

# SUMMER 2008 TRANSFER STUDENT & PARENT ORIENTATION PROGRAM INFORMATION

In a short time you will attend your Academic Orientation Program (AOP). This newsletter will give you the information you need to prepare for AOP and to enroll for your classes.

The AOP Web site, [www.orientation.msu.edu](http://www.orientation.msu.edu), is a great resource. It contains comprehensive information about AOP.

If you need any help or have questions, feel free to e-mail us at [aop@msu.edu](mailto:aop@msu.edu) or call us at 517/353-5030. We're excited to see you at AOP!

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## Attendance

- All transfer students **MUST** attend an AOP, unless you have done one of the following:
  - You already have a BA or BS degree
  - You are a Registered Nurse admitted to the baccalaureate completion curriculum and are taking an online class
  - You are admitted to an Evening Degree Completion Program
  - You are transferring from the two-year Michigan State University Veterinary Technology Program
  - You are transferring from the two-year Michigan State University Agricultural Technology Program.
- Note that if you are required to attend AOP, you cannot enroll for classes unless you attend the entire AOP, which begins at 7:30 am. Attendance is taken at various sessions.
  - No exceptions for physicals, job commitments, awards banquets, sporting events, etc.
- The date of your confirmed AOP is printed on this booklet (near your mailing address).
- The program begins at 7:30 am and ends at about 6:00 pm.
- If you are going to be late or need to reschedule your AOP, contact the AOP Office prior to your scheduled program.
- If you do not attend your assigned AOP, MSU reserves the right to cancel your admission or defer your admission until January 2009.
- See page 13 for Parent Orientation Program information.

## Important ID Information

You are required to bring a government-issued picture ID to AOP. Acceptable forms of ID are a driver's license, state ID or passport. No other form of ID will be accepted. If you arrive without acceptable ID, you will not receive your MSU ID.

## Check-In

- 7:30 am  
Women: North Case Lobby  
Men: South Case Lobby

## Meals

- Included in your AOP Fee:
  - Continental Breakfast: 7:30-8:00 am
  - Lunch: 10:50-11:50 am
- Bring a snack in case you get hungry in between meals.

## Money Needed at AOP

**NOTE:** Tuition bills cannot be paid at AOP. Look for a message in your MSU e-mail account within a week of attending Orientation regarding your bill.

## Tentative Schedule of Activities

<b>7:30 am</b>	Check-In Mathematics Placement Testing ID Picture Taking Change Your Major
<b>8:15–9:00 am</b>	Welcome and Overview of the Academic Orientation Program
<b>9:00–9:40 am</b>	Degree Navigator and Transfer Credit
<b>9:45–10:15 am</b>	Study Abroad
<b>9:45–10:15 am</b>	Reapplying for Admission to the College of Business and the College of Engineering
<b>9:45–10:15 am</b>	Gaining Admission to the College of Education
<b>10:20–10:50 am</b>	Be Successful at MSU
<b>10:20–10:50 am</b>	Secondary Education Majors and Child Development Majors Meeting
<b>10:20–10:50 am</b>	Campus Bus Tour (Note: Campus Bus Tour will also be offered at 10:50 am and 11:20 am)
<b>10:20–11:50 am</b>	On-Campus Housing Information
<b>10:50–11:50 am</b>	Change Your Major
<b>10:50–11:50 am</b>	Lunch
<b>11:00–11:30 am</b>	Residence Hall Tour
<b>11:00–11:30 am</b>	Student Billing/Financial Aid/Student Work
<b>11:00 am–12:00 pm</b>	Student Parking and Commuting Information
<b>11:00 am–12:00 pm</b>	Resource Fair
<b>12:00 pm</b>	Orientation to Your Major Academic Advising Enroll for Classes

### **Check Out**

Every student finishes his/her AOP at a different time. Once you have checked out with our AOP staff members at the designated location, you are free to leave. Some students may finish earlier than 6:00 pm, depending on how quickly they see their academic advisers and enroll for classes.

