing-intensive) course or a cluster of upper-level courses that incorporate writing. Students should consult College and department/school (major) requirements to determine the Tier II requirement.

The University Mathematics Requirement

1. Complete two of the following: MTH 101, 102 or 103
2. MTH 103 + MTH 112, 114, 124, 132, 152H, 201, STT 200 or 201
-Students who place into MTH 112-201 or STT 200-201 via the Math Placement Exam need only complete that course.
3. Complete one of the following: MTH 110 or 116
4. Waiver through a proctored Mathematics Placement Exam yielding a score resulting in placement in Mathematics 132 (calculus).

Students who transfer one of the following: Mathematics 112, 114, or 201; or Statistics and Probability 200 or 201 alone, with no other mathematics course above the level of MTH 1825, must take the Mathematics Placement Exam. Based on the score achieved, additional course work may be required to fulfill the university Mathematics requirement. For students who are enrolled in Lyman Briggs College, the completion of Lyman Briggs 118 satisfies the university Mathematics requirement.

Grades and Graduation

General Graduation Criteria

All undergraduate programs of study require a minimum of 120 semester credits with a 2.0 grade point average for graduation. Additional requirements are set by the College and/or department.

Graduating in Four Years

Whether or not students graduate in four years depends on their major, how many times they change their major(s), how many credits they take, how many college credits they bring in (AP, etc.) and the grades they earn in their course requirements. If students do not radically change their major(s), achieve an adequate grade point in all of their classes and take a course load each year equivalent to 25% of the total credits necessary for their degree (usually 120 credits) they should graduate in 4 years.

A Typical Semester Credit Load

Undergraduate programs of study require a minimum of 120 credits and are designed so a student starting the program as a freshman may finish in 8 semesters (4 years). Students usually carry between 12 and 18 credits a semester, depending on personal circumstances and the chosen program of study. Students must carry at least 12 credits to be considered a full-time student, to participate in intercollegiate athletics, to qualify for the Dean's Honor List, to be eligible for financial aid, and to be certified to loan agents and other external entities.

Computing Grade Point Averages (GPA)

The semester GPA is computed by dividing the total grade points (grade multiplied by number of credits for each course) for the semester by the total credits for the semester. Therefore, credits attached to the course, along with the grade earned, affect the average. The cumulative GPA is computed by dividing the total grade points for all semesters by the total credits for all semesters. An example is printed below.

Course	Grade		Credits	=	Points
Writing (WRA)	3.0	x	3	=	9.0
Mathematics	2.5	x	5	=	12.5
Psychology	1.0	x	3	=	3.0
Sociology	4.0	x	3	=	12.0
			14		36.5

Semester GPA: $36.5/14 = 2.60$

All courses do not carry the same "weight." Credit hours determine the weight of a course. In the example, mathematics is 5 credits. It carries more weight than the other 3 credit courses listed. Similarly, the grade earned also affects the average: a 3-credit course with 1.0 grade = 3 grade points; a 3-credit course at a 4.0 = 12 grade points.

Getting Good Grades

The grades students receive depend on how much effort they put into their classes. Upper classmen suggest that new students: attend every class, study 3-4 hours for every hour in class, complete assignments and readings, take good notes and learn how to manage their time, visit with their professors during office hours. Students who follow this advice will likely get good grades. What students put into a class is more than likely what they're going to get out of it.

Grading Flexibility

Each professor grades differently. Some use a straight grading scale while others may curve the grades. Professors are required to detail their grading system in the course syllabus.

Attendance Policy

While there is no official university attendance policy, it is important for students to attend class. Most professors assume that students, as competent adults, will regularly attend class. Some professors do take attendance on a regular basis. Many build in-class participation into their grading systems. Regardless of the instructor's attendance policy, students do better in their classes if they attend each class. If students do not attend classes, they are not able to keep up with the course content and could do poorly on quizzes, exams, and homework assignments. There is a positive correlation between class attendance and grades. Note that Olin Health Center does not provide documentation for typical illnesses that can be used as an "absence excuse."

Additional Options for Course Credit

Summer Study

Michigan State University has one of the largest Summer Study programs in the country. The courses are listed on the MSU Schedule of Courses in early December for the coming summer. MSU advisers are available to assist students in planning their summer schedules. When planning their academic responsibilities, students should consider making summers work for them. MSU offers courses on-campus, off-campus, online, or abroad. These options allow students to meet the following challenges:

- **Stay on track** - Students who want to graduate in four years, but think it cannot be done, should take a class or two during the summer to avoid that fifth year.
- **Lighten the semester load** - Students can take fewer credits during the year to reduce the stress of an overloaded schedule and spread their requirements out over the whole year. Students can work and devote more time to their studies.
- **Concentrate on one tough class** - If students are worried about a class, they can enroll for it during the summer and concentrate all their efforts on that subject.
- **Enrich their degree program** - Students who do not have time for an extra humanities class or study abroad can consider adding them to their program during the summer.
- **Repeat a subject** - Summer Session offers a variety of options to repeat a course for your degree program or to refresh on a specific subject.

Students can visit reg.msu.edu/summer for course and enrollment information. For questions, students should call MSU Summer Study in the Office of the Registrar at 517/355-3300.

Study Abroad

At Michigan State University, close to 3,000 students study abroad each year. Spartans can be found in classrooms, research labs, field stations, and internship sites throughout the world. They understand that combining their academic and professional desires with the opportunity to engage in cultures different from their own provides unparalleled learning experiences that add a highly valuable component to their MSU degree. The Office for Education Abroad is committed to helping embrace MSU as a “world-grant” university by offering study abroad programs that focus on quality, diversity and accessibility. We are ready to help prepare Spartans to work on the world’s most important problems by offering students the opportunity to engage and learn within local communities abroad through service-learning, community engagement and opportunities for research. Studying abroad helps to stimulate students’ imaginations and challenge them to deal with complexity, diversity and change that they will face throughout the rest of their MSU career and beyond graduation.

MSU offers...

- more than 275 academic programs where courses are available in every undergraduate college as well as additional opportunities in Human and Osteopathic Medicine, Law and Veterinary Medicine and credit earned during programs (including Integrative Studies requirements, electives or classes in a specific major) count toward graduation;
- locations all over the globe in more than 60 countries on all 7 continents including non-traditional locations throughout Africa, Asia, the Americas and the Middle East;
- funding assistance from scholarship endowments and individual donations, to federal and state financial aid that can help cover costs; and
- cooperation with the Resource Center for Persons with Disabilities to help open opportunities abroad to students facing physical, emotional or mental challenges.

To begin your search for programs, visit us online at studyabroad.msu.edu, attend the Study Abroad Fair at the Breslin Center in September, go to an information meeting or come talk with a Peer Adviser in the Study Abroad Advising Center in the International Center.

MSU Federal Credit Union Study Abroad Scholarship

MSU Federal Credit Union provides funding for study abroad scholarships at Michigan State University. The MSUFCU Study Abroad Scholarships are among the largest awards available from the Office of Education Abroad and awards are based on both financial need and academic merit. Scholarship funds are provided by MSUFCU and are reviewed and selected by Michigan State University.

Visit <http://studyabroad.msu.edu> to start your scholarship application today.

Undergraduate Learning Goals

ANALYTICAL THINKING – The MSU graduate uses knowledge from mathematics, natural sciences, social sciences, humanities, and arts to access information and critically analyzes complex material in order to evaluate evidence, construct reasoned arguments, and communicate inferences and conclusions.

Goal Dimensions	Levels of Performance			
	Emerging	Developing	Proficient	Exemplary
Acquires, analyzes, and evaluates information from multiple sources.	Seeks information from basic types of sources with minimal regard for relevance or quality.	Retrieves information from a limited range of sources and identifies biases, strengths, and weaknesses within those sources.	Designs and implements effective strategies to find relevant sources based on purpose. Critiques biases, strengths, and weaknesses of information sources.	Uses analysis to defend information choices and reach original conclusions.
Synthesizes and applies information within and across disciplines.	Recognizes multiple perspectives among sources of information.	Identifies how information can be conceptualized differently within various disciplines.	Examines and integrates relevant information sources from multiple disciplinary perspectives.	Creates a defensible, compelling work using multiple disciplinary perspectives.
Identifies and applies, as appropriate, quantitative methods for defining and responding to problems.	Recognizes the need for and performs basic quantitative methods.	Identifies a range of quantitative methods and employs them to make judgments.	Selects quantitative methods for making sound judgments and drawing plausible conclusions based on the situation.	Critiques biases, strengths, and weaknesses of quantitative approaches to reflect on conclusions and propose responses to a situation.
Identifies the credibility, use and misuse of scientific, humanistic and artistic methods.	Recognizes a range of inquiry methods and acknowledges that they can be misused.	Describes the effective use of methods and identifies their misuse in a given contexts.	Judges if methods are credible and ethical in given contexts.	Selects inquiry methods ethically and with an understanding of the consequences of their misuse.

CULTURAL UNDERSTANDING – the MSU graduate comprehends global and cultural diversity within historical, artistic, and societal contexts.

Goal Dimensions	Levels of Performance			
	Emerging	Developing	Proficient	Exemplary
Reflects on experiences with diversity to demonstrate knowledge and sensitivity	Shows openness to different experiences and recognition of one's cultural background.	Demonstrates respect for different experiences, attitudes, and values and exhibits an awareness of one's cultural norms and assumptions.	Engages in purposeful interactions with others, understands commonalities and differences, and evaluates how both aspects contribute to a deeper understanding of self and others.	Creates environments that facilitate productive and respectful relationships in intercultural contexts with the knowledge and ability to span boundaries.
Demonstrates awareness of how diversity emerges within and across cultures	Recognizes multiple definitions and expressions of culture and diversity.	Understands culture and diversity as dynamic and contextual.	Investigates and analyzes how culture and diversity evolve and are expressed in multiple contexts.	Effectively negotiates intercultural contexts by applying knowledge of diversity as an evolving, nuanced, and complex concept.

To find out more about MSU's Undergraduate Learning Goals visit:

<http://learninggoals.undergrad.msu.edu/>

Undergraduate Learning Goals

EFFECTIVE CITIZENSHIP – The MSU graduate participates as a member of local, national, and global communities and has the capacity to lead in an increasingly interdependent world.

Goal Dimensions	Levels of Performance			
	Emerging	Developing	Proficient	Exemplary
Understands the structures of local, national, and global governance systems and acts effectively within those structures in both individual and collaborative ways.	Demonstrate an awareness of institutional structures and the need for individual and collaborative approaches to address societal issues.	Identifies strengths and challenges within institutional structures to address societal issues in individual and collaborative ways.	Engage in and reflect on individual and collaborative participation within institutional structures to address societal issues.	Exercises leadership within institutional structures to address societal issues.
Applies knowledge and abilities to solve societal problems in ethical ways.	Demonstrate awareness of societal issues and their ethical dimensions.	Identifies knowledge and ethical reasoning to address societal issues.	Evaluate and synthesize knowledge and apply ethical reasoning to address societal issues.	Exercises leadership and ethical reasoning to address societal issues.

EFFECTIVE COMMUNICATION – The MSU graduate uses a variety of media to communicate effectively with diverse audiences.

Goal Dimensions	Levels of Performance			
	Emerging	Developing	Proficient	Exemplary
Identifies how contexts affect communication strategies and practices.	Recognizes that communication depends on context and understands relationships between communication and contexts.	Describes key components of communication contexts. Identifies communication as an interactive, purposeful, and consequential process.	Analyzes communication context, message, purpose, and motivation to select effective strategies and media.	Assesses how communication emerges in diverse contexts and can anticipate alternative scenarios or outcomes.
Engages in effective communication practices in a variety of situations and with a variety of media.	Demonstrates an awareness of how communication practices and media relate to context.	Connects strategies and media to engage in purposeful interaction with some consideration of role and context.	Employs effective communication strategies and media in various roles and contexts.	Designs and implements strategies and media that adapt to dynamic contexts; reassesses strategies and outcomes in relation to emerging ethical dimensions.

INTEGRATED REASONING – The MSU graduate integrates discipline-based knowledge to make informed decisions that reflect humane, social, ethical, and aesthetic values.

Goal Dimensions	Levels of Performance			
	Emerging	Developing	Proficient	Exemplary
Critically applies liberal arts knowledge in disciplinary contexts and disciplinary knowledge in liberal arts contexts.	Recognizes that there are disciplines that vary in their goals, methods, standards, and practices; and that both breadth and depth of study is essential to a university education.	Identifies and connects relevant knowledge that spans the boundaries between and within disciplines.	Effectively selects, integrates, and applies knowledge that spans the boundaries between and within disciplines and considers relationships among multiple ways of knowing.	Integrates knowledge from across the university experience to formulate innovative strategies for identifying, reframing, or solving problems.
Uses a variety of inquiry strategies incorporating multiple views to make value judgments, solve problems, answer questions, and generate new understanding.	Recognizes that there are diverse ways of knowing and acquiring new knowledge.	Identifies distinct and valid inquiry strategies associated with specific fields of study. Experiments with applying these strategies within and/or across disciplines.	Applies multiple inquiry strategies to make judgments, solve problems, and answer questions, understanding that these strategies and their application are inherently value laden.	Generates new understanding and evaluates outcomes using inquiry strategies that reflect an integrated perspective.

The “T-Shaped” Student

MSU strives to cultivate “T-Shaped” graduates. Individuals with: a) a deep knowledge in at least one area of study; b) an understanding of the complexity and importance of working across various interrelated areas/systems to collectively solve large, challenging problems; and c) professional abilities (e.g., problem solving, empathy, critical thinking, cultural understanding, effective communication, etc.) that transcend disciplines and that are critical to spanning the boundaries between disciplines and systems. For any student, what brings all of this together are the experiences that allow them to discover their purpose, gain confidence in their abilities, and become aware of and understand the perspective of others.

- thinking critically and analytically
- tapping into problem-solving abilities
- expressing cultural competence and creative capacities
- collaborating and communicating
- questioning and considering multiple perspectives to make informed decisions



- understanding ways of researching, thinking, working, and communicating within a particular discipline
- knowing the tools needed to successfully engage in a specific field or profession
- recognizing how the parts of a system work together to create the whole

Mindset

First year students often wonder what they can do to make the most of their college experience and ultimately discover their passion and purpose. Many current students who were asked to share advice with first year students said, "Don't be afraid to step outside your comfort zone and fail forward." While this advice is very good, it is not always easy follow. We have learned that successful students who "fail forward" often have a growth mindset – they recognize that making mistakes and moving forward is an important part of the learning process.

10 Growth Mindset Statements



What can I say to myself?

INSTEAD OF:

TRY THINKING:



I'm not good at this.

① What am I missing?

I'm awesome at this.

② I'm on the right track.

I give up.

③ I'll use some of the strategies we've learned.

This is too hard.

④ This may take some time and effort.

I can't make this any better.

⑤ I can always improve so I'll keep trying.

I just can't do Math.

⑥ I'm going to train my brain in Math.

I made a mistake.

⑦ Mistakes help me to learn better.

She's so smart. I will never be that smart.

⑧ I'm going to figure out how she does it.

It's good enough.

⑨ Is it really my best work?

Plan "A" didn't work.

⑩ Good thing the alphabet has 25 more letters!

(Original source unknown)

@sylviaaduckworth

Explore and Discover Your Purpose

Questions you might ask your academic advisor:

- I hear a lot about extracurricular or out-of-classroom experiences—things like volunteering/ community service, study abroad, internships, participation in clubs, etc. Why are these so important?
- My plan has been to focus just on courses I need to fulfill my graduation requirements. I want to get my degree as quickly as possible, but people keep talking about electives and trying new things. Why is this so important?
- If I take electives or choose a minor, will this prolong my time to graduation? Are there other considerations I should have in making the decision?
- I have been told that it is important for me to work closely with my advisor, beyond making sure I take the right courses. What other types of things are important for us to discuss?
- What web sites or resources are available as I consider various majors?
- Who can I talk to or how do I find out more about getting involved in an undergraduate research experience?
- I hear that some courses are very difficult. If I am struggling in a course and don't do as well as I would like or fail, how can I use this experience to become a better student?
- I get excited about (or have always had a passion for doing) _____. Are there programs or courses that would allow me to pursue or engage this interest?
- People are talking about understanding your purpose or passion as an important part of defining my undergraduate experience. What does this mean? How do I go about doing this? How does this relate to choosing a major?
- My goals in coming to MSU were primarily related to getting a degree. Should there be more to my goal(s) than that? Does MSU have goals for my learning?
- If I major in _____ what are my career options?

Questions you might ask your professors:

- How did you decide on your major? What influenced your initial decision or attracted you to the major in the first place?
- When did you decide on your major? Was it your first choice or did you change it from another major?
- Is what you are doing now what you set out to do when you entered college? If not, what changed?
- Was your undergraduate career focused just on courses required for the major or did you try and broaden the experience?
- What particular courses or experiences in your undergraduate program did you find especially enjoyable, exciting, or stimulating?
- Knowing what you know now, would you have done anything differently during your undergraduate experience?
- Are there particular course(s) or experiences that you would recommend to help me decide on a major?
- Since you have graduated, how have college expectations changed?

Explore and Discover Your Purpose

Questions you might ask yourself as you explore your major:

- What are my strengths, abilities, or talents? (What am I good at doing?)
- What are my interests? (What do I like to do?)
- What are my values or priorities? (What do I believe is worth doing?)
- Based on my experiences and my academic record in high school and college (thus far), what major would be most compatible with my talents, and interests?
- Will a major in _____ allow me the opportunity to develop the professional abilities that are the foundation of any career I may eventually be interested in?
- When I've reached a firm decision about my major, why did I make this choice? (What or who influenced my decision?)
- Am I aware of the various majors I might explore as I consider a _____ career?



Textbooks

Textbooks

Purchasing Textbooks from a Bookstore

When purchasing textbooks at a bookstore, bring a copy of your class schedule. It includes both the course number (WRA 101) and section number (001) of each class, which is helpful when looking for books. At the bookstore, books are organized alphabetically by department (ISS, MTH, etc.) and numerically within each department. You can also purchase textbooks using a bookstore's website. On the website, select the term, department, course, and section number to view the books for a particular class.

When purchasing textbooks from non-college bookstores or websites, you can search books by the international standard book number (ISBN). Be sure to purchase the correct edition of the book. Information about textbooks such as title and ISBN can be found by clicking on the section number of a course on Schedule of Courses (schedule.msu.edu). When viewing your schedule on Schedule of Courses, you can click on the section number of a course to view all required books for that particular course. Professors may make changes to required materials before classes begin. Some students choose to wait until after receiving the course syllabus during the first week of classes to purchase textbooks.

In addition to purchasing printed textbooks, some students opt to rent books for the semester from bookstores that offer this feature or purchase the textbook in eBook form. Not all books are available for rent or as eBooks.

Reading Textbooks

- As you are reading, highlight/underline important information. Don't highlight everything!
- Break up the reading. If possible, do a little each night vs. all the night before.
- Stay focused.
- Read captions under the pictures, graphs, etc.
- Write in your book...anything that will help you recall the information.
- If the information is confusing, ask your TA or professor for help.
- Don't sit on your bed and read if you tend to fall asleep.
- Look for parallel information as you read your textbook and study related lecture notes.
- Use a Post-It note to mark important sections and passages.
- Take notes in the margins.

Required vs. Recommended

Most books listed on the course syllabus unless otherwise noted are required. Recommended books, if any are listed, supplement the course topic. These books aid in understanding the topic covered in the course. Professors indicate which books are required and recommended on the course syllabus. Bookstores also make this distinction.

Local Bookstores

There are many local bookstores, one on campus and several off campus. Students can shop at any one they choose.

Collegeville Textbook Company

321 E. Grand River Ave.
East Lansing, MI 48823
517/922-0013
ctcmsu.com

Spartan Bookstore

International Center
Michigan State University
East Lansing, MI 48824
517/355-3450 or
877/267-4700
www.spartanbook.com

The Student Bookstore

421 E. Grand River Ave.
East Lansing, MI 48823
517/351-4210
www.sbsmsu.com

CAMPUS LIFE AT MICHIGAN STATE



Be Spartan Green

At Michigan State University, green is more than a school color. Spartans inspire and influence change on campus that resonates around the world. You can 'BE SPARTAN GREEN' by demonstrating your commitment to protect the environment and contribute to a more sustainable campus.

- CONSERVE - Conserve energy and water in your space
- REUSE - Save \$ and reduce your impact
- RECYCLE - Recycling on campus is easy

To learn how you can get involved and Be Spartan Green, visit:
[**bespartangreen.msu.edu**](http://bespartangreen.msu.edu)

Living On Campus

Living On Campus

The Department of Residence Education and Housing Services (REHS) strives to provide MSU students with an unparalleled on-campus living experience. Students who live on campus are at the center of all that MSU has to offer, including: academic support, health resources, award-winning dining facilities, recreational activities, student organizations, leadership opportunities, friends and fun.

Spartans come from all over the world and represent a variety of cultures and backgrounds. Intercultural engagement and inclusive living and learning are at the cornerstone of the on-campus living experience. More than 15,000 students call the residence halls and apartment communities at MSU their home-away-from-home. MSU houses all first-year students, returning undergraduates and graduate students. Approximately 40 percent of students living on campus each year are sophomores or older. **It is recommended that students live on campus for at least two years to lay a solid foundation for their academic success at MSU and to fully embrace the Spartan experience.** National research shows that students who live on campus are more academically successful, are more connected to the campus community and are more likely to graduate on time.

Neighborhoods

Through the MSU Neighborhood Model, we foster an environment that promotes both student development and academic success. Each neighborhood has an engagement center that provides critical services such as **tutors, academic advisors, health practitioners and other consultants who help students navigate their way through their college career.**

Housing Options

There are a variety of housing options available on MSU's beautiful campus. Whether students are looking for a room or suite in a residence hall or the independence of living in an apartment with friends, REHS makes it easy for students to decide to live on campus for at least two years. To learn more about the neighborhoods and on-campus housing options at MSU, visit:

- **Brody Neighborhood:** liveon.msu.edu/brody
- **North Neighborhood:** liveon.msu.edu/north
- **East Neighborhood:** liveon.msu.edu/east
- **River Trail Neighborhood:** liveon.msu.edu/rivertrail
- **South Neighborhood:** liveon.msu.edu/south
- **Apartments (1855 Place & University Village):** liveon.msu.edu/apartments

Resident Assistants, Intercultural Aides and Multi-Racial Unity Living Experience Leaders

Each residence hall and apartment community has live-in undergraduate, graduate and full-time staff members committed to supporting the personal development and academic success of each student resident. Resident Assistants (RAs), Intercultural Aides (ICAs) and Multi-Racial Unity Living Experience (M-RULE) Leaders are student team members who live in the residence halls and are valuable resources for students as they adjust to campus life. These students provide leadership and support to individual residents and the community by serving as a basic source of information and referral help and organizing community building activities. ICAs and M-RULE Leaders work to unite students across differences to develop genuine relationships, build community and promote academic success.

Living On Campus

Safety and Security

MSU is committed to the safety and security of students, staff and guests. MSU staff is concerned about the physical and mental health and safety of all students. Student health resources are available on campus and REHS works closely with the MSU Police Department to review and evaluate safety measures. Residence hall rooms and apartments are equipped with viewers (peepholes), fire-resistant doors, fire alarms, hard-wired smoke detectors, sprinkler systems for fire suppression, emergency lighting, emergency phones, illuminated exit signs and electronic door access in residence halls.

Residential Terms & Conditions

The **On-Campus Housing Handbook: Terms and Conditions** includes important information on policies, community standards and resources regarding on-campus living at MSU. Every student resident is expected to read and agree to the terms and conditions outlined in this document before signing their Housing Contract and to reference it often for helpful resources. The **On-Campus Housing Handbook: Terms and Conditions** is available at liveon.msu.edu/housinghandbook.

Be a Good Roommate

Whether roommates are best friends or students who have just met, the best way to have a successful relationship is through open, honest and respectful communication. Resident Assistants are available to work with student residents to build open communication and a mutually agreed upon set of standards for all roommates to follow.

Transitional Housing

Transitional housing assignments are temporary arrangements in which some rooms are converted to house one additional student. This occasionally happens to students when they arrive on campus at the start of each semester. The cost of the room is split among all residents, thus students who are in transitional housing receive a rebate.

Environmental Stewardship and Sustainability

Members of MSU are not just green, they are Spartan Green. Environmental stewardship is part of MSU's identity. The community works together to make a significant impact on campus and around the world. MSU offers a comprehensive recycling program in all residence halls. Material collected include:

- Office, mixed paper, and newspaper
- Cardboard and boxboard
- Magazines, books, catalogs, directories and junk mail
- All plastics
- Household metal Recycling centers are generally found in building lobbies

For more information on recycling, visit recycle.msu.edu.

Dining on Campus

Dining Locations

Students with a dining plan can eat in any of the residential dining halls on campus including: The Edge at Akers, Heritage Commons at Landon, Brody Square, the award-winning Gallery at Snyder-Phillips, the Vista at Shaw, and South Pointe at Case Hall by using their student ID card. Students can also eat at Riverwalk Market at Owen Hall, 21 Sparty's stores, Union Pizzeria, UP Pizzeria at Crossroads in the International Center, Union Deli and Serrano's at the MSU Union, Starbucks, and Eat at State ON-THE-GO food truck. For hours of operations, menus, and other information, students should visit www.eatatstate.com.

On-Campus Dining Plans

There are a number of dining plans available to students living on campus. Plans for residential students are pre-arranged through their housing contract.

- **DineOn Platinum:** *'DineOn Campus'* - Unlimited access to residential dining halls every day; *'DineOn-the-Go'* - One Combo-X-Change (use meal access as a combo) per day, Monday through Friday at Sparty's, MSU Union Foodcourt, Eat at State On-the-Go food truck, and Riverwalk Market at Owen Hall; \$300 Spartan Cash/semester; 8 guest meal passes/semester.
- **DineOn Gold:** *'DineOn Campus'* - Unlimited access to residential dining halls every day; *'DineOn-the-Go'* - One Combo-X-Change (use meal access as combo) per day, Monday through Friday at Sparty's, MSU Union Foodcourt, Eat at State On-the-Go food truck, and Riverwalk Market at Owen Hall; \$150 Spartan Cash/semester; 4 guest meal passes/semester.
- **DineOn Silver:** *'DineOn Campus'* - Unlimited access to residential dining halls every day; *'DineOn-the-Go'* - One Combo-X-Change (use meal access as combo) per day, Monday through Friday at Sparty's, MSU Union Foodcourt, Eat at State On-the-Go food truck, and Riverwalk Market at Owen Hall.

Owen Hall Residents

Residents of Owen Hall can choose the On-Campus Dining Plans or the **DineOn Owen** plan which includes:

- \$300 to be spent at Riverwalk Market at Owen Hall, Sparty's, MSU Union Foodcourt, Eat at State On-the-Go food truck or any Residential Dining Hall.
- 75 meal accesses to be used at Residential Dining Halls OR as Combo-X-Change at Riverwalk Market at Owen Hall, Sparty's, MSU Union Foodcourt, or Eat at State On-the-Go food truck more than once a day.

Off-Campus Dining Plans

Dining plans for students living off-campus or in Van Hoosen Hall, Williams Hall or University Apartments.

- **DineOn 175** Access to 175 meal swipes
- **DineOn 125** Access to 125 meal swipes
- **DineOn 100** Access to 100 meal swipes
- **DineOn 50** Access to 50 meal swipes
- **DineOn 25** Access to 25 meal swipes
- *'DineOn Campus'* - Use meal accesses at residential dining halls.
- *'DineON-THE-GO'* - Combo-X-Change (use meal access as a combo) at Sparty's, MSU Union Foodcourt, Eat at State ON-THE-GO food truck or Riverwalk Market at Owen Hall. Combo-X-Change can also be used for takeout at any residential dining hall.
- Use meal accesses to treat friends and guests to an on-campus meal.
- Off-campus dining plans **don't expire** - as long as your dining plan is active. *Accounts that are inactive for one MSU fiscal year (July 1-June 30) will be closed. There are no refunds for unused meals.*

DineOn Platinum, Gold, and Silver dining plans are also available to off-campus students. Dining plans can be purchased online at www.eatatstate.com, by calling 517/884-0660 or visiting the MSU ID Office.

Personal Expenses

Spartan Cash

Convenient and widely accepted, Spartan Cash is the OFFICIAL DEBIT plan of Michigan State University. Purchases are made from pre-deposited funds at over 90 locations across campus and in the local area. Students may go to www.spartancash.com for a complete list of participating vendors. Students can access their account by presenting their valid MSU ID at any participating location. Spartan Cash accounts are available to all students, faculty or staff members with a valid MSU ID. Spartan Cash is accepted at some bookstores - students should confirm this with each individual bookstore.

Opening/Adding To An Account

Opening an account or depositing to an existing account can be done at any time by cash, check, or credit card. Online credit card orders are accepted year-round at www.spartancash.com. Prior to the start of a semester, Spartan Cash can be pre-ordered and charged to the student's MSU student account. Students may report a lost or stolen card online at www.spartancash.com for immediate card protection.

Communicating Balance Information

Account balances are displayed or printed at the point of sale each time Spartan Cash is used. Cardholders may now access balance and transaction information online at www.spartancash.com. A valid MSU NetID and password are required.

Unused Funds

Funds stay in the account from semester to semester and year to year until a student requests to close the account upon leaving the university. Cardholders are encouraged to use all funds in their accounts to avoid a closing fee. Account balances, less a \$10 closing fee, are refunded in the same method that deposits were received. No refunds are issued for account balances of \$12 or less.

More Information About Spartan Cash

Students may visit www.spartancash.com. Questions may be directed to 517/355-CASH (2274) or by email to info@spartancash.com.

Textbooks

Students can choose from three different bookstores to purchase textbooks. All three bookstores accept Spartan Cash in addition to cash, checks and credit cards. Collegeville Textbook Company and the Student Book Store are located on Grand River Avenue. The Spartan Bookstore is located in the International Center on campus.

Spending Money

The amount of money that students need depends on the student. There is not one set amount that the university suggests. Various things affect a student's budget, including their course load, the amount of books they purchase, the amount of eating out, their toiletries and personal items, leisure/weekend spending money, and money for miscellaneous things.

Cashing Checks

It is recommended that students obtain a local checking account at a bank and consider getting an ATM card. If students do not wish to do this, Room 110 Administration Building has a check-cashing service (\$1 fee per check) for amounts up to \$250. Checks issued by MSU may be cashed up to \$1,000. The checks must be written by the student or a parent/guardian. Many stores will also accept out-of-state checks with proper identification. Both in-state and out-of-state checks can be cashed at any of the area banks if either the student has an account with the bank or if the check is drawn on the same bank that is cashing the check. There may be a fee for this service.

Using Local Banks/Credit Unions

Having a local account makes handling your finances and paying tuition bills easier and more convenient. Our campus financial institution, MSU Federal Credit Union—the world's largest university-based credit union—has all of the ATMs on campus including in all residence hall neighborhoods and in many campus buildings. Plus, MSUFCU has a mobile app, remote check deposit, eAlerts for your account transactions, and Apple Pay, Samsung Pay, and Android Pay for your MSUFCU Visa Debit and Credit Cards.

Managing Your Money Wisely



MSU Federal Credit Union offers expert advice in budget management.

Why Create a Budget?

The key to reaching your financial goals is to create a budget you can stick with. A budget will help you understand where your money goes, help you not overspend on “extras,” and make sure you have enough money each month to pay your bills and have fun.

Getting Started

Step 1:

Write down your total monthly income after taxes. This includes all the money you are getting from paychecks, student loans, and allowances from your parents.

Step 2:

Track all your monthly spending and expenses. This includes any bills and everything that you buy. Even small purchases count so make sure to write everything down.

Step 3:

Categorize your spending. Divide your expenses into “Fixed Expenses” (things that occur every month and do not change) like rent, tuition, and your cell phone bill, and “Variable Expenses” (things that can change each month) like movie tickets, going out, and buying groceries.

Step 4:

Target variable spending. This is the easiest way to cut expenses if you need to. Look at how much you are spending on variables like entertainment, groceries, and coffee, to see if you need to cut back.

Step 5:

Use a budgeting worksheet. Balance your monthly income and your monthly spending to make sure you are not spending more money than you earn. Use the budget worksheet on the next page to determine if your budget is in line with your spending or if you need to make some adjustments.

Getting Started

To start your savings plan, keep enough money in your checking account to pay your monthly bills and put the rest into savings. If you are saving for something special, have a separate savings account to reach your goal.

Starting Balance:	\$50.00
Savings Goal:	\$500.00
Months to Save:	6
Dividend Rate (APY):	.10%
Weekly Deposit:	\$74.97

In order to have \$500 saved in six (6) months with a dividend rate of .10% APY, you need to make monthly deposits of \$74.97 into your savings account.

Find out how much you need to save for your goals with online calculators at msufcu.org/calculators.

Managing Your Money Wisely

College Budget Worksheet

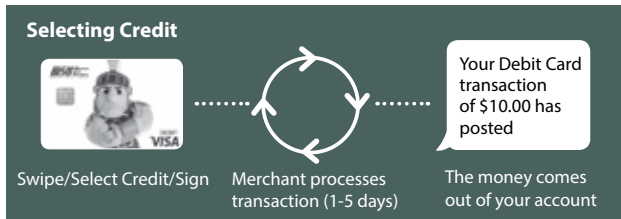
INCOME: (per month)	Budgeted Amount	Actual Amount	Difference
Paycheck	_____	_____	_____
Allowance	_____	_____	_____
Scholarships/Grants	_____	_____	_____
Student Loans	_____	_____	_____
Money from Home	_____	_____	_____
Miscellaneous Income	_____	_____	_____
Total Income	_____	_____	_____
SAVINGS ACCOUNT DEPOSITS:	_____	_____	_____
EXPENSES:			
Education: (semester cost divided by number of months in a semester = monthly cost)			
Tuition	_____	_____	_____
Books & Supplies	_____	_____	_____
(Calculate the rest of your expenses per month.)			
HOUSING:			
Rent/Room & Board	_____	_____	_____
Utilities (water, electric, etc.)	_____	_____	_____
Cell Phone	_____	_____	_____
Internet & Cable	_____	_____	_____
TRANSPORTATION:			
Car Payment	_____	_____	_____
Bus Pass/Uber/Zip Car	_____	_____	_____
Insurance	_____	_____	_____
Gas & Maintenance	_____	_____	_____
FOOD:			
Campus Meal Plan	_____	_____	_____
Groceries	_____	_____	_____
Restaurants	_____	_____	_____
DEBT PAYMENTS:			
Credit Cards	_____	_____	_____
Student Loans	_____	_____	_____
Other Loans	_____	_____	_____
PERSONAL:			
Clothing/Laundry	_____	_____	_____
Personal Care (hair, makeup, etc.)	_____	_____	_____
Health (prescriptions, insurance doctor/dentist, etc.)	_____	_____	_____
Pets	_____	_____	_____
ENTERTAINMENT:			
Movies	_____	_____	_____
Gifts	_____	_____	_____
MSU Tickets/Concerts	_____	_____	_____
Other	_____	_____	_____
Total Expenses	_____	_____	_____
Total Income	_____	- Total Expenses	_____ = _____

Managing Your Money Wisely

Credit or Debit for Debit Cards

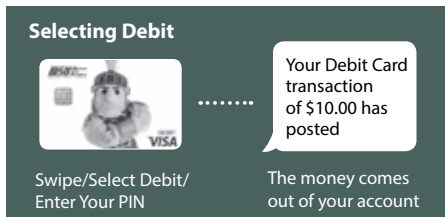
Selecting Credit

When you make a purchase with your debit card, you have the option to select “credit” or “debit” to pay for your purchase. When you select “credit,” you’ll swipe your card or insert the chip and sign the receipt. The transaction will come out of your checking account when the merchant processes their transaction, which may take a few days. By selecting “credit” and signing for your purchases, you are protected by Visa’s Zero Liability Policy.* If someone uses your card for unauthorized purchases, you won’t be held responsible to pay for those charges.