## To-Dos Before AOP

### □ Set Up Your MSU E-mail Account

It is very important that you activate your MSU NetID and MSU e-mail account, even if you already have another e-mail account. Notices regarding your tuition bill and other official communications from the university will be sent to your MSU e-mail account. Many professors will communicate with you regarding class assignments, examinations, papers, and other course work via your MSU e-mail account. Get into the habit of checking your MSU e-mail account regularly. For more information, visit

[lct.msu.edu/guidelines-policies/student-email-communications-notice.html](http://lct.msu.edu/guidelines-policies/student-email-communications-notice.html)

Helpful resources regarding your MSU NetID and MSU E-mail Account:

Activating Your MSU NetID	<a href="http://help.msu.edu/newstudent">help.msu.edu/newstudent</a>
Connecting to the MSU Network	<a href="http://dhcp.msu.edu">dhcp.msu.edu</a>
Disability and Assistive Technology	<a href="http://msu.edu/webaccess">msu.edu/webaccess</a>
E-mail Account	<a href="http://mail.msu.edu">mail.msu.edu</a>
General Computing Information	<a href="http://computing.msu.edu">computing.msu.edu</a>

### □ Report Your Immunization Status

- MSU's immunization policy for new undergraduate students requires them to:
  - review their immunization status
  - bring it up to date, if necessary
  - provide the University an immunization history on a specific online form, found at [www.immunize.msu.edu](http://www.immunize.msu.edu) (REQUIRED)
- Failure to complete the immunization self-report form will affect your ability to enroll and register for future classes.
- Students will be able to get the meningococcus vaccine at AOP for a fee.
- For additional information:
  - E-mail [uphys@msu.edu](mailto:uphys@msu.edu)
  - Call 517/353-9101
  - Visit [www.immunize.msu.edu](http://www.immunize.msu.edu)

## To-Dos Before AOP

### □ Take the Math Placement Exam

- Transfer students will need to take the Math Placement Test, with the following exceptions (see <http://mpsexam.msu.edu/documentation/faq.aspx>):
  - Students with credit in at least one of the following: MTH 103, 116, 124, 132, 133, 234 or any math course above MTH 234 need not take the MPS exam. However, students who transfer one of the following: MTH 112 or MTH 110, 114, 201, STT 200 or 201 alone, with no other math course above the level of MTH 1825 MUST take the MPS exam (online prior to AOP).
  - Students who have already received Advanced Placement Mathematics credit for Calculus PRIOR to attending AOP need not take the MPS exam.
  - Students who have an ACT Math score of at least 28 or an SAT math score of at least 640 and will be taking a mathematics course at MSU.

**NOTE:** Students who have taken the AP Statistics exam must take the MPS exam online prior to AOP.

- Visit [www.math.msu.edu/mps](http://www.math.msu.edu/mps) to learn how to take the MPS Exam. If you have questions after reading the information on this site call 800/500-1554.
  - You need your MSU Personal Identification Number (PID), which can be found on your letter of admission (or you can call 517/353-4678), to take the test.
- MSU has a Mathematics Graduation Requirement for all students.
  - The only way to waive the MSU mathematics requirement is to take the MPS Exam in a proctored setting at AOP or a MSU Testing Center.
  - If you take the test on the Web prior to AOP, you may still take the proctored MPS Exam at AOP.
  - A list of proctored testing centers can be obtained by calling 800/500-1554 or at <http://mathdata.msu.edu/>.

## To-Dos Before AOP

### □ Plan Your Class Schedule

The resources listed below will help you plan your class schedule for fall and spring semesters. Note, however, that the schedule you plan may be different from the one you create at Orientation. At AOP you'll work with an academic adviser who will suggest appropriate classes. The availability of classes will also be a factor in planning your final schedule. When it is time for you to enroll for classes, an AOP staff member will help you.

- College/Major Info [http://www.admissions.msu.edu/academics/majors\\_list.asp](http://www.admissions.msu.edu/academics/majors_list.asp)  
(select the appropriate college link)
- Degree Navigator [www.degnav.msu.edu](http://www.degnav.msu.edu)
- Academic Programs [www.reg.msu.edu/UCC/AcademicPrograms.asp](http://www.reg.msu.edu/UCC/AcademicPrograms.asp)
- Description of Courses [www.reg.msu.edu/Courses/Search.asp](http://www.reg.msu.edu/Courses/Search.asp)
- Schedule of Courses <http://schedule.msu.edu/>
- Credit Equivalencies [www.transfer.msu.edu](http://www.transfer.msu.edu)