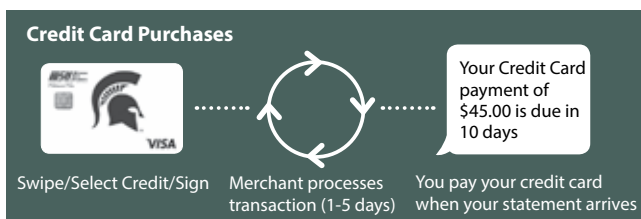
Selecting Debit

If you select “debit,” you’ll enter your 4-digit PIN on the keypad and the money will immediately come out of your checking account to pay for the purchase. Either way you choose, the money will come out of your checking account to pay for the purchase.



Purchases with a Visa Credit Card

When you make a purchase with your Visa Credit Card you are borrowing money. The amount you owe is due at a later date. When your credit card statement arrives, if you pay the amount you owe in full, you won’t be charged any interest. If you pay only the minimum owed or an amount less than the full amount, you will be charged interest on the remaining balance you owe. Using your credit card and paying it back builds a credit history for you. Your credit score is determined by how well you use and pay back your credit card and other loans.



* U.S.-issued cards only. Visa’s Zero Liability Policy does not apply to commercial cards, ATM transactions, or to PIN transactions not processed by Visa. See your Cardholder Agreement for more details.

Managing Your Money Wisely

MSUFCU Mobile app

The free¹ MSUFCU Mobile app allows members to safely and securely sign into their accounts and perform transactions. Our app is available for iOS and Android™ phones.

- View account balances
- Make loan payments, transfer funds, and pay bills via MoveMoney
- Deposit checks via eDeposit for Mobile
- View your FICO® Score for free, updated quarterly²
- Locate nearly 30,000 surcharge-free CO-OP ATMs
- Correspond with MSUFCU staff
- Use financial calculators
- View current rates and upcoming MSUFCU events

Pay with your MSUFCU Visa Card using Apple Pay,[™] Samsung Pay, or Android Pay[™]

Now you can enjoy all the benefits of your MSUFCU Visa using Apple Pay, Samsung Pay, or Android Pay. These apps change how you pay with breakthrough contactless payment technology and unique security features built right into your phone. So you can pay in an easy, secure, and private way.

Simply add your MSUFCU Visa Credit Card to Apple Pay, Samsung Pay, or Android Pay. Now you can use your MSUFCU account almost anywhere you can swipe or tap your card.

When you pay with your MSUFCU Visa using Apple Pay, Samsung Pay, or Android Pay, you still get all the rewards, benefits, and securities your MSUFCU Visa Card provides. Set up your card today and add an extra layer of security to your account.

¹There is no charge to download the MSUFCU Mobile app, however data and connectivity fees from your mobile service provider may apply. Please contact your mobile service provider for more information. Some features may be available for MSUFCU members only. App user must have access to MSUFCU's ComputerLine to utilize login function.

Apple Pay is a trademark of Apple Inc. Android is a trademark of Google Inc. Available on Galaxy S6, Galaxy S6 edge, Galaxy S6 edge+, Galaxy S6 active, Galaxy Note5 and other select Samsung devices, most major carriers and supported cards. See samsung.com/pay for complete list and contact your bank or financial institution to verify supported cards.

² FICO is a registered trademark of Fair Isaac Corporation in the United States and other countries.

Getting Involved

Student Life

Academics should be a student's priority. With proper time management skills, however, students have plenty of free time. Getting involved helps students feel connected to the Spartan Community, discover their purpose and passion, maximize success and maintain a healthy lifestyle at MSU. Time management is the key.

It is very easy to get involved in extracurricular activities. Students should talk to other students, check out the Hall government or ASMSU (MSU's student government) meetings, or review the list of Registered Student Organizations (RSOs) at www.studentlife.msu.edu and get in touch with the listed contact person for the organization. Students can contact the Department of Student Life at 517/355-8286 and/or review the Student Life website www.studentlife.msu.edu for more information.

There are over 800 different groups and organizations on campus which include sports, music, religious, academic groups, fraternities and sororities. A complete list of Registered Student Organizations (RSOs) is available online at www.studentlife.msu.edu.

Joining a Student Group

- Talk to your Resident Assistant or your Intercultural Aide to get ideas regarding how to get involved.
- If there is a particular group you'd like to join and MSU doesn't have it, create it.
- Attend Sparticipation, which takes place during Fall Welcome. You can learn about many of MSU's student organizations and get free stuff.
- Look for groups related to your major or areas of study/interest.
- Join a student group that interests you, even if it is not within your major.
- Don't be afraid to say you can no longer be a member of an organization if it interferes with your academic progress.
- Don't get over involved. Make sure you have time to do what you are committing to do. Academics come first.
- Benefits of getting involved:
 - Meeting new people.
 - Feeling connected to campus.
 - Exploring and discovering your purpose and passion
 - Making connections and improving networking skills.

Associated Students of Michigan State University (ASMSU)

The Associated Students of Michigan State University (ASMSU) is the all-undergraduate student government. The mission of ASMSU is to enhance the individual and collective student experience through education, empowerment, and advocacy by dedication to the needs and interests of students. We are passionate about our purpose and the students we serve. Students can learn more about involvement and the services we offer by emailing info@asmsu.msu.edu or by visiting asmsu.msu.edu.

Residence Halls Association (RHA)

The Residence Halls Association is the on-campus student government at MSU. The RHA mission is to represent the residents of Michigan State University objectively and to provide a voice for the concerns of MSU residents. RHA strives to achieve this by assisting hall organizations with publicity, legislation, funding, and also by providing valuable services and opportunities through its programs. RHA is committed to continuously improving the on-campus experience at MSU. For more information students can contact 517/355-8285, rha@msu.edu or go to rha.msu.edu.

University Activities Board

The University Activities Board (UAB) provides the campus with a variety of social, educational, multicultural, and recreational student-driven programs throughout the year. Meetings are open to all undergraduate students and take place in the MSU Union. FREE weeknight and weekend UAB programs include:

- Campus Center Cinemas in partnership with RHA
 - Student talent competitions
 - Movie sneak previews
 - Comedians
 - Live music
 - Craft Night and more
- For more information students can call 517/355-3354 or check out www.uabevents.com.

Getting Involved

Recreational Sports and Fitness Services

The programs offered are facilitated through three indoor intramural facilities, one multi-purpose arena, 27 acres of outdoor recreational field space, an off-site sailing center and shared campus facilities including tennis courts, golf courses, and an ice arena. The Department's goal is to promote each participant's learning experience by engaging the university community in healthy lifestyles through sport, fitness, and recreational opportunities. Many intramural sports are offered each semester. Form a team or sign up as a free agent at imleagues.com. Stay connected via Facebook (MSU Recreational Sports and Fitness) and Twitter (MSU_RecSports). More information is available at www.recsports.msu.edu and on pages 50-51.

MSU Greek Life- Fraternity and Sorority Communities

Since 1872, Michigan State's Greek community has been a viable and respected part of campus life. With more than 60 Greek letter organizations, "going Greek" can be one of the most significant experiences for a college student at MSU. The value of Greek life for students who choose to participate is the merging of almost every segment of the campus community into one cohesive program that promotes self-governance, leadership development, academic achievement, community service and friendship.

The Interfraternity Council (IFC), Panhellenic Council (PC), Multicultural Greek Council (MGC), and the National Pan-Hellenic Council (NPHC), are the governing student bodies of Greek letter organizations. The IFC consists of 33 men's organizations and the PC is comprised of 14 organizations for women. NPHC and MGC have organizations for both genders and each council has nine organizations at MSU. If you have specific questions or would like more information, please contact the Department of Student Life at 517-355-8286 or visit greeklife.msu.edu.

Commuter Student Tips

- Check out information about Fall Welcome at fallwelcome.msu.edu.
- Buy an off-campus meal plan and save money! eatatstate.com.
- Attend Sparticipation, which takes place during Fall Welcome. You can learn about many of MSU's student organizations there or through the Department of Student Life: studentlife.msu.edu.
- Register vehicles and bicycles with the MSU Parking Office and obtain the necessary permits at police.msu.edu/permits.asp.
- Think about carpooling with other students living in the area.
- Leave time to find a parking space on campus. Keep close tabs on construction delays: construction.msu.edu.
- Get a CATA bus pass for moving around once on campus, get to off campus locations and learn about Clean Commute options at cata.org.
- Find a good place to study on or off campus.

Broadway, Concerts, Plays and Other Entertainment

Wharton Center for Performing Arts manages four theatres on campus: The Cobb Great Hall, the Pasant Theatre, the MSU Concert Auditorium, and the Fairchild Theatre. The selection of entertainment expands from the best in touring Broadway shows to dance, pop, classical and opera music, chamber music, jazz, etc. MSU students can take advantage of a special offer of a \$25.00 ticket to most Broadway shows and a \$15.00 ticket to most performing arts attractions. There are also several different subscription series offered by Wharton Center. Tickets can be purchased online at www.whartoncenter.com or by calling 1-800-Wharton or at the Wharton Center Box Office.

The Jack Breslin Student Events Center is a high profile, all-University major events facility for students and the greater community of Michigan State University. In addition to being the home and showcase for the Spartan basketball teams, the Breslin Center also hosts concerts, trade shows, commencements, and other entertainment events. For event schedules and ticket purchase, students should visit www.breslincenter.com.

Athletic Events

Full-time students may purchase season admission packages for football, men's basketball and hockey. Students are admitted for free at regular-season home games, upon showing their MSU I.D. at the gate for the following sports: volleyball, soccer, women's basketball, wrestling, gymnastics, baseball, softball. Students should check www.msuspartans.com for prices and schedules.

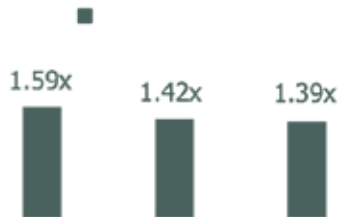
Recreational Sports and Fitness Services



Members
GPA
3.17



Members
Credits
57.6



**IM SPORTS WEST
AND
IM SPORTS EAST**

**FITNESS CENTER
MEMBERSHIPS**



**BUY ONLINE AT www.recsports.msu.edu
or go to either facility to purchase.**

Transportation: Campus Bus System

Capital Area Transportation Authority (CATA)

CATA is the public transportation provider for the greater Lansing area. All campus bus service is provided by CATA. Service operates 24/7 during Fall and Spring semesters, excluding University breaks and holidays. Routes travel throughout campus with service to all University residence halls and apartments, academic and public buildings as well as commuter lots. Year-round off-campus service provides transportation from area apartment complexes to campus for students residing beyond the campus limits.

Weekday & Weekend Campus Fixed-Route Service

CATA's weekday campus route buses operate from approximately 7:00 am to 2:30 am Monday through Friday during Fall and Spring semesters, excluding University breaks and holidays. Saturday and Sunday routes begin at approximately 9:00 am and operate until 2:30 am during Fall and Spring semesters, excluding University breaks and holidays.

Lot Link & Night Owl Curb-to-Curb Transportation - Seven Days a Week

Lot Link provides evening and weekend campus service between MSU student parking lots 83, 89 or 91 and another campus location. Service operates weekdays 7:00 pm to 2:00 am and weekends from 9:00 am to 2:00 am. Night Owl operates within the campus boundaries from 2:00 am until 7:00 am weekdays and until 9:00 am on weekends. Students can call 517/432-8888 to request a ride on either service. A small bus will arrive within 20 minutes of the call. Rides are restricted to campus only.

Fares and Passes - For Regular Fixed Route Services

The student cash fare is 60¢. Cash fare customers must show the bus driver their valid MSU Student ID to qualify for the 60¢ fare. Students not showing their MSU Student ID will pay the regular \$1.25 fare. Exact change is not required. Fareboxes accept \$1, \$5 or \$10 bills and U.S. coins. A CATA Cash Card will be issued for the difference between what you owe and what you deposit. Students can use the card to pay for future bus trips.

Students may also purchase a CATA 10-Ride Card for \$6, a 31-Day Pass for \$18, a Semester Pass for \$50 or a Commuter Lot Route Pass for \$20 per semester or \$33 for both semesters. All Ride Cards and Passes (excluding Commuter Lot Pass) are good for all on and off-campus fixed route services on CATA. Free transfers are available on all CATA buses. Passes are sold online at cata.org, at Sparty Stores in select residence halls, the MSU Union, Room 170 International Center, MSU Department of Police and Public Safety, and various off-campus locations. Lost or stolen semester or commuter lot passes may be replaced if the original pass was linked to the student's ID at the time of the purchase. Students are allowed one replacement pass free of charge per semester. Contact the MSU ID Office Room 170 in the International Center for a replacement.

Services for Persons with Disabilities

Spec-Tran is a curb-to-curb service provided by CATA for persons with disabilities who are unable to use CATA's fixed-route service. Spec-Tran customers must be certified to be eligible to use this service. MSU students wishing to be certified must contact the Resource Center for Persons with Disabilities (RCPD) located on campus. For details, go to <https://www.cata.org/Routes-Schedules/Find-Bus-by-Service/Curb-to-Curb-Paratransit/Spec-Tran>

CATA Information and Assistance

CATA's Customer Service Representatives can provide personal trip planning assistance and information on using CATA services. Representatives are available Monday – Friday from 7:00 am until 7:00 pm and Saturday and Sunday from 9:00 am until 5:00 pm. Students should contact 517/432-CATA (517/432-2282) or info@cata.org for assistance.

At cata.org students can access the online fixed-route trip planning feature, schedules and maps, updates on route detours and service changes, and online bus pass purchasing. Students can also access CATA's Spec-Tran service information and application, as well as download audio files of all CATA services. Large prints of all CATA routes and services are available by calling CATA's Customer Service at 517/432-2282. [Facebook.com/rideCATA](https://www.facebook.com/rideCATA), [Twitter.com/rideCATA](https://twitter.com/rideCATA)

CATANow

CATANow is a free service that provides immediate access to real-time departures from any of CATA's 1,300-plus bus stops in their fixed-route system. All you need is your bus stop number and a mobile device or computer. Bus stop numbers are posted at every stop. Queries can be made by texting the stop number to 76123.

Transportation: Bicycles

Bicycle Registration

Any bicycle possessed or operated on campus must be registered, parked and locked at a bike rack and in operable condition; otherwise, it may be impounded and fees assessed to retrieve it. MSU, City of Lansing, City of East Lansing, Lansing Township and Meridian Township permits are acceptable. Permits must be current, valid and adhered to the bicycle frame's below the seat, facing the handlebars. Failure to properly display and/or affix the permit may result in bicycle impoundment. Students should go to <http://tinyurl.com/MSUbikeereg> to register their bike (make, color and serial number must be included). There is no charge for the permit.

Bicycle Traffic Rules

Persons operating bicycles shall:

- Only operate bicycles in roadway or bike lanes.
- Yield to pedestrians on all sidewalks and at marked crosswalks.
- Walk the bike across crosswalks maintaining the rights given to pedestrians.
- Ride in the same direction as motor vehicles.

The MSU bicycle ordinance can be found at trustees.msu.edu/ordinances/ordinances_sec33.html.

Impoundment

Bicycles are impounded upon complaint throughout the year for invalid or lack of registration, improper storage or if in inoperable condition. Bicycles must be parked at bike racks. Those attached (or not attached) to meters, signs, tree, posts or any area other than a bike rack will be impounded. Registration will be required and a fee assessed to retrieve it. More information is available at <http://tinyurl.com/MSUbikeereg>

Security Tips

- Register bikes free of charge at police.msu.edu.
- Personalize your bike - engraving, tape, paint, etc.
- Keep original purchase receipts and any bicycle serial number(s) recorded in a safe place.
- Regular oiling of your lock will help it open easily and prevent keys from breaking.
- Remember: newer bikes are more desirable to thieves.
- Keep your bike inside at night if possible.
- Photograph your bike for reference.

Campus Bicycle Sales, Repair & Other Services

The MSU Bike Service Center offers new and used bikes for sale that are ready to ride and have been tuned up by trained mechanics. The Center also provides a full range of bicycle repair services for varying fees. Bike rentals (short and long term) are also offered as are a variety of bike-related accessories (tires, tubes, lights, fenders, helmets, tools, oil, etc.). Visit www.bikes.msu.edu for more information. The MSU Surplus Store also sells used bikes on Tuesdays, 7:30 am-5:30 pm and Fridays, 7:30 am -3:30 pm. For more information call 517/355-0364 or visit msusurplusstore.com.

Selecting a Lock

- The best choice is a strong, reliable U-lock.
- Find out about the lock's past performance. Does it have a good track record? A warranty? Lifetime key registration and prompt key replacement services for lost or damaged keys?
- Design features - Make sure that the design of the lock provides functional security and that it is long enough to use when the racks are full.

Locking Up

Students should:

- Always keep their bikes locked up.
- Lock bikes correctly; see examples at <http://tinyurl.com/bike-locking-dos-and-donts>
- Secure components that have quick-release mechanisms with anti-theft units. Seats and wheels are commonly stolen when they have quick releases.
- Use the U-lock correctly - if the U-lock has its keyway on the end of the crossbar, position the lock with its keyway end facing down towards the ground. This makes it harder for the thief to access the lock and reduces rusting and freezing of locks.
- More information is available at <http://tinyurl.com/dude-wheres-my-bike>.

Parking on Campus

MSU Parking (police.msu.edu)

The MSU Parking Office issues permits for parking motorized vehicles (including motorcycles and mopeds) and bicycles on campus. Motorized vehicles and bicycles that are parked or operated on campus must be registered with the MSU Parking Office, and properly display a current and valid permit issued by the MSU Parking Office. All permits must be properly affixed before they are considered valid. Failure to register a vehicle as well as non-compliance with MSU parking ordinances and/or regulations may result in violations, fines, fees and a vehicle being towed. Permits are only sold through the MSU Department of Police via the Parking Office and remain the property of Michigan State University. Parking permits may not be resold, rented, leased, transferred or reproduced. Use of the permit/privileges by any other than to whom they are issued invalidates and may forfeit the privileges. Permits that are not expired and are no longer in use by an individual to whom the permit is issued must be returned to the MSU Parking Office where a prorated refund may be applicable. Expired MSU parking permits must be removed. **All are subject to special event parking restrictions regardless of general permit privileges.**

Parking Eligibility (police.msu.edu)

College credits earned before graduating from high school do not count toward parking permit eligibility. Students residing on campus must be entering their second year at MSU or entering MSU from another college or university AND have at least 20 credits finalized with MSU to be eligible for a parking permit. Students residing off campus (commuters) or in University Apartments (Spartan Village, University Village, 1855 Place) may register a vehicle regardless of their class status or number of credits. Graduate assistants, whether residing in a residence hall, off-campus or in a University Apartment are eligible for a permit. Ineligible students may apply for an exception which is subject to approval. A printable Special Parking Request application and instructions may be found at police.msu.edu under Management Services, Parking.

Ordering a Permit (police.msu.edu) & Parking Locations (maps.msu.edu)

Parking permits are issued on an academic year basis and may be ordered online throughout the year based on availability. For those residing on campus, a Lot 89 permit is a standard option or may be ordered if another lot is sold out. The online ordering schedule as well as applicable permit information may be found online at police.msu.edu and under Management Services, Parking, Student Permits. Corresponding lot numbers and their locations for those residing in the residence halls, University apartments or off-campus may be found at maps.msu.edu. Those who want to register a moped or motorcycle, should refer to information at police.msu.edu under Student Permits.

Parking Questions

If you have questions regarding parking, contact the MSU Parking Office at (517) 355-8440 between 7:30am - 4:45pm, Monday - Friday, except University holidays or if otherwise posted. Student parking regulations and additional parking information (e.g. when to return a permit, how to obtain a temporary loaner permit, visitor parking) may be found at police.msu.edu under Management Services, Parking.

On Campus Resources

Finding a Job

Working As a First-Year Student

Besides earning money, students who work part-time while in college develop many transferable skills that are valued by employers who hire interns and full time employees. Working as a student helps develop time management, team-building, communication and organizational skills that complement what is learned in the classroom. Most student employees work approximately 10-15 hours a week.

Finding a Part Time Job or Internship

Student job and internship opportunities can be found on the **Handshake job posting system** at the website *CareerNetwork.msu.edu*. MSU Career Services in 113 Student Services Building provides assistance to students seeking part-time work and internships. Students can drop in, visit *CareerNetwork.msu.edu* to schedule an appointment or call 517/355-9510 for help. The **Earn, Learn & Intern Fair**, held during the beginning of Fall semester, is designed to connect new students with on-campus and local employers hiring for part-time positions and internships. The **Summer Job & Internship Fair**, held each February, brings together students seeking summer jobs and paid internships with employers in business, industry, government, camps and resorts from across the U.S.

After Graduation-Don't Wait Until It's Time to Graduate!

Employment after graduation depends on the skills students develop in college. In addition to academic study, employers and graduate schools value students who have been involved on campus, worked part-time, completed internships, and have held leadership roles. The Career Services Network offers regular career exposure events and networking opportunities to help students learn about career fields and job possibilities after graduation.

Career Services Network

From choosing majors to exploring careers to conducting internship and job searches, the Career Services Network assists students during every step of their college experience. For more information, students should visit *CareerNetwork.msu.edu* or call 517/355-9510.

- **Career Services in the Student Services Building** provides professional assistance with student employment, career assessments, exploring career and major options, advising, and job search resources for all majors.
- **Career Services @ Spartan Stadium** specializes in career events and is a primary interview location for employers seeking interns and full time hires.
- **The Lear Corporation Career Service Center** provides personalized services for undergraduate students preparing for business careers, including on-campus interviewing.
- **The Center for Spartan Engineering** provides personalized services for students preparing for engineering careers.
- **Career Consultants** are located in various colleges across campus to provide customized career services for specific majors and career fields.
- **Handshake** (*CareerNetwork.msu.edu*) is the official job listing service for employers wanting to hire MSU students and recent graduates. Employment opportunities include on-campus, off-campus, full- and part-time, internships and other opportunities.
- **Career events and workshops** are offered throughout the school year. A full schedule is available at *CareerNetwork.msu.edu* or email careerevents@csp.msu.edu.

Center for Service-Learning and Civic Engagement

The mission of the Center for Service-Learning and Civic Engagement is to provide engaged, issues and service-focused, community-based, mutually beneficial, and integrated learning opportunities. These out of class learning experiences build and enhance commitment to academics, personal and professional development, and civic responsibility. Located in room 345 of the Student Services Building, students can contact 517/353-4400, servlrn@msu.edu, or www.servicelearning.msu.edu.

On Campus Resources

The Testing Office

The Testing Office is a national test site for many different standardized exams including:

- College, graduate, and professional school entrance exams such as the GRE, LSAT, MCAT, ACT, SAT, etc.
- Hundreds of licensing/certification exams offered via partnerships with Prometric, Pearson, ISO-Quality Testing, and others
- English Proficiency Exams, such as the TOEFL
- MSU placement tests in Math, Spanish, French, and German
- Proctored exams for online courses and distance programs

Students will also find test registration and preparation information on the Testing Office website, along with direct links to all the major testing companies and other related web pages. For more information, students should visit www.testingoffice.msu.edu or call 517/355-8385.

Student Veterans Information

Military-connected students, those who are active duty, National Guard, Reserves, veterans, and their families, can access resources available to them through the Student Veterans Resource Center (SVRC) at MSU. The SVRC promotes the educational, career and personal advancement of military-connected students by connecting them to on-and off-campus resources. More information is available at veterans.msu.edu or by calling 517/884-5973.

Sexual Assault Program

The Sexual Assault Program provides immediate assistance to those who have been impacted by sexual violence. 24-Hour Crisis Intervention, Advocacy and Support, Counseling, and Outreach and Education Programming. Contact the 24-Hour Sexual Assault Hotline at 517/372-6666, Sexual Assault Information and Resources at 517/355-3551. Visit endrape.msu.edu for more information.

Student Life-Sexual Assault and Relationship Violence Prevention Program (SARV)

The mandatory prevention workshop is for all incoming first year students. The program offers a forum for students to engage in conversation and be educated about college social life and allows these students to become active members in keeping the Michigan State community safe. Workshops offer ways in which men and women can become active bystanders in the prevention of sexual violence to themselves, friends and peers. For more information contact 517/355-8286; studentlife.msu.edu/sarv.

Women's Resource Center

The Women's Resource Center is committed to creating and implementing strategies that promote the status of women by providing a supportive climate that enables all to become full and active participants in the development of policy, decision making, and the achievement of equity. The Center serves the interests of students, faculty, and staff with informative programs, newsletters, and literary and video resources and acts in a coordinating role for education relative to social justice and gender related issues and concerns. The Center is located in 332 Union Building. Contact the Center at 517/353-1635, wrc@msu.edu, or visit www.wrc.msu.edu.

Office of Cultural & Academic Transitions

The Office of Cultural and Academic Transitions (OCAT) constructs supportive cultural, social and educational communities that actively involve students in learning. OCAT supports individual students in their navigation of cross-cultural encounters, and in their own understanding, exploration and development of cultural identity. Student-to-student interaction is the key to benefiting from diversity, and OCAT strives to bring together individuals as well as groups of students from diverse racial, ethnic, international, and domestic backgrounds for meaningful interactions. OCAT is located in 339 Student Services Building. Students can also contact 517/353-7745 or visit www.ocat.msu.edu.

Mosaic: Multicultural Unity Center

The Multicultural Unity Center, located on the 2nd floor of the Union, offers space for student meetings and events, computers and printers for student use, CORES offices, a lounge, and other resources. More information is available by calling 517/432-7153 or visit <http://mosaic.msu.edu>.

Lesbian, Bisexual, Gay, Transgender (LBGT) Resource Center

The LBGT Resource Center leads and collaborates on university-wide initiatives that enhance campus climate and support services for MSU students who identify as lesbian, bisexual, gay, transgender, and their communities at Michigan State University. The Center serves the entire campus community by helping all students, faculty & staff thrive in a diverse world by developing allies across difference. Visit the Center in 302 Student Services Building, call 517/353-9520, email lbgtrc@msu.edu or visit lbgtrc.msu.edu.

HEALTH, WELLNESS & SAFETY AT MICHIGAN STATE

Health Promotion

Our Mission: Promote health through meaningful engagement with our community so as to increase their capacity to be successful students and citizens.

Nutrition

- Individual Counseling 517.353.4660
- Spartan Body Pride RSO*

SPARTANfit

- Fitness Assessments 517.353.7868
- Wellness Coaching 517.353.7868

Sexual Health

- Anonymous HIV Counseling and Testing 517.353.4660
- In Your Face Theatre Troupe RSO*

Alcohol, Tobacco and Other Drugs (ATOD)

- Educational Counseling and Support 517.884.6598
- Collegiate Recovery Community 517.353.5564

The Health Promotion department offers individual consultations, programs, and presentations on a variety of health topics designed to educate, engage, and inspire students.

olin.msu.edu/healthpromo

*RSO: Registered Student Organization

Health Services

MSU Student Health Services (MSU-SHS)

MSU Student Health Services is a member of the MSU HealthTeam and is accredited by the Joint Commission.

Olin Health Center is located on East Circle Drive and backs up to Grand River Avenue at Division Street. Primary care clinical services are also available at Holden, Hubbard, McDonel and Brody Halls. Appointments are required and can often be made for the same day medical treatment is requested. Students should call 517/353-4660.

Hours

Olin is open year-round. Hours vary for specific services and the residence hall clinics. Visit olin.msu.edu for a full listing of current hours.

Contacting Student Health Services

Main Telephone:	517/884-OLIN (6546)
Appointments:	517/353-4660
Health Promotion:	517/353-0718
Phone Information Nurse:	517/353-5557
Email:	olin@msu.edu
Website:	olin.msu.edu

Clinical Services

- Primary Care
- Physical Therapy
- Immunization & Allergy Injections
- Psychiatry
- Sports Medicine
- Women's Health

Clinical Support Services at Olin Health Center

- Laboratory
- Radiology
- Pharmacy: full service on-site pharmacy, online refills, on-campus deliveries
- State of Relaxation: Massage, Reiki, and Reflexology services and Koru mindfulness meditation classes
- Health Promotion (see page 57)
- 24 Hour Phone Information Nurse
- Courtesy Van

Eligibility and Billing Information

MSU students and their spouses are eligible to use MSU Student Health Services. The first three medical office visits of each academic year are prepaid for enrolled MSU students. Students also receive their first three Psychiatry visits at no charge (lifetime, not annually).

Student Health Services charges for most services at Olin and in the Neighborhood clinics. Most charges are similar to what is charged in the community. MSU-SHS will bill for the fourth and subsequent visits, as well as for other services. SHS will bill most insurance companies, and bill patients for costs not covered by insurance.

Insurance Plan Information

Students and their spouses are encouraged to secure health insurance coverage. SHS participates with traditional Michigan Blue Cross/Blue Shield, PHP for urgent medical services, and the MSU Student Insurance Plan. Other plans may pay out-of-network coverage rates for medically necessary services. It is recommended that students contact their insurance company to determine what services will and won't be covered while they are in the East Lansing area.

The MSU Student Insurance Plan is offered through MSU Human Resources (see page 60). For additional details visit www.hr.msu.edu/benefits/student_insurance/.

MSU HealthTeam

The MSU HealthTeam is affiliated with the Colleges of Human Medicine, Osteopathic Medicine, Nursing and Student Health Services, providing both primary and specialty care to residents in the mid-Michigan area. The HealthTeam is comprised of over 250 providers from 14 clinical departments, as well as many allied health professionals such as nurses, nurse practitioners, psychologists, social workers, therapists and nutritionists.

Locations

MSU HealthTeam has 22 clinic locations throughout the greater Lansing area. The largest clinical practice site is the MSU Clinical Center, located on Service Road on the MSU campus. This site offers multiple primary and specialty clinics, as well as a pharmacy, laboratory and radiology services. The Clinical Center and other practice locations are accessible by bus and have convenient parking.

Clinical Services

- Primary Care (Family Medicine/Internal Medicine/Pediatrics)
- Subspecialty Internal Medicine (Cardiology, Endocrinology, Geriatrics, Hematology/Oncology, Infectious Disease, Occupational Health, Pulmonology)
- General Surgery/Trauma Surgery
- Obstetrics/Gynecology
- Subspecialty Obstetrics and Gynecology (Genetics, Reproductive Endocrinology)
- Occupational Therapy
- Orthopedic Surgery
- Osteopathic Manipulative Medicine
- Subspecialty Pediatrics (Endocrinology, Genetics, Hematology/Oncology, Infectious Disease, Neonatology, Pulmonology, Psychology, Rheumatology)
- Physical Medicine and Rehabilitation
- Physical Therapy
- Plastic Surgery
- Psychiatry (Adult, Child and Adolescent, Geriatric)
- Neurology and Neuro-Ophthalmology
- Sports Medicine
- Urology

Clinical Support Services

- Radiology (x-ray, ultrasound, CT, MRI, PET)
- Pharmacy: full service on-site pharmacy at the Clinical Center and Olin Health Center, online refills, on-campus deliveries

Hours

Hours vary by practice location. See the website for a full listing of hours.

Contacting MSU HealthTeam

General Information Telephone:	517/353-3000
Toll Free:	800/353-3464
Website:	www.healthteam.msu.edu

Eligibility and Billing Information

The medical practices of the MSU HealthTeam are open to the public. Most types of insurance are accepted. Payment is due at the time services are rendered. If a patient is unable to pay at the time of service, a patient accounts representative will set up a payment arrangement.

Student Health Insurance

Student Health Insurance

All students should be covered by a health insurance plan. Michigan State University offers a plan through Blue Care Network (BCN) of Michigan. Following is basic information about the plan. Students should contact MSU Human Resources at 517/353-4434 or email SolutionsCenter@hr.msu.edu for more information. The website is: https://www.hr.msu.edu/benefits/student_insurance/index.htm.

Eligibility

- Undergraduate/Lifelong students with 1 or more credits
- Registered International Students (automatically enrolled)
- Registered Medical Students (automatically enrolled)
- Graduate Assistants (paid by MSU and automatically enrolled in GA Health Plan)
- Graduate Students enrolled in a degree program
- Eligible (spouse/domestic partner/other eligible individuals and children or stepchildren)/dependents of students enrolled in the plan

Student Health Plan Coverage Highlights

Note: This plan attempts to balance benefit levels and affordability of premiums. Out-of-pocket expenses should be anticipated.

- Coverage available from August 15 through August 14 of the next year.
- UNLIMITED annual maximum benefit per accident/illness.
- MSU Student Health Services/Olin is the gatekeeper for students and spouses. If within 45 miles of the MSU East Lansing campus, all medical treatment **MUST** begin at the MSU Student Health Services/Olin (except medical emergencies, maternity, and mental health). An MSU Student Health Services/Olin referral is required for any additional payment to be paid for services outside of MSU Student Health Services. Referral must be renewed each policy year.
- \$7.50 generic prescription co-pay (\$15 Brand Name).
- \$150 per member (\$300/family) In Network annual deductible with the plan paying 90% of the negotiated charges. Note: Deductible waived at MSU Student Health Services.
- \$300 (\$600/family) Out-of-network annual deductible, with benefits paid at 70% of reasonable and customary.
- \$100 Emergency Room co-pay (waived if admitted). Note: Emergency room charges are also subject to the annual deductible and co-pay.
- Preventive services (as defined by the Affordable Care Act) covered 100%.
- Inpatient and Outpatient Mental Health Coverage- copay, coinsurance and/or deductible may apply.
- NO PRE-EXISTING CONDITION EXCLUSIONS!
- *If MSU Student Health Services/Olin is closed, students may seek non-emergency treatment at:*

Redi-Care

1881 W Grand River Ave., Okemos, MI
517/339-2100

Lansing Urgent Care

505 North Clippert Street, Lansing, MI
517/333-9200
2289 Grand River Ave, Okemos

Red Cedar Valley Medicine

6110 North Abbott, East Lansing, MI
517/332-5342

Please Note: Any necessary follow-up care from an Urgent Care facility must begin at MSU Student Health Services/Olin.