## To-Dos Before AOP

### □ Change Your Major

Prior to Orientation, you can change your major ten days before your assigned orientation date. Call our office at 517/355-8332 to make the change. You can also change your academic major at AOP after check-in or at scheduled times in the AOP Office. **Note that no major changes are possible after you attend AOP until classes begin in August.**

List of Academic Majors [www.reg.msu.edu/UCC/AcademicPrograms.asp](http://www.reg.msu.edu/UCC/AcademicPrograms.asp)

### Interested Music Majors

The College of Music requires a successful audition for all students on their major instrument or voice. The audition determines acceptance as a music major. Auditions will be performed for representative members of the music performance faculty. Evaluations are based on technical and musical proficiency.

While a personal audition is desirable, those who cannot visit the campus because they live a great distance from East Lansing may submit a tape recording. In most cases, a live audition is required to be considered for College of Music merit scholarships and full admission. In order to assist prospective applicants as they prepare for auditions, the College of Music has generated a list of suggested audition materials. These are suggested as minimum entrance requirements; however, it is most important that applicants perform what best demonstrates their musical and technical capabilities characteristic of the performing medium.

Auditions generally occur in November for students wishing to gain music major admission for spring semester, and in January and February for students applying for music major status for fall semester. For more information, including a College of Music application, audition dates, and suggested audition repertoire, visit [www.music.msu.edu/admissions](http://www.music.msu.edu/admissions).

## To-Dos Before AOP

### □ Learn About MSU's Computer Requirement

All undergraduate students at Michigan State are required to have a computer that can connect to the Internet using a high speed connection.

**We encourage students to check with their prospective major college and department to see if they have specific computer requirements.** If there are no specific computer requirements for the student's program of study, the computer may be either a desktop or a laptop. For more information, visit [computing.msu.edu/compreq](http://computing.msu.edu/compreq).

### □ Visit MSU's Computing Resources

Computer Labs	<a href="http://computerlabs.msu.edu">computerlabs.msu.edu</a>
Computing and Networking Help Desk 517/432-6200	<a href="http://help.msu.edu">help.msu.edu</a>
Computer Repair 517/353-5266	<a href="http://computerrepair.msu.edu">computerrepair.msu.edu</a>
Computer Training	<a href="http://train.msu.edu">train.msu.edu</a>
Connecting to the MSU Network	<a href="http://dhcp.msu.edu">dhcp.msu.edu</a>
Financial Aid for Computer Purchases	<a href="http://finaid.msu.edu/computer.asp">finaid.msu.edu/computer.asp</a>
General Computing Information	<a href="http://computing.msu.edu">computing.msu.edu</a>
Library Distance Learning and Support 517/355-2345 or 800/500-1554 (North America, Canada, Mexico, Alaska, and Hawaii).	<a href="http://www.lib.msu.edu/outreach">www.lib.msu.edu/outreach</a>
Music Downloading Service	<a href="http://ruckus.msu.edu">ruckus.msu.edu</a>
Purchasing Discounted Computers and Software 517/432-0700	<a href="http://cstore.msu.edu">cstore.msu.edu</a>
Web Accessibility	<a href="http://msu.edu/webaccess/computing.html">msu.edu/webaccess/computing.html</a>
Wireless Access	<a href="http://wireless.msu.edu">wireless.msu.edu</a>

## Transfer Credit Information

- **We must have all of your transcripts to complete your Degree Progress Report. Your academic adviser will use this report when meeting with you to discuss your academic program and course enrollment. It is very important for you to send copies of all your transcripts to the Admissions Office. *You cannot meet with an academic adviser and enroll for classes at AOP unless we have copies of all of your transcripts.***

- To view your transfer credit information, in the form of a Degree Progress Report, go to [www.degnav.msu.edu](http://www.degnav.msu.edu). You will need your MSU NetID and password to access your file. Note that the Degree Progress Report will be available once all your transcripts have been received and evaluated by Michigan State.

- For information regarding transfer credit equivalencies, visit Transfer MSU at [www.transfer.msu.edu](http://www.transfer.msu.edu).