For more information, please visit https://www.hr.msu.edu/benefits/student_insurance/index.htm

Immunization

Immunization Policy

MSU policy requires that all incoming first-year students fill out the web-based immunization form online, report their immunization status, and update it as it changes. It is strongly recommended, but not required, that students are current for the recommended vaccines for the young adult age groups discussed below. Students should have had all childhood immunizations required by schools in the U.S., such as measles/mumps/rubella (MMR), polio, and tetanus series. MSU recommendations are consistent with those provided by the Centers for Disease Control.

Vaccines Recommended for Teens and College Students

- **Hepatitis B:** A one-time series of three doses of vaccine.
- **Tetanus/Diphtheria/Pertussis Booster (Tdap):** At age 11 or later, a booster of tetanus and diphtheria vaccine is recommended every 10 years thereafter. There have been recent outbreaks of Whooping Cough (Pertussis) and the disease is on the rise in Michigan and elsewhere in the U.S.
- **Meningococcal ACWY:** One dose at age 11 or 12 and a booster at age 16, doses should be at least 2 months apart.
- **Meningococcal B:** One series of vaccines at age 16 through 23 is recommended, vaccination at age 16 through 18 years is preferred.
- **Varicella (Chickenpox):** A one-time series of two doses of vaccine for anyone who has not had chickenpox disease or previous vaccination.
- **Measles/Mumps/Rubella (MMR):** A series of two doses of vaccine on or after the first birthday is recommended.
- **Influenza:** Vaccination yearly in the fall. Recommended for everyone over age 6 months who does not have a contraindication and especially for young people with certain health risks, such as asthma or any chronic disease.
- **Hepatitis A:** A series of two doses of vaccine for some adults with certain health conditions or occupations. Students may want to consider this if they plan to have an international travel experience.
- **Human Papilloma Virus Vaccine (for women and men):** A series of three doses of vaccine for prevention of cervical cancer and genital warts.
- **Pneumococcal polysaccharide (PPV):** A one-dose of vaccine for those under the age of 65 who have any of the following conditions:
 - Long term health problems, such as: asthma, heart disease, lung disease, sickle cell disease, alcoholism, cirrhosis, leaks of cerebrospinal fluid, or cochlear implant.
 - A disease or condition that lowers the body's resistance to infection, such as: Hodgkin's disease/lymphoma or leukemia, kidney failure, multiple myeloma, nephritic syndrome, HIV infection or AIDS, damaged spleen, or no spleen, organ transplant.
 - Is taking a drug or treatment that lowers the body's resistance to infection, such as: long-term steroids, certain cancer drugs, radiation therapy.
 - Is a smoker.

Vaccines are available from the MSU Student Health Center for a fee, from most county health departments, or from personal physicians. Some of the vaccines at the county health department are offered at reduced or no cost. Health insurance may pay for some of the immunizations, as well. Students may want to check with their health insurance carrier to see if they do cover part of these costs. For questions about the policy, its requirements and recommendations, students may call the Office of the University Physician at 517/353-9101 or visit the website at uphys.msu.edu.

For further details about recommended vaccines, students can go to:
www.cdc.gov/vaccines/who/teens/index.html

Counseling Center

Counseling Center

The Counseling Center offers time-limited personal and psychological counseling to enrolled MSU students. Programs include individual and group counseling, academic and psychological testing, multicultural issues, substance abuse assessment, and sexual assault crisis and safety education. Any student registered for one or more credits is eligible for consultation or an initial assessment interview. As resources permit, additional services and/or referrals may be provided.

The MSU Counseling Center embraces a multicultural framework for all of its services and is committed to cultural competency as an integral part of the training and continuing education of its support and professional staff.

Office Hours and Appointment Information

Office hours are Monday through Tuesday, 8:00 am - 7:00 pm and Wednesday through Friday, 8:00 am - 5:00 pm. For further information, or to talk with a counselor, students should call 517/355-8270. The Counseling Center website is www.counseling.msu.edu, and students can also find the Counseling Center on Facebook and Twitter.

Personal and Career Counseling

One-on-one counseling services include personal psychological counseling in areas such as depression, suicidal thoughts and behaviors, sexual assault and other forms of psychological trauma (see Sexual Assault Program below), parental separation and divorce, substance abuse, phobias, stress, relationship issues, identity issues, self-realization, interpersonal conflicts, lesbian/bi/gay/transgender issues, and general developmental issues.

Groups

In addition to one-on-one counseling sessions, the Center offers group counseling in a variety of educational or counseling groups each semester, many dealing with specific issues such as self-esteem, coping with loss, and stress management. Participants in counseling groups benefit from the mutual support and learning that occurs from interaction with others who have similar concerns. Sessions may include practical strategies to deal with the issue involved.

In the past, group topics have included overcoming depression, managing test stress, psychological health and self-esteem for LGBT-identified students, interpersonal relationships, Adult Children of Alcoholics (ACOA), overcoming chemical dependency, and mindfulness and relaxation training. The Center has also offered group counseling sessions addressing issues of special concern to students of color.

The Sexual Assault Program

The MSU Sexual Assault Program provides crisis intervention, counseling and advocacy services to individuals who have been impacted by sexual assault. Services include a 24-hour Sexual Assault Crisis Line, medical advocacy, institutional advocacy, legal advocacy, individual therapy, and group therapy.

The Sexual Assault Program also provides outreach, training, and educational programming for the MSU community. Topics include Rape 101, Myths & Facts, Bystander Intervention, Rape Culture, Common Responses to Trauma, Alcohol & Drug Facilitated Sexual Assault, and Perpetrator Dynamics. Programs are available upon request and are designed for the classroom, residence halls, fraternities/sororities, staff, and academic units. Student volunteer and internship opportunities are available through the MSU Sexual Assault Program as well.

24-Hour Sexual Assault Crisis Line: 517/372-6666

Sexual Assault Program Office: 517/355-3551

Website: www.endrape.msu.edu

Substance Abuse Recovery

Counseling Center counselors identify problems relating to the use of alcohol or other drugs and work with students in recovery. Individualized assessments, counseling, referrals, and groups are available.

Campus Safety

The MSU/East Lansing area is relatively safe. However, students may want to invest in Homeowner's or Renter's Insurance. It is important to use common sense regarding safety and security issues. Students should:

- Not walk alone at night
- Not keep large sums of money in their rooms
- Always lock their room doors when they leave

The MSU Police Department (MSUPD), MSU's police force, is a 24-hour full-time agency. MSUPD is very active in maintaining the safety of the University community. Students can visit MSUPD at www.police.msu.edu.

Safety

The campus is safe for women as well as for men. Students should use common sense and street smarts while walking on campus as they would anywhere else. Some campus safety precautions include over 200 "Green Light" telephones which have emergency call buttons and ring directly into the Ingham County 9-1-1 Central Dispatch Center, lighted walkways throughout campus, fully operational 24 hour campus police station, and evening transportation available through Capital Area Transportation Authority (CATA) to pick up students.

MSU Safe Place

MSU Safe Place provides community educational programs, shelter, support and advocacy services for those who have experienced relationship violence. For more information please call 517/355-1100 ext. 2, noabuse@msu.edu or www.msu.edu/~safe.

Vehicle Lock-Out

Students who lock their keys in their car should call a local towing company. "Lock-out" fees are approximately \$45. Students are advised to contact their auto insurance company to verify services provided under their insurance plan.

Property Security

It is safe to bring expensive items to campus as long as students take the proper precautions to secure their valuables. Students are encouraged to register their bikes online at www.police.msu.edu, engrave all valuable merchandise with their driver's license number and **always** lock their door. Students and parents should also keep track of serial numbers to help recover items in the event of a larceny. See page 51 in this publication for information about bicycle security.

Alcohol and Drug Policy

No one under 21 is permitted to consume, possess or distribute alcohol in accordance with Michigan State Law. The use of alcoholic beverages is prohibited in classrooms, lecture halls, laboratories and within buildings or arenas where athletic events and concerts are held. Illegal drugs are not permitted at Michigan State under any circumstances. Students who violate MSU's alcohol and/or drug policy will face both legal repercussions and University repercussions. MSU takes pride in its reputation for outstanding academic and athletic achievement. Like any other college campus, however, some individuals choose to use drugs and alcohol, which jeopardize both their ability to succeed academically and the university's reputation. The University's rules prohibiting the possession or use of illegal drugs include medical marijuana, which remains an illegal drug under federal law.

Campus Security & Crime Awareness Information

Because Michigan State University is concerned with campus safety and the well-being of students, staff, faculty and visitors, it annually distributes to the campus community information related to security issues, crime statistics and educational efforts related to health and safety risks. This information includes:

- Campus policies related to sexual harassment and assault and drugs and alcohol, including penalties for violations of those policies.
- Phone numbers of police agencies, campus ride services, counseling and education resources.
- Information on educational programs on crime prevention, safety, sexual harassment and assault, alcohol and drugs.
- Suggestions for safety awareness on campus.
- Information concerning campus security and access to campus facilities.
- The annual compilation of crime statistics.

Students and parents interested in receiving this information should contact Student Life at 517/432-2471 or email stulife@msu.edu.

Michigan State University Police

Michigan State University Police Department

The Michigan State University Police Department was established in 1928. It currently has 114 full-time employees; 84 are positions for police officers. Pursuant to Michigan Public Act 120 of 1990 and Michigan State University Ordinances 4.0 and 5.0, the MSU Police Department has law enforcement authority over all property governed by the Michigan State University Board of Trustees.

MSU Police officers are required to have a bachelor's degree and to complete the training course required of all police officers in Michigan. MSU Police officers are commissioned under state law and are also deputized. They have authority to carry firearms and are empowered to make arrests.

The duties of the MSU Police Department employees include police and investigative services, access control, emergency management, fire safety, parking services, special events management, and traffic engineering on campus. The Police Department also provides coordinated communication to all areas of the campus in the event of natural disasters or criminal activity that may endanger students and staff, and conducts educational programs on crime reporting and safety.

All criminal incidents occurring on campus are investigated by the MSU Police. A cooperative relationship is maintained with other local, county and state police agencies. This cooperation includes multi-jurisdictional investigations, special events coordination and joint training programs.

Community Policing, a philosophy adopted in 1987, represents a shift from detached or "neutral" policing to close personal involvement between the officers and the community within a specified geographical area. Each Neighborhood and the University Apartment areas have a mini-station with a full-time community team police officer assigned to work directly with students and University housing groups to rapidly disseminate information and to assist in preventing criminal activity.

Our Community Police Teams utilize a proactive approach to collaborate with our community to develop strategies to reduce crime. Furthermore, they actively use technology to predict and limit emerging threats, thus reducing our community's exposure to danger. Additionally, the Community Police Teams strive to reduce crime in their areas by conducting sexual assault and personal safety seminars aimed at risk avoidance and crime prevention. These seminars are regularly scheduled in the residence halls and may be requested by groups at any time by contacting the Community Team Policing Coordinator.

Emergency Management is considered a high priority and the MSU Police Department has four Professional Emergency Managers. Emergency plans, training and response for the University are continually being reviewed and updated. Crime Scene Investigators are cross-trained in Hazardous Materials response and work closely with the East Lansing Fire Department and MSU Environmental Health and Safety Office.

In the event of a fire, first-response fire fighting service is provided through the East Lansing Fire Department. A full-service fire station is located on campus, south of the Munn Ice Arena. All buildings on campus have fire alarm systems and accessible fire extinguishers, and many have smoke detection and automatic sprinkler systems.

For medical emergencies, on-campus clinics and four area hospitals provide professional help to our community. The East Lansing Fire Department operates a full paramedic rescue unit from the campus station.

For reporting purposes, the MSU Police operate an enhanced 911 system for all campus telephones. This system displays the caller's number and location to the Ingham County 9-1-1 Central Dispatch Center.

The Michigan State University Police Department is committed to courtesy and excellence. In keeping with this goal, our community's safety is first and foremost. However, the MSU Police Department itself cannot provide total isolation from crime. Each member of the community must accept responsibility for themselves and be conscious of their environment for their protection as well as the protection of others.

Emergency Management

General Emergency Management

Michigan State University has an extensive set of emergency management protocols and published community safety information pertinent to emergency situations. There is an active emergency management process for organizing efforts to mitigate, prepare for, respond to, and recover from a variety of hazards. More detailed information about the emergency management process is available at www.police.msu.edu.

Emergency Police Response

MSU is proactive in training all police officers and the community for emergency preparedness, response, and recovery. Two special police response units may be called into action in the event of an active violence encounter.

Active Violence Incident (AVI)

- All MSU police officers and mutual aid agencies are trained in this protocol
- Uses rapid response, national best practice protocol to stop the threat from someone committing a violent act
- Calls for first responding officers to enter a facility in an active violence situation
- Allows action to be taken until a tactical team (see right) arrives

Ingham Regional Special Response Team (IRSRT)

- MSU is a member of the local tactical team
- SRT uses scenario-based training
- SRT can activate a full variety of resources to assess and respond to a situation in which someone is threatening the community
- SRT requires a minimal period of time to activate, equip, and arrive on scene

Emergency Response

To increase personal safety and the effectiveness of emergency response, students should become familiar with certain information. It is important that students understand the reasons to evacuate a building i.e., fire; explosion or threat of explosives, only when directed by emergency personnel (police/fire); some hazardous materials emergencies; or at any time when directed by emergency personnel. Students should understand that there may be circumstances that will require staying within their building, known as sheltering in place i.e., a threat of or exposure to chemicals, biological agents, radiological items or criminal incidents, or when directed by emergency personnel during a crime in progress, such as active violence or civil disorder. Students should stay secure in place until an all-clear signal is given via radio/TV, Connect-ED, phone calls, text message or by emergency response personnel.

Emergency Operations Center

In an emergency, the Chief of Police has the duty and authority to activate the Emergency Operations Center (EOC). This center is located in a secure location and is designed to coordinate resources for university-wide response and recovery. During an emergency, the EOC involves over 40 representatives from all areas and disciplines throughout the university to provide a coordinated planning center for handling events.

Emergency Operations Plan

In any disaster or emergency, no one entity can properly manage and control the event without assistance from other resources. The University operates and utilizes an Emergency Operations Plan for all hazards that can strike the campus. In addition, the University has an Emergency Management Ordinance that allows for the physical control of areas of concern.

Individual Preparedness and Action

The members of the MSU community can do a great deal to promote safety, reduce risk, and enhance the effectiveness of emergency response. Students, faculty and staff observations and willingness to act quickly can help the police to apprehend suspects, prevent crimes, and possibly prevent someone from getting hurt. Familiarizing themselves with what to do in various emergency situations can also make students safer.

Emergency Management

Resources Involved in Emergency/Disaster Response

Emergency Operations Center (EOC)

- Coordinates all resources
- Includes members from the surrounding community as appropriate to assist

MSU Counseling Center and Associated Units

- Provides grief counseling, critical incident stress management, and associated care to community

Division of Communications and Brand Strategy

- Provides timely information to media and instructions to community

Crime Scene Investigation (CSI)

- Trained personnel within the police department gather evidence for case management and prosecution of offenders
- Personnel are cross-trained in hazardous materials incidents

Investigations Unit

- Coordinates all local, state, and federal assets to effectively investigate and prosecute those responsible

Communication and Community Alert and Notification

Communication during an emergency situation is critical to its management. Michigan State University is committed to the safety and security of students, faculty, staff, and visitors. MSU has partnered with Blackboard Connect-Ed to provide time-sensitive notifications to the community. Through exclusive partnerships with telephone and wireless service providers, MSU will be able to call, email, and send text messages quickly and easily. All students are automatically registered and may be contacted via their MSU directory information and designated SMS capable device. Students should take the time to check alert.msu.edu to designate the best methods in which they may be reached during an emergency. Parents may sign up as guest users at this website as well. MSU has a variety of ways to communicate with diverse populations.

Residence Halls

- Green Light Phones Public Address
- Video messaging to all televisions in the Engagement Centers

Public Address

- Campus Cable TV Network Messages

Radios

- Radio networks that can be linked across campus

MSU Alert at 517/432-5378 or 888/678-2537

- A phone line that provides access to prerecorded messages

Media

- Connections with all major media outlets to provide notification
- Coordinated through University Relations
- Includes Residence and Hospitality Service systems

Phone Trees

- Many facilities also have proactively created phone lists to make personal notification of issues.

Sirens

- Used to alert the community of severe weather warnings



TECHNOLOGY AT MICHIGAN STATE

Resources for Students

- Technology Resources - tech.msu.edu
- Technology Help and Support - tech.msu.edu/support/help
- MSU Email - spartanmail.msu.edu
- Office Licenses with Spartan Mail - tech.msu.edu/microsoft
- File Storage - tech.msu.edu/storage
- Printing - print.msu.edu
- Device Registration for Campus Wired and Wi-Fi Networks- dhcp.msu.edu
- Campus Wi-Fi - tech.msu.edu/wireless
- Computer Labs - tech.msu.edu/computerlabs
- Course Management System: D2L - d2l.msu.edu
- MSU Google G Suite for Education - googleapps.msu.edu
- MSU Computer Store - Help and Repair - cstore.msu.edu
- Safe Computing Tips - secureit.msu.edu

Technology Services

MSU offers a wide range of technology services, help, and support for students. A good place to learn about these options is tech.msu.edu/new-students.

Students' MSU NetIDs and passwords give them access to many MSU technology services, including email, file storage, and connecting to the Internet. See netid.msu.edu for more information.

Students can connect to the Internet on camps by registering their computers and mobile devices using DHCP (Dynamic Host Configuration Protocol) at dhcp.msu.edu. Students are responsible for their online activity. See tech.msu.edu/about/guidelines-policies/aup for information about MSU's Acceptable Use Policy for MSU Information Technology Resources.

Help and Support

MSU provides many technology help and support options including self-help articles, phone, walk-in, chat, and email. Information is available at tech.msu.edu/support.

General Computer and Technology Help

For general computer and technology help, students should call 517/432-6200, email ithelp@msu.edu, or visit room 120 in the Computer Center.

Online Course and Library Catalog Help

Distance Learning Services (DLS) provides support for course management systems, as well as help accessing online library resources using MSU's EZ Proxy Service. The DLS Help Desk is available 24/7 at 517/355-2345 or 800/500-1554. Support is also available by emailing reachout@msu.edu.

Library Services

In addition to maintaining several libraries on campus, MSU Libraries provides many resources online. The online catalog describes the Libraries' holdings of millions of volumes of books, bound journals, and government documents, as well as non-print collections including electronic journals, microforms, sound recordings, and maps. Students should visit lib.msu.edu to access the online catalog.

MSU Libraries also provide access to electronic resources, including indexes/databases, online journals and newspapers, electronic books, research guides, and other resources. Students should visit er.lib.msu.edu to access electronic resources.

Guidelines and Policies

MSU has several technology guidelines and policies for responsible use of the MSU network, email services, cloud computing services, and copyrighted files. It is expected that MSU students read, understand, and comply with the laws, policies, and guidelines governing the use of information technology at MSU. See tech.msu.edu/about/guidelines-policies for information about MSU's Acceptable Use Policy along with other MSU guidelines and policies.

MSU's Computer Requirement

All undergraduate students at Michigan State are required to have a computer that can connect to the Internet. MSU does not recommend students rely on a tablet as a primary computer. See tech.msu.edu/about/guidelines-policies/computer-requirement for more information.

Some departments and colleges have additional computer requirements. All students should check with their prospective major college and department to see if they have specific computer requirements.

MSU's Email Communication Notice

Students are expected to read and understand MSU's email communications notice. See tech.msu.edu/about/guidelines-policies/student-email-communications for more information.

MSU's Acceptable Use Policy

Students should read the Acceptable Use Policy for MSU Information Technology Resources at tech.msu.edu/about/guidelines-policies/aup.

Computing Safety

Safe Computing Tips:

- Uninstall file sharing programs.
- Don't share copyrighted music, movies, software, or other files. Use free or paid media services for music, movies, and other copyrighted materials.
- Be cautious about lending your computer or devices to others
- Make sure your computer, mobile devices, and wireless connection are password protected.

Illegal File Sharing

It is a serious violation of MSU's Acceptable Use Policy and federal law for students to share copyrighted files online.

Illegal file sharing and violations can lead to loss of network access, fees, suspension, expulsion, and/or lawsuits. For copyright information, tips, and policies visit secureit.msu.edu/file-copyright.

When MSU receives Digital Millennium Copyright Act (DMCA) complaints from copyright holders, it is required by federal law to ensure that all activity has been stopped. To comply, MSU notifies users involved in the DMCA complaints and disables network access to computers which held the IP address at the time of the infringement.

The owner of the IP address will be charged the following DMCA processing fees: \$50 for second-level complaints and \$75 for third-level complaints. For more information, see tech.msu.edu/about/guidelines-policies/procedures-copyright-infringement.

Protect Yourself Online

Before students connect to the MSU networks, they should follow these safe computing measures:

- 1. Make sure your personal firewall is turned on:** Turning on a personal firewall helps block Internet attacks to students' computers. MSU Computer Store - Computer Help and Repair, in 120 Computer Center, can help set up firewalls.
- 2. Perform regular operating system, software, and app updates:** These updates are important because they often include additional security patches.
- 3. Install antivirus and antispyware.** Also consider anti-malware: Students should schedule daily updates and scans of their computer. Antivirus and antispyware software can be purchased at the MSU Computer Store in 110 Computer Center or online at cstore.msu.edu at an educational discount.
- 4. Upgrade to the latest version of your Internet browser and take advantage of the security features available:** Some browser security features include site pinning, safe browsing, and auto updates. These features can protect against phishing and malware attacks. Investigate the built-in security features on your mobile devices and browser updates.
- 5. Protect your passwords:** Do not share passwords with anyone, including parents or roommates. Students should be suspicious of any emails asking for personal information. Report and delete emails phishing for account numbers, NetIDs, and passwords to protect against identity theft. MSU or other reputable organizations will NEVER send emails requesting a student's NetID/password combination. If students have questions they should call the MSU IT Service Desk at 517/432-6200.

More safe computing information is available at secureit.msu.edu.

Cloud Computing

Students should be aware of the different terms of service for cloud computing sites and services. MSU offers an Education Edition of Google G Suite with improved terms of service at googleapps.msu.edu.

Computing Safety

Social Media

Students can check out the various MSU social media resources available at msu.edu/social.

Students should be smart about what they share publicly through social media outlets and blogs. Students should also be aware of social media privacy settings and use them.

Students need to consider the potential consequences of sharing too much in social media. University faculty, staff, and alumni use social media, too. Evidence of illegal activities may need to be reported to the appropriate authorities.

Questions Students Should Ask Themselves:

- Would I still post this information if it was on a public bulletin board?
- If it was published in the newspaper?
- If I knew a potential employer would see it?
- If I knew my parents would see it?
- If I knew my professors would see it? My advisor? Campus police?

Even if students choose not to use social media, they should consider registering their names, so that no one else can falsely claim their identity.

Longevity of Online Information

Information posted online can follow students around for years to come. This is true even if they remove photos or information. Searches may still pull up some old content and individuals may save old information or have posted it other places online.

Many employers look up job candidates online before making hiring decisions. Students should search for themselves to see what online search results are returned and then adjust online profiles, etc.

Protect Personal Information

It is not wise for students to post their class schedules online, including on Facebook. Not only will people know where students are, but they will know where they are not. Students should take time to consider the potential consequences of posting their whereabouts.

Personal Information Precautions

The following also should not be shared online or in emails with the exception being on a secure site that requires a login.

- Social Security numbers
- Passwords
- Credit card numbers
- Bank account numbers
- Driver's license numbers
- Names, addresses, and phone numbers in conjunction with other personal information



REGISTRATION, BILLING, & FINANCIAL AID AT MICHIGAN STATE

Confidentiality

Communication & Records

According to the Family Educational Rights and Privacy Act (FERPA) and Michigan State University Access to Student Information policy, students enrolled at MSU are the sole guardians of their school records. This means that Michigan State students have access to their records and that others may view them only with the student's express permission. Any correspondence concerning grades, academic honors, or disciplinary actions will be sent directly to the students. Misunderstandings and confusion can be avoided if students and parents are aware that, unlike high school, parents receive little direct correspondence from the University concerning their student's progress. Parents should also note that although they may have guest access for STUINFO, they will not be able to view student grades. Additional information is available at www.reg.msu.edu (click on Family Educational Rights and Privacy (FERPA) under the "Programs and Policies" tab).

Note on Privacy

If students want to restrict release of their personal directory information, they must fill out a Directory Restriction Request online at www.reg.msu.edu (click on "FERPA" under the "Programs and Policies" tab) or in 150 Administration Building.

Enrollment & Registration

Enrollment

Online enrollment is available from 8:00 am to 8:00 pm EST., Monday through Friday, and on weekends from 8:00 am Saturday until 8:00 pm Sunday EST (subject to availability). The enrollment system is not available to returning undergraduate, Agricultural Technology, and Veterinary Technology students while the Academic Orientation Program (AOP) is in progress 6/12/2017-7/24/2017.

- Before enrolling, see your advisor and plan a schedule. Be sure to plan a couple of alternate courses.
- You must know your MSU NetID and password.
- If you wish to enroll in a course subject with enrollment restrictions, contact the teaching department for assistance.
- You can not access the enrollment system until your assigned appointment day/time or after. You can check your appointment time on STUINFO.
- Per the Hold Policy, you will not be allowed to enroll until all holds are cleared. You can check for holds in STUINFO.

7 Steps to Successful Course Enrollment

1. Go to www.schedule.msu.edu and log in using your MSU NetID and password
2. Once logged in, select the 'Schedule Builder' tab
3. Use the drop down menu to select correct semester/year
4. Select the 'Search for Courses' tab
5. On this page use the drop down menus to select the subject and course number you're enrolling for
6. Once selected, you will see one of the following options next to the course:



= course available, select to enroll



= course is closed



= course requires departmental approval for enrollment

7. Repeat steps 5 and 6 to enroll for the remainder of your courses

Once you've successfully enrolled for all your courses, click on the "View Visual and Print Friendly Schedule" link to see a clear layout of your schedule.

Keep in Mind:

- There are usually twenty minutes between classes.
- Make sure you leave room in your schedule for a lunch break.
- Section numbers beginning with a 7 are typically online or study abroad sections.
- You need to be enrolled in at least 12 credits to be considered a full-time student
- Refer to the Academic Calendar for important dates

What's the difference between "enrolled" and "registered"?

Enrolled means the student has selected his/her class schedule through the online enrollment system. Although the class schedule has been reserved, it can be lost if the student does not become registered.

Registered means the Minimum Amount Due shown on the registration bill has been paid, attendance has been confirmed if the Minimum Amount Due is zero, and all Holds listed on the registration bill (if any) have been cleared.

Billing Information

Electronic Billing

All registration bills are available online only in STUINFO. Paper bills are not mailed. Students and any authorized guest(s) will receive an email when a new bill is ready to be viewed. Students may enroll up to 4 authorized guests to view all electronic bills through STUINFO (www.stuinfo.msu.edu).

Billing Dates

Students should refer to the *Billing and Fee Payment Schedule* located at www.ctrl.msu.edu/COSTudentAccounts to determine, based on the date of initial enrollment, when the registration bill will be available electronically on STUINFO. To become registered, students must pay the **Minimum Amount Due** or confirm attendance if no payment is necessary (on STUINFO) by the due date (generally two weeks after the billing date). **Failing to submit the Minimum Amount Due and/or confirming attendance may result in a late registration fee being assessed and/or the students will lose the classes in which they are enrolled.** The **Minimum Amount Due** can be paid over the Internet using an electronic check or credit card (with a convenience fee charge) or by mailing a check or money order. Cash is accepted in the Cashier's Office, 110 Administration Building. If the Minimum Amount Due on the registration bill is \$0.00, **attendance must be confirmed** for the student to become registered. Attendance can be confirmed by using STUINFO on the web; click on the Student Account tab and select the Confirm Attendance item (www.stuinfo.msu.edu).

If a student's class schedule changes after the bill is processed:

- The Minimum Amount Due will be reduced if the schedule changes have reduced the total cost.
- Additional charges will be included on the next monthly bill.
- A revised registration bill **will not** be produced.

Billing Statements

There are two types of billing statements:

1. Registration Bill

This is the first bill of the semester. The words **Registration Bill** will appear on the top of the bill. This bill should contain the charges for the entire semester based on the class schedule in effect at the time the billing statement was produced. Included on the bill is a **Payment Plan Option**, which allows students to pay the bill in 3 installments. (Payment plan fee and interest will apply)

2. Monthly Bill

If students elected the **Deferred Payment Plan**, a monthly bill will be available by the middle of the month and due the **first business day of the following month** (i.e., for Fall, October 1 and November 1; for Spring, February 1 and March 1, etc.). Students will also receive a monthly bill for additional charges for added classes, meal plan changes and other new charges.

There is a 100% refund of tuition for credits dropped through the first quarter of the semester. **After that, there is no refund. Late Payment Fee: A late payment fee of \$25 is charged monthly on past-due balances.** First Quarter end dates for full session courses are:

Fall Semester	September 25, 2017
Spring Semester	February 2, 2018
Summer Sessions	Click on the section number in the Schedule of Courses for refund dates

*For course sections numbered 301-399 and 701-799 click on the section number in Schedule of Courses for important dates and deadlines.

Students Receiving Financial Aid

The bill reflects any actual or anticipated financial aid awarded at the time the bill is processed, except for Student Employment or College Work-Study awards, which must be earned by part-time work during the academic year. If students have a National Merit or Achievement Scholarship award, checks generally arrive the second full week of classes and will automatically be paid to the account. Other private scholarship or loan funds are disbursed to students according to instructions from the donor or lender. Federal Loans are paid directly to the students' account once they accept their loan and complete a master promissory note through the Office of Financial Aid.

Fee Payment

Note: Rates are for Fall 2016

Credit-Hour Fees

Michigan Resident

Lower-Division (freshman & sophomore)
\$468.75 per credit hour

Upper-Division (junior & senior)
\$523.25 per credit hour

Out-of-State Student

Lower-Division (freshman & sophomore)
\$1,263.00 per credit hour

Upper-Division (junior & senior)
\$1,302.75 per credit hour

Additional Fees

Student Taxes

Assessed each semester for all students.

The State News (campus newspaper)
\$5.00 For all students enrolling for 6 or more credits.

ASMSU (student government)
\$18.00 For all undergraduate students enrolled at MSU.

FM Radio
\$3.00 For all students enrolled at MSU.

Engineering Program Fee

Assessed each semester to upper-division undergraduate students majoring in Engineering.
\$645.00 For students enrolling for more than 4 credits.
\$387.00 For students enrolling for 4 credits or less.

Science & Technology and Health Sciences Intensive Majors Fee

Assessed each semester to upper-division undergraduate students in certain majors.
\$100.00 For students enrolling for more than 4 credits.
\$50.00 For students enrolling for 4 credits or less.

Broad College of Business Fee

Assessed each semester to upper-division undergraduate students in certain majors.
\$218.00 For students enrolling for more than 4 credits.
\$109.00 For students enrolling for 4 credits or less.

Example

A lower-division student (freshman or sophomore) who plans to carry a class load of 15 credit hours and live in a residence hall with the silver meal plan will pay the following fees (based on Fall 2016 rates):

	Michigan Resident	Out-Of-State Resident
Tuition	7,031.25	\$18,945.00
State News, ASMSU and FM Radio Tax	26.00	26.00
Sub-total:	\$7,057.25	\$18,971.00
Add:		
Residence Hall Room and Board	\$4,867.00	\$4,867.00
Housing Association Dues and Movie Tax	25.00	25.00
Total:	\$11,949.25	\$23,863.00

Commuter Students:

Deduct the amount for residence hall room and board and taxes from the total for Michigan residents. The total amount owed for the semester will be \$7,057.25

IMPORTANT INFORMATION

For updated fee payment information, go to
www.ctrlr.msu.edu/COStudentAccounts

Payment Plan

A deferred payment plan (i.e., paying fees in installments instead of paying the total amount at one time) for paying tuition and related fees is available to all students. Deferment of university residence hall (room and board) charges is available *only* to students living on campus. Students can **delay paying a part** of their **Tuition** and **Campus Living Services charges** if they desire.

- 50% of **tuition** and related fees can be deferred
- 66% of **Campus Living Services charges** can be deferred
- There is a 7.9% annual per month interest charge on deferred tuition and related fees
- There is a \$10.00 per semester fee for deferring tuition and/or housing charges

Using the Fall 2016 rates listed on the previous page, a Michigan resident's bill for fall semester would be calculated as follows:

	Living On-Campus	Living Off-Campus
Tuition and related fees (15 credits, lower division)	\$7,031.25	\$7,031.25
Student Taxes	51.00	26.00
Residence hall room & board	<u>4,867.00</u>	<u>-</u>
<i>Total semester charges</i>	11,949.25	7,057.25
Less: The deferrable amount		
50% tuition & fees	3,515.63	3,515.63
66% housing	<u>3,212.22</u>	<u>-</u>
<i>Total amount deferred</i>	6,727.85	3,515.63
Minimum Amount Due (MAD) to become a registered student:	= \$5,221.40	= \$3,541.62
Deferred installments:		
1st installment (due Oct 1)		
1/2 deferred tuition & fees	\$1,757.81	1,757.81
1/2 deferred housing	1,606.11	
Approximate finance charge on tuition & fees	40.33	40.33
Deferment service fee	<u>10.00</u>	<u>10.00</u>
	\$3,414.25	\$1,808.14
2nd installment (due Nov 1)		
Remaining 1/2 deferred tuition & fees	\$1,757.82	\$1,757.82
Remaining 1/2 deferred housing	1,606.11	-
Approximate finance charge on tuition & fees	<u>11.41</u>	<u>11.41</u>
	\$3,375.34	\$1,769.23

This EXAMPLE assumes a registration bill due date of 8/10/17 to calculate deferment finance charges.

Refund of Fees

It is University policy that a full refund will be made for credits dropped through the first quarter of the semester. After that date, no refund will be made. For additional information concerning refund of fees, please refer to www.ctrl.msu.edu/COSStudentAccounts.

If students have questions regarding their bill and live locally (Lansing vicinity), call 517/355-3343. Out of town, call 800/775-4323 (8:00 am - 4:45 pm EST).

The University reserves the right to make necessary changes in these rates.

Billing FAQs

What's the difference between "enrolled" and "registered"?

- **Enrolled:** means the student has selected his/her class schedule through the online enrollment system. Although the class schedule has been reserved, it can be lost if the student does not become registered.
- **Registered:** means the Minimum Amount Due shown on the registration bill has been paid, attendance has been confirmed if the Minimum Amount Due is zero, and all Holds listed on the registration bill (if any) have been cleared.

How does a student and a parent receive the billing statements?

Bills are available electronically only on the Internet in STUINFO (stuinfo.msu.edu), MSU's online student information system. STUINFO is a secured website that can be accessed by all students. Students will receive an email whenever a new bill has been produced. Parents can also receive an email and view bills in STUINFO only if the student authorizes the parent as a guest within STUINFO. If authorized by the student, guests can also make online payments and view financial aid information.

What's the difference between a Registration Bill and a Monthly Bill?