- Students are encouraged to bring a course catalog(s) and/or course syllabi from each institution of higher education they attended prior to enrolling at Michigan State University. Academic advisers often have questions about the content of courses being transferred. The course catalog and/or course syllabi will help during the academic advising process.

- **In order to meet with an academic adviser and enroll for classes at Orientation, you MUST have a Degree Progress Report or Credit Evaluation Worksheet. (You receive this at Orientation if you have sent copies of your transcripts to the Admissions Office.)**

## Accommodating Persons With Disabilities

- Accommodations at AOP for students with disabilities may be requested at least two weeks prior to your AOP attendance date by contacting the Resource Center for Persons with Disabilities (RCPD). Many accommodations require more advanced planning and coordination, thus earlier notification is essential.

- Confidential disability registration: <http://myprofile.rcpd.msu.edu>

Phone	517/884-1900
TTY	517/355-1293
Web site for info	<a href="http://www.rcpd.msu.edu">www.rcpd.msu.edu</a>

- Students with disabilities must provide medical/psychological documentation to support a substantial limitation of a major life activity. Visit the RCPD Web site for a more detailed explanation of required documentation.

- A campus walking tour is included in your AOP. If you need accommodations, please notify the AOP Office in advance of your program date so alternate arrangements can be made.

- If you require personal assistance for dressing, eating, carrying items, communications, or moving around, please discuss this with RCPD.



# PARENT INFORMATION

Dear Parents:

We would like to welcome you into the MSU family! We are pleased your student has decided to attend Michigan State University. We understand the important role you have played in preparing your student to attend college. We also know how important it is for parents, the university, and the student to work together. For these reasons, we invite you to attend the Parent Orientation Program (POP), which takes place simultaneously with the freshman Academic Orientation Program.

The Parent Orientation Program is designed for parents whose students are about to begin school at Michigan State University. According to parents who have attended in previous years, the Parent Orientation Program is an invaluable experience. The program will acquaint you with various aspects of the university's academic, residential, and student life. Emphasis will be on the transitions and adjustments new college students and their parents typically experience. You will have an opportunity to visit with members of our faculty, administrative staff and student body, and to ask questions you may have as you help your student prepare to come to Michigan State University. It is intended that, as a result of participating in the program, parents will have an enriched sense of sharing in their student's college life.

We are looking forward to seeing you during the Parent Orientation Program. If you have any questions after reviewing this information, please do not hesitate to contact us.

Once again, welcome into the MSU family!

Sincerely,

Mary Beth Heeder  
Director, Orientation Office

## Parent Orientation Program Dates

**July 7**                      **July 14**                      **July 18**

**NOTE:** No reservation is necessary. You can attend the entire program or any parts you believe to be beneficial.

## Cost

FREE!

## Check-In

- 7:30 - 8:00 am              Clara Bell Smith Center

## Meals

- You are welcome to enjoy coffee and donuts with your student in the Case Hall Cafeteria prior to checking in at the Smith Center.
- Lunch will take place in the Case Hall Cafeteria from 11:30 am to 1:00 pm. You can purchase a lunch ticket for \$8.00 + tax.

*“We came [to MSU] knowing nothing about the university other than being generally aware of its size and academic and housing reputations. We came away with an impression of commitment to student achievement and well-being that to a great degree allayed our concerns of anonymity one always has in relation to a very large university.”*

## Tentative Schedule of Activities

### SMITH CENTER

7:30 am – 8:00 am	Check-In
8:00 am – 8:05 am	Senior Administrative Welcome
8:05 am – 8:10 am	City of East Lansing Welcome
8:10 am – 8:20 am	Program Overview
8:20 am – 8:50 am	Academic Programs and Academic Success
8:50 am – 9:00 am	Break
9:00 am – 9:30 am	Computing and Technology
9:30 am – 10:00 am	Health, Safety, Security and Transitions in a Student's and Parent's Life
10:00 am – 10:30 am	Housing and Campus Life Resources
10:30 am – 10:40 am	Break

### CASE/WILSON HALL

10:40 am – 11:00 am	Parent Residence Hall Tour
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### WILSON HALL

11:00 am – 11:30 am	Student Billing/Financial Aid/Student Work
11:00 am – 12:00 pm	Resource Fair
11:30 am – 12:00 pm	Student Parking Presentation

### CASE HALL

11:30 am – 1:00 pm	Lunch
1:15 pm – 1:45 pm	Parent Bus Tour

### WILSON HALL

2:00 pm – 2:30 pm	Student Panel
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Note that academic advising meetings and computer enrollment are only for students. We respectfully ask parents to wait until the entire student orientation program is completed before meeting with their student.