- **Registration bill** - produced only once per semester for each enrolled student. If the Minimum Amount Due is zero, or no payment will be made because financial aid is anticipated to cover the costs, the student **MUST** confirm his/her attendance (in STUINFO) to become a registered student for the semester. If the student does not confirm attendance (or pay at least the Minimum Amount Due and/or clear any Holds) classes will be dropped.
- **Monthly bill** - produced if there are new or unpaid charges on the student account. Failure to pay the Minimum Amount Due on a Monthly Bill will result in a \$25 late fee for each month the charges go unpaid. If the Minimum Amount Due is zero on a Monthly Bill, attendance does not need to be confirmed.

Why must attendance be confirmed if the Minimum Amount Due is zero?

Because students are allowed to enroll or make class reservations many months in advance of the semester starting, confirmation is required. Receipt of a payment confirms intention to attend the semester. If no payment is required, then the student MUST confirm his/her intention to attend the semester by clicking on the Confirm Attendance button when viewing the bill in STUINFO or by selecting the Confirm Attendance menu item in STUINFO. Failure to confirm attendance will result in classes being dropped.

Will a new registration bill be produced if a class is dropped or added or late financial aid is received?

No, revised registration bills are not produced. Either pay the amount on the original bill (and wait for a subsequent monthly bill for the changes), check STUINFO for a revised Minimum Amount Due or call the Student Accounts Office for a revised balance or a revised Minimum Amount Due.

Does the University offer any payment plans?

Yes, MSU offers a deferred payment plan to help students and families finance educational costs. To choose the deferred payment plan, simply pay the Minimum Amount Due or pay at least the Minimum Amount Due but less than the adjusted account balance on the Registration Bill. Deferred amounts are payable in two installments. Plan details are outlined on page 73. For more information, please visit www.ctr.msu.edu/COSStudentAccounts.

Can parents view student account bills?

Yes, each student may authorize up to 4 "guests" to view and pay his/her bills online. Students can sign up authorized guests in STUINFO. Authorized guests will also receive an email whenever a new bill is ready to be viewed.

How can the bill be paid?

Payment can be made electronically by electronic check (from savings or checking) or credit card (VISA, MasterCard, Discover, and American Express) in STUINFO (stuinfo.msu.edu). Payments can also be mailed or paid in person. Paper checks, cashier checks and money orders should be mailed to the address indicated in STUINFO. Please allow 10 days for mail and processing. Always include the student's PID on the check, cashier's check or money order. Payment can also be made in person at the Cashier's Office located in Room 110 of the Administration Building. An inside drop box is conveniently located in the Administration Building directly outside of Room 110 and an outside drop box is available in the circle in front of the Administration Building. Never place cash in the drop boxes. Payments that are sent priority mail, overnight mail, or without a bill coupon should NOT be sent to the PO Box that is listed on the bill coupon, but should be sent to 426 Auditorium Road, Room 140 East Lansing, MI 48824.

Billing FAQs

Are there any fees if payment is made online?

Students and authorized guests can pay online by electronic check without any additional fees. However, there is a convenience fee charge for the use of a credit card. The amount of the fee is based on the payment amount. The online screens will display the convenience fee amount BEFORE the credit card number is entered. After viewing the fee amount, an option is available to cancel the payment before proceeding with entering the credit card number. Once the transaction has been processed, the fee cannot be reversed. Convenience fees are non-refundable.

Is there any way to avoid paying a convenience fee?

The convenience fee is mandatory for all credit card payments processed over the web for payment of Student Account charges. Acceptance of credit cards is an optional customer service provided to anyone who is interested. Students are not required to use this method of payment. They may make an electronic check/ACH payment (automatic debit to their bank account) at no additional charge. MSU students are also welcome to pay the charges on their Student Account with the traditional payment methods of check, money order or cash.

Can multiple students' payments be sent on one check?

No, each account must be paid with a separate check or money order and corresponding bill coupon. Paying multiple accounts with one check or money order will result in the payment being applied to only one account and a possible drop of classes or additional fees charged to the other accounts.

What happens if the bill is not paid on time?

If the Registration bill is not paid by the due date, a \$50 late registration fee may be charged and disenrollment from classes may occur. If the Monthly Bill is not paid by the due date, a \$25 late payment fee will be charged on a monthly basis until the balance has been paid. In addition, interest will continue to accrue on the unpaid tuition balance if there is a tuition deferment. The student will also be held from future enrollment and registration and from obtaining a transcript until the debt has been paid.

Why would a scholarship not show on a bill?

If the scholarship is from a private donor, the student must notify the Office of Financial Aid of the source and amount. This money will be put in the aid package. However, the funds will not be applied to the bill until the check is received from the donor.

How are loans paid to the MSU student account?

If the student has accepted the loan(s) with either a promissory note (first-time borrowers) or completed a web confirmation form (returning students) prior to the billing date, a credit for this loan will appear on the bill as anticipated financial aid. If the student enrolls at least half-time, the loan will disburse (pay) to the account ten days prior to the start of classes. Any excess will be refunded to the student during the week prior to classes.

Why does a federal loan show up as anticipated financial aid on the registration bill?

Loans are always applied as anticipated aid until the student is set to a registered status (paid the minimum or confirmed attendance if no balance is due). Once the student is registered, a loan may still appear as anticipated aid if any of the following are true: if the promissory note has not been returned (first-time borrowers), if the web confirmation form has not been completed (returning students), or if it is more than 10 days prior to the start of class. Federal regulations prohibit actual payment of a loan more than 10 days before classes begin.

Why isn't anticipated financial aid showing on the registration bill for the parent PLUS loan?

A parent PLUS loan will not appear as anticipated financial aid until the Office of Financial Aid has received a signed promissory note from the parent(s) and also received an approval on the credit check from the loan servicer. Credit checks take five to seven business days to process once the signed promissory note has been received.

Additional Questions?

If calling locally, call 517/355-3343. If calling long distance, we offer a toll-free number: 800/775-4323.

Visit our website: www.ctrl.msu.edu/COSTudentAccounts.

Send an email: student.receivables@ctrl.msu.edu.

Ask Sparty: <http://msu.intelliresponse.com/>

Financial Aid

Financial aid is any scholarship, grant, loan, or work-study that students receive to pay educational costs. If students apply for financial aid using the Free Application for Federal Aid (FAFSA), they will receive an award notice informing them of their financial aid offer. The total amount of each type of aid is generally split equally between fall and spring semesters. Students must complete the MSU enrollment process in order to receive their aid. Common types of aid are:

MSU Scholarships/Merit and Achievement Scholarships

Examples are University Scholars Award, Trustee Scholarship, 4-H, Distinguished Freshman Scholarship, Alumni Distinguished Scholarship, Music, and National Merit. These scholarships are credited directly to the student's MSU account.

Pell Grant

Pell is a federal need-based grant program for undergraduate students. The amount of the award is based on full-time enrollment (12 credits) and is reduced if students enroll for fewer credits.

Supplemental Education Opportunity Grant (SEOG)

SEOG is a federal need-based grant for full-time (12 credits) undergraduate students.

MSU Student Aid Grant (SAG)

SAG is a need-based grant for Michigan residents. The amount of the award is based on full-time enrollment (12 credits for undergraduates) and is reduced if students enroll for fewer credits.

Michigan Education Trust (MET)

MET is a pre-paid plan that pays tuition, matriculation fees and the initial admission fee. If students are MET beneficiaries, they must notify the State of their intention to use MET by calling 517/335-4767, 800/638-4543. MET sends MSU a roster of eligible students. A credit for MET appears on the registration bill. For other questions about MET and the MSU bill, students should call the MSU Office of Fees, Sponsored Aid and Fellowships at 517/355-8380.

Private Scholarships

Most private scholarship checks are made out to the student and MSU and both must endorse the check. The scholarship funds are applied to the student's MSU account.

Spartan Advantage

Spartan Advantage is available to Michigan residents who are eligible for the Pell Grant and have exceptional financial need. The program provides grants, scholarships, and work-study to meet a student's basic educational costs.

Direct Student Loans - Subsidized and Unsubsidized

Interest DOES NOT accrue on a SUBSIDIZED loan until students graduate, leave school or drop below half-time enrollment. In these instances there is a one-time grace period of six months. Interest DOES accrue on an UNSUBSIDIZED loan while students are in school, but payment of the interest may be deferred until payment of principal begins. Students may choose to pay interest while in school in order to avoid "paying interest on interest" (capitalizing interest).

Annual loan limits vary (depending on the student's grade level and need): \$5,500 per academic year for a dependent freshman, \$6,500 per academic year for a dependent sophomore and \$7,500 per academic year for a dependent junior or senior. For 2016-2017 the interest rate was 3.76%.

Direct PLUS - Parent Loan for Undergraduate Students

The parent/stepparent of a dependent student who is not in default on any federal education loans and is a US citizen or eligible non-citizen can apply for a PLUS Loan. For 2016-2017 the interest rate was 6.31%.

The borrower must begin repaying both the principal and interest while students are in school. Generally, the first payment is due within 30-60 days after the final loan disbursement for the period of enrollment for which parents borrowed. There is no grace period for these loans. Interest begins to accumulate at the time the first disbursement is made. The parent may request that payment on PLUS loans be deferred until the student is no longer attending at least half-time by contacting the lender. For more information, students and parents can visit www.finaid.msu.edu/plus.asp.

Financial Aid

A Note About Work-Study

Work-study funds are not automatically given to students and they do not appear as a credit on your bill. To earn these funds, students must work in an approved work-study job at MSU and will be paid every two weeks.

Veterans Affairs Benefits

Students eligible to receive benefits from a program administered by the Department of Veterans Affairs should contact the Veterans Certification Team of the Registrar's Office, Room 150 Administration Building, (telephone 517/355-5032) at least 45 days before the start of their first semester at Michigan State University.

Checking Financial Aid in STUINFO

The financial aid option in STUINFO will show students the current status of their financial aid (updated each night). They will be able to tell if their aid is complete or whether additional steps are required to finalize their aid. Just prior to the beginning of a semester, students can see if aid has been applied to their MSU account and if a refund has been mailed to them or credited to their bank account by direct deposit. To access STUINFO, students should log in to stuinfo.msu.edu using their MSU NetID and password. Once in Stulnfo, they should select Financial Aid (Check Your Aid) to view their aid.

Security Questions for Financial Aid

All students who receive financial aid and wish to discuss their private information with the Office of Financial Aid staff by telephone must complete Security Questions in STUINFO. Students must select and supply answers to three security questions.

In addition, if students wish to authorize a parent or other guest to access their records by phone, students must enter the name(s) of these authorized persons and supply the answers to the security questions, as well.

If students or guests are unable to answer the security question when asked, the Office of Financial Aid staff is unable to give any specific information about students' financial aid.

eConsent

In order to access financial aid in Stulnfo to do business electronically with the Office of Financial Aid (OFA). Since electronic processes are faster and more accurate than other means of communication, students must consent.

If students are unable to access STUINFO/eConsent and need to receive paper award letters, they may call OFA and the staff will decline eConsent on their behalf. Whether students accept or decline eConsent, they can change their preferences at any time.

Web Addresses for Financial Aid Processes

Federal Student Aid (FSA) ID Registration www.fsaaid.ed.gov

- FSA ID serves as borrower's identifier to allow borrower access to personal information in various U.S. Department of Education systems

FAFSA on the Web: www.fafsa.gov

- Apply for financial aid
- Application requires FSA ID, available at www.fsaaid.ed.gov

MSU Office of Financial Aid Main Website: www.finaid.msu.edu

- General financial aid information (how to apply, types of aid, etc.)
- Links to other vital websites

MSU Office of Financial Aid "Financial Aid (Check Your Aid)" Website: stuinfo.msu.edu - log in with MSUNet ID and password

- View MSU financial aid awards, status of financial aid record, instructions on action required
- If students are first-time loan borrowers, directs them to the website. Master Promissory Note (requires FSA ID)

MSU Bill Calculator: www.ctr.msu.edu/COSTudentAccounts/TuitionCalculator.aspx

- Use during summer before the bills are produced to calculate the fall bill and financial aid payments

National Student Loan Data System: www.nslds.ed.gov - click on Financial Aid Review

- Requires FSA ID
- View all federal aid received, lender(s)/servicer(s) name and address, outstanding balance on loans, and date loan repayment begins

Electronic Services For Parents

Guest Access

Students can authorize guests to have access to their financial aid information in STUINFO and to receive email notifications about changes in their financial aid status. To sign up a guest, students should:

- 1) Access STUINFO at stuinfo.msu.edu and login
- 2) Select “Manage Guests” from the Other menu
- 3) Complete FERPA Consent by entering your MSU NetID and selecting “Agree”
- 4) Select “Add a Guest”
- 5) Enter a first and last name for the guest
- 6) Enter a complete and accurate email address
- 7) The Guest will receive an email giving them directions on how to create a “Community ID” they can use to log into STUINFO as a guest.

When guests access STUINFO, they can view a student’s name, PID, and financial aid information for any term they select. Guests cannot take any action on the student’s financial aid; they can only look at it.

In addition to STUINFO view access, guests will receive email notifications from the Office of Financial Aid regarding the student’s financial aid status at the same time students receive those notices.

Parent Web Page

We have developed a web page just for parents that can be found at www.finaid.msu.edu/parents.asp. A copy of the Parent Orientation Program Financial Aid Presentation is located here.

Need Money For College?

Initiate a Personal Scholarship Search

Many scholarship opportunities are available, but locating them requires time and effort on the part of the student. Students should:

- Begin in their community, inquiring at organizations where they or their parents are members, employees or volunteers.
- Check with the academic college of their chosen major.
- Conduct an Internet search, which is a fast and easy way to look for college scholarship information.

Recommended Online Search Services

FastWeb (www.fastweb.com)

- FastWeb is a free online scholarship search service available on the Internet. After entering information about background, educational goals, and interests, students are given a list of organizations that offer scholarships for which they may be eligible. Students can also sign up to have updated scholarships entered in their FastWeb “mailbox.”

College Answer (www.collegeanswer.com)

- The College Answer scholarship search is a database of over 600,000 scholarships, grants, and other aid totaling over \$1 billion. As with FastWeb, completion of an online profile sets students up to receive emails on program matches. College Answer is a free service of SallieMae, an educational loan company.

It is important to note that search services provide only preliminary matches. Students must complete any applications and other requirements and meet specific deadlines in order to be considered for most programs. For additional information and other scholarship search resources, students should check out the Office of Financial Aid Web site www.finaid.msu.edu.

Ways to Avoid Becoming the Victim of a Scholarship Scam

Students should not use any scholarship search service that requires a processing fee or requires credit card or bank account numbers. Students should beware of any “scholarship” which requires an application fee. Legitimate scholarship sponsors do not require an application fee. The important thing is that students spend the time, not the money.

Financial Aid FAQs

More Information Available on the MSU Office of Financial Aid (OFA) website, www.finaid.msu.edu

How do students apply for financial aid?

Students must complete the Free Application for Federal Student Aid (FAFSA) and release the data to Michigan State University by filling in MSU's School Code (002290). Students are encouraged to file online at www.fafsa.gov as soon as possible after October 1 for the following fall.

What types of scholarships may students receive?

The OFA does not award scholarships based on merit. OFA awards grants based on need. Simply by applying for admission to MSU, students may be offered a scholarship through the Office of Admissions. However, scholarships from the Office of Admissions, private donors, and MSU departments are included on your financial aid award letter since they are financial resources to assist you in paying for college. Students can begin looking for scholarships as early as their sophomore year in high school. Students should begin in their own hometown, at their high school, clubs, service organizations, or wherever they have demonstrated special talents and hard work. Students should find out if parent's employers offer any educational benefits. Students can expand their search by using web-based scholarship services. More information is available on the OFA website, www.finaid.msu.edu.

Why would students be offered loans but no "financial aid"?

Federal financial aid includes loans, grants, and work subsidy programs. Loans offered to students may be subsidized in part by the federal government, making them more attractive than commercial loans. The ability of students to defer repayment until after they leave school is also a feature not found in most commercial loans. Therefore, student loans are considered financial aid. Federal grant money is reserved for students with high financial need. Middle- to high-income families, therefore, might see little or no federal grant money in their package and may include suggestion to borrow a Federal Parent Plus Loan.

What is the difference between Subsidized and Unsubsidized Federal Direct Student Loans?

A subsidized loan is awarded based upon need. The federal government pays the interest on the loan while students are in school. Only after leaving school does interest begin to accrue. An unsubsidized loan is not based on need. Instead, the limits are determined by the student's grade level and the cost of education minus other aid. Interest begins immediately, and students can elect to pay it as it accrues or have it added to the loan principal to be paid when the loan goes into repayment, generally six months after graduation, withdrawal or a drop below half time status.

What is a Parent (PLUS) Loan and how do parents begin the process of getting the loan?

Parents of dependent students may choose to borrow under the federal PLUS program on behalf of their students. The parents repay the loan, not the students. Repayment begins 30-60 days after the loan is fully disbursed, but can be deferred as long as the student is in school. The PLUS loan limit is the annual cost of education, the "budget" minus other financial assistance. The FAFSA is required. To begin the processing of a PLUS loan, the parent should use the online application on the PLUS web page at www.finaid.msu.edu/plus.asp.

What is an "alternative loan"?

These are loans through private agencies willing to lend to students for educational purposes. They are not based on financial need. Students may want to pursue an alternative loan if additional funding is needed to help meet the cost of education. Depending on the terms of individual lenders, deferment of loan principal may be allowed while students attend school; however, students may be responsible to pay interest while in school. Students must meet a number of criteria to qualify and are subject to a credit check to determine creditworthiness. A creditworthy co-signer may be required.

Which financial aid awards pay for different kinds of educational expenses? For example, does a loan pay for tuition and does a scholarship pay for books?

Most financial aid awards are not designated to pay for specific charges. Aid is applied to the student's MSU student account until all the charges are covered, without regard to the types of charges students have. If students have an award that only pays certain charges (for example, a state or private scholarship), they will be notified of award specifics when the award is made.

If students' parents no longer claim them on their tax form, does this make the students "independent" for financial aid purposes?

No. Whether or not students' parents claim them on their taxes has no bearing on students' status for financial aid.

Financial Aid FAQs

When parents no longer contribute to students' school expenses, how can students change their status to "independent" for financial aid purposes?

Students probably cannot. Dependency for financial aid purposes is defined to include all students who are undergraduates and who

- are under the age of 24
- not married
- not supporting dependents of their own
- not veterans or currently serving in the military on active duty
- not orphans
- not wards of the court
- not legally emancipated
- not in guardianship or homeless

Even if students' parents choose not to help them with school, their income and assets are used to determine how much they could pay, and financial aid eligibility is based upon this information. The only exceptions are when there is a complete breakdown in the parent-child relationship, as might happen in situations involving abuse. If this is the case, students should consult with a financial aid adviser for help in documenting their situation.

Is the Work-Study money students earn applied directly to the bill on their MSU student account?

No. Work-Study simply subsidizes students' earnings at their place of employment. Students will receive a paycheck just as they would at any other job. If they owe money to their MSU student account, they should make payments using these funds.

When will a scholarship be applied to students' accounts?

If students have a scholarship from a private donor, they must notify the OFA of the source and amount. OFA will add the scholarship to their financial aid awards. However, the funds will not be applied to the students' bills until OFA receives the check from the donor.

How are loans paid to MSU student accounts?

If students have completed a promissory note, entrance counseling and accepted their loan(s) prior to the billing date, a credit for the loan(s) will appear on their bill as a "anticipated financial aid." If they enroll for the minimum number of required credits, the loan will disburse (pay) to their account ten days prior to the start of classes. Any excess will be refunded to students during the week prior to classes.

Why would a Federal Loan show up as temporary aid on the registration bill?

This could be because students have not completed a promissory note, or it could be more than ten days prior to the start of classes. Federal regulations prohibit actual payment of a loan more than ten days before classes begin. Thus, most students who enroll and are billed promptly will have a "temporary transaction" on their bills since bills are produced nearly six weeks before the start of classes.

Why isn't a credit showing on the registration bill for a Parent PLUS Loan?

A parent PLUS loan will not appear on the registration bill until the student's parent applies for the loan, completes a Master Promissory Note (MPN) and receives an approved credit check.

Could the dropping or adding of classes affect financial aid?

Yes, financial aid may be affected when class schedules are changed. The student may want to contact the Office of Financial Aid when changing a class schedule and the number of credit hours. For more information on requirements by aid type, refer to the following website, "Effects of Enrollment Changes on Financial Aid" www.ctrlr.msu.edu/COSTudentAccounts.

Spartan Jargon

AED	Advanced Enrollment Deposit	MC	James Madison College
AGI	Adjusted Gross Income	MECCA	Multi-Ethnic Counseling Center Alliance
AL	College of Arts & Letters		
ANR	College of Agriculture and Natural Resources	MEOG	Michigan Educational Opportunity Grant
AOT	Academic Orientation & Transitions	MLC	Math Learning Center
AP	Advanced Placement	MSUFCU	Michigan State University Federal Credit Union
APASO	Asian Pacific American Student Organization	MUS	College of Music
AQAS	Alliance of Queer and Allied Students	NAISO	Native American Indian Student Organization
ASMSU	Associated Students of Michigan State University	NPHC	National PanHellenic Council
ASUS	Academic Standing for Undergraduate Students	NSC	College of Natural Science
AUD	Auditorium	NSSC	Neighborhood Student Success Collaborative
BSA	Black Student Alliance	NUR	College of Nursing
BUS	Eli Broad College of Business	OA	Office of Admissions
		OCAT	Office of Cultural and Academic Transitions
CAS	College of Communication Arts & Sciences	OFA	Office of Financial Aid
CATA	Capital Area Transportation Authority	OHC	Olin Health Center
CD	Community Director	OISS	Office for International Students and Scholars
CEM	Chemistry	ORESA	Office of Racial Ethnic Student Affairs
CFCR	Child and Family Care Resources	OSA	Office of Education Abroad
CHM	College of Human Medicine	OSS	Office of Supportive Services
CIC	Committee on Institutional Cooperation	OST	College of Osteopathic Medicine
CLEP	College Level Examination Program	PAN	Personal Access Number
COGS	Council of Graduate Students	PAN HEL	Pan Hellenic Council
COPS	Council of Progressive Students	PID	Personal Identification Number
CORE	Engineering Cornerstone and Residential Experience	PLUS	Parent Loan for Undergraduate Students
CORES	Council of Racial and Ethnic Students	RA	Resident Assistant
CRU	Cultural Razas de las Unidas	RAA	Religious Advisors Association
CSP	Career Services and Placement	RCAH	Residential College in the Arts and Humanities
CVM	College of Veterinary Medicine	RCPD	Resource Center for Persons with Disabilities
D2L	Desire 2 Learn	RHA	Residence Halls Association
DEGNAV	Degree Navigator	RISE	Residential Initiative on the Study of the Environment
DREW	Charles Drew Science Scholars	RO	Registrar's Office
EDU	College of Education	SAG	Student Aid Grant
EFC	Expected Family Contribution	SAR	Student Aid Report
EGR	College of Engineering	SASS	Student Athlete Support Services
ELC	English Language Center	SEO	Student Employment Office
ESAF	Electronic Student Academic Folder	SEOG	Supplemental Educational Opportunity Grant
FAFSA	Free Application for Federal Student Aid	SIRS	Student Instructional Rating System
GPA	Grade-Point Average	SIS	Student Information System
HM	College of Human Medicine	SL	Student Life
IAH	Integrative Studies in Arts and Humanities	SLC	Service Learning Center
IFC	Interfraternity Council	SOCT	Student's Opinion of Courses and Teaching
IM	Intramural Sports	SSC	College of Social Science
ISB	Integrative Studies in Biological Sciences	STUINFO	Student Information
ISP	Integrative Studies in Physical Sciences	TA	Teaching Assistant
ISS	Integrative Studies in Social, Behavioral, and Economics Sciences	TOEFL	Test of English as a Foreign Language
LB	Lyman Briggs College	TRIO SSS	TRIO Student Support Services
LCC	Lansing Community College	WRAC	Writing, Rhetoric, and American Cultures
LRC	Learning Resources Center	WRC	Women's Resource Center

Buildings

Abbott Hall.....B9
 Abrams Planetarium.....E8
 Administration, Hammah.....C7
 Agriculture Hall.....C7
 Akers Hall.....E11
 Alumni Memorial Chapel.....D9
 Antrak/Greyhound Station.....H4
 Angell.....H4
 Anthony Hall.....E7
 Armstrong Hall.....B2
 Auditorium.....C8
 Bailey Hall.....C3
 Baker Hall.....C9
 Beaumont Tower.....B6
 Beef Cattle Teaching and Research.....O10
 Berkeley Hall.....B8
 Berkowitz Basketball Complex.....D4
 Bessey Hall.....C8
 Biochemistry.....E8
 Biomedical and Physical Sciences.....E8
 Biosystems and Environmental Research and Education Center.....O7
 Botany Field Lab.....R6
 Bott Wing (Life Science Building).....H10
 Breslin Student Events Center.....D4
 Broad Art Museum.....B8
 Brody Hall.....B3
 Bryan Hall.....B2
 Business College Complex.....D9
 Butterfield Hall.....B3
 Cambell Hall.....A6
 Candlewood Suites.....M2
 Case Hall.....E5
 Central School-Child Development Laboratory.....A5
 Central Services.....D6
 Chemistry.....E8
 Chilled Water Plant.....G10
 Chittenden Hall.....A7
 City Center Building.....H10
 Coat Storage.....E5
 College of Law, MSU.....E9
 Communication Arts and Sciences.....E7
 Community Music School, MSU.....E12
 Comparative Oncology.....F10
 Conner Hall.....E11
 Cook Hall.....E11
 Cooling Tower.....G6
 Cowles House.....G6
 Crop and Soil Science Research.....K10
 Cyclotron.....E9
 Dairy Cattle Teaching and Research.....O6
 Daugherty Football Building.....E5
 Delmarin Soccer Stadium.....B4
 Denner Shooting Sports Education and Training Center.....T8
 Demonstration Hall.....C5
 Diagnostic Center for Population and Animal Health.....N9
 Emmons Hall.....C3
 Energy and Automotive Research.....F10
 Engineering.....E7
 Engineering Research.....H10
 Entomology Field Research.....O3
 Eppley Center (Business College Complex).....D9
 Erickson Hall.....D7
 Eustace-Cole Hall.....B7
 Farrah Agricultural Engineering Observatory.....E8
 Fee Hall.....F11

Points of Interest

Old Horticulture.....B8
 Adams Field.....B5
 Olin Health Center.....C7
 Agricultural Exposition Site.....A5
 Allen Woodland.....V11
 Baker Rehabilitation Center.....Y10
 Orem Hall.....D10
 Baker Woodlot and Rajendra Neotropical Migrant Bird Sanctuary.....H8
 Oyer Speech and Hearing.....F7
 Pavilion for Agriculture and Physical Education.....L8
 Livestock Education.....B8
 Pegasus Critical Care.....O11
 Phillips Hall.....C9
 Physical Plant.....F5
 Plant Biology Laboratories.....R5
 Plant and Soil Sciences.....F8
 Plant Science Greenhouse.....F9
 Poultry Teaching and Research.....U9
 Psychology.....D8
 Public Safety.....H11
 Radiology.....H1
 Rafter Hall.....N7
 Recycling Drop-off, MSU.....H7
 Retail Storage.....G2
 Reservoir.....G6
 RHS Information Services.....C2
 River Water Research Center.....H4
 Secchia Stadium.....B4
 Shaw Hall.....B5
 Shaw Lane Power Plant.....D8
 Sheep Barn.....O11
 Sheep Research and Teaching.....P1
 Simon Power Plant.....D5
 Skandalais Football Center.....B4
 Smith Student-Athlete Academic Center.....E5
 Snyder Hall.....E5
 Soil Science Research.....D11
 South Campus Composting Facility.....I2
 Southworth Woodland.....G11
 Spartan Child Development Center.....C7
 Spartan Stadium.....D6
 Spartan Village Community Center.....H1
 Student Services.....B8
 Surplus Store and Recycling Center.....I7
 MSU.....O8
 Swine Research Center.....M7
 Swine Teaching and Research.....O8
 Transportation Services.....G7
 Tree Research.....T12
 Trout Pond Science.....E7
 Union, MSU.....T17
 University Club.....A6
 University Corporate Research Park.....N2
 University Farms Service Center.....N1
 University Village Apartments.....D2
 Urban Planning and Landscape Architecture.....E6
 USDA Avian Disease and Oncology Lab.....J5
 Van Hoosen Hall.....D10
 Veterinary Medical Center.....F10
 Veterinary Research.....L12
 Visitor Welcome Center.....G4
 Welles Hall.....D7
 Wharton Center.....E10
 Williams Hall.....A5
 Willis House.....F5
 Wilson Hall.....E4
 Wonders Hall.....A5
 Yakeley Hall.....A5

Parking Lots

Lot 1.....C9
 Lot 2.....B9
 Lot 3.....B8
 Lot 4.....A7
 Lot 5.....A5
 Lot 6.....C7
 Lot 7.....B7
 Lot 8.....B8
 Lot 9.....C8
 Lot 10.....D7
 Lot 11.....C6
 Lot 12.....D7
 Lot 13.....F6
 Lot 14.....G6
 Lot 15.....E5
 Lot 16.....D6
 Lot 17.....E10
 Lot 18.....F5
 Lot 19.....F5
 Lot 20.....E10
 Lot 21.....E10
 Lot 22.....G3
 Lot 23.....D9
 Lot 24.....D9
 Lot 25.....E9
 Lot 26.....F10
 Lot 27.....E10
 Lot 28.....E10
 Lot 29.....E12
 Lot 30.....F12
 Lot 31.....F12
 Lot 32.....F11
 Lot 33.....F11
 Lot 34.....F10
 Lot 35.....D8
 Lot 36.....E8
 Lot 37.....H6
 Lot 38.....D7
 Lot 39.....E7
 Lot 40.....E7
 Lot 41.....E8
 Lot 42.....E8
 Lot 43.....E8
 Lot 44.....E8
 Lot 45.....E8
 Lot 46.....E8
 Lot 47.....E8
 Lot 48.....E7
 Lot 49.....E7
 Lot 50.....E7
 Lot 51.....E9
 Lot 52.....E9
 Lot 53.....G8
 Lot 54.....G8
 Lot 55.....D6
 Lot 56.....E6
 Lot 57.....E6
 Lot 58.....F6
 Lot 59.....G6
 Lot 60.....G6
 Lot 61.....D5
 Lot 62.....C8
 Lot 62W.....C5
 Lot 63E.....D4
 Lot 63W.....D4
 Lot 65.....B3
 Lot 66.....B3
 Lot 67.....C4
 Lot 68.....C4
 Lot 70.....E4
 Lot 71.....E4
 Lot 73.....F5
 Lot 74.....F5
 Lot 75.....F5
 Lot 76.....D3
 Lot 77.....D3
 Lot 78.....G6
 Lot 79.....E5
 Lot 79.....E5
 Lot 79.....E5
 Lot 79E.....D6
 Lot 80.....G3
 Lot 81.....C4
 Lot 82.....C4
 Lot 83.....H5
 Lot 84.....H4
 Lot 85.....I3
 Lot 88.....G6
 Lot 89.....J7
 Lot 90.....H10
 Lot 91.....G10
 Lot 92.....G10
 Lot 93.....I4
 Lot 94.....H6
 Lot 95.....H6
 Lot 96.....H10
 Lot 97.....I0
 Lot 98.....I2
 Lot 99.....H4
 Lot 100.....H11
 Lot 101.....G9
 Lot 102.....G9
 Lot 103.....B7
 Lot 105.....I7
 Lot 107.....I7
 Lot 200.....L7
 Lot 201.....L7
 Lot 202.....L8
 Lot 203.....K8
 Lot 204.....M8
 Lot 205.....L8
 Lot 207.....M2
 Lot 208.....L7
 Lot 209.....M1
 Lot 210.....M1
 Lot 211.....M2
 Lot 212.....M2
 Lot 213.....O3
 Lot 214.....K6
 Lot 215.....K6
 Lot 216.....Q7

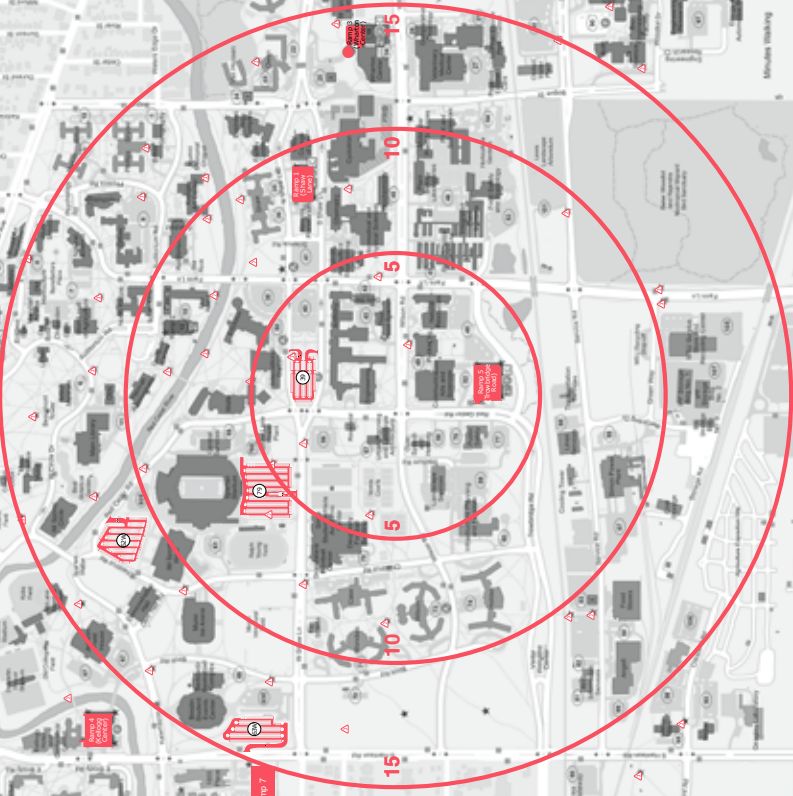
☐ Visitor Parking

**Michigan State University
CAMPUS MAP**
Walking Distance in Minutes

- Lot with Public Parking
- Parking Lot Number
- Monthly Fee or Token Lots
- Faculty/Staff Parking
- Visitor Parking
- Commuter Parking
- Residential Parking
- Visitor Parking Required
- Academic/Administration
- Athletics
- Housing/Residence
- Parking Ramp
- Support/Other
- Non-MSU
- Emergency Green Light Telephone
- Bus Stop
- Zebra

MAP LEGEND

- Visitor Parking Lot or Meter
- Buildings Under Construction
- Ramps (Stairs, Construction)
- Triangles (Warning of Pedestrians, also located in parking ramps)



Undergraduate Learning Goals and Outcomes



A liberal education helps students to be outstanding leaders and life-long learners both in and out of the classroom. Undergraduate degree programs at Michigan State University revolve around five undergraduate learning goals, which provide the framework for active engagement and learning. Students who earn an undergraduate degree from Michigan State demonstrate the knowledge, attitudes, and skills associated with these goals.

- **Analytical Thinking**
- **Cultural Understanding**
- **Effective Citizenship**
- **Effective Communication**
- **Integrated Reasoning**

For more information, visit:
learninggoals.undergrad.msu.edu