## Where to Meet Your Student After the Program

- Outside (lobby area) of the Wilson Hall Auditorium
- When discussing a meeting time/place with your student, please keep in mind that most students finish AOP anytime between 4:00 pm and 5:00 pm.

## Bringing Family Members

- The Parent Orientation Program is a well-attended program. Limited space is available. We respectfully ask that you not bring siblings, extended family members, friends, etc. with you to this program.
- We strongly discourage bringing small children/siblings since Parent Orientation is not designed for a young audience.

*“As our son is our third child to attend college, we feel we have a basis for comparison, at least in the matter of parent orientation programs. Without a doubt, the program at Michigan State was by far the best organized, most informative and most enjoyable of those we have attended.”*

## Travel

- For detailed travel information, visit [www.orientation.msu.edu](http://www.orientation.msu.edu) and click on “Freshman June/July Orientation” and go to “Travel.”

### **Directions by car:**

#### Traverse City or Points North via I-75

Proceed south on I-75 to US 127 near Grayling. Proceed south on US-127 to East Lansing. Take the Trowbridge Road exit (Exit 9).\*

#### Detroit or Points East via I-96

Proceed west on I-96 to northbound US-127; follow US-127 north and take the Trowbridge Road exit (Exit 9).\*

#### Grand Rapids or Points West via I-96

Proceed east on I-96 to eastbound I-69. Proceed east on I-69 to southbound US-127. Take US-127 south and take the Trowbridge Road exit (Exit 9).\*

#### Flint or Points East via I-69

Proceed southwest on I-69 to southbound US-127. Take US-127 south and take the Trowbridge Road exit (Exit 9).\*

#### Jackson or Points South via US-127

Proceed north on US-127 and take the Trowbridge Road exit (Exit 9).\*

\*Turn left (north) from Trowbridge Road on to Harrison Road. Continue north on Harrison to the Kalamazoo St. light (across from the Breslin Center). Turn left (west) on Kalamazoo St. The entrance to the designated orientation parking lot is on the left.

## Map

For detailed maps of the MSU campus and surrounding area, go to [www.msu.edu/maps](http://www.msu.edu/maps)

## Parking

- Park only in the lot designated in this booklet. Orientation parking is in the lot off Kalamazoo St. Turn left (north) from Trowbridge Road on to Harrison Road. Continue north on Harrison to the Kalamazoo St. light (across from the Breslin Center). Turn left (west) on Kalamazoo St. The entrance to the designated orientation parking lot is on the left.
- **IMPORTANT:** Due to summer construction around Case Hall and South Complex, Chestnut Road in front of Case Hall will be closed this summer. The road closure will restrict access to the drop-off area in front of Case Hall. **Parents will not be able to drop students off in front of Case Hall.** Therefore, students and parents checking into Orientation must park in the Orientation Parking Lot on Kalamazoo St. and walk to Case Hall with any luggage/personal items.
- There is no parking in front of North and South Case Residence Hall (student program) or the Smith Center (parent program).
- Parking at meters, leased spaces or in areas other than visitor parking lots or the lot designated for orientation parking will result in a parking violation and/or towing. The Orientation Office cannot accept responsibility for parking tickets and/or towing fees.
- Accessible parking will be available near the entrances of Case and Wilson Halls. These spaces are available on a first-come, first-served basis. Parking staff will direct you to these spaces.
- To pick up your student from orientation, please park in the Orientation Parking Lot (designated in this booklet).
- **Please note that if you park in front of Case Hall, you will be ticketed and/or towed. The Orientation Office cannot accept responsibility for parking tickets and/or towing fees.**

## Accommodations

- A list of local hotels/motels is available at [www.ctrl.msu.edu/travel/msu\\_hotel.htm](http://www.ctrl.msu.edu/travel/msu_hotel.htm)

## Directory Information

### **Admissions Office**

250 Administration Building  
East Lansing, MI 48824  
[www.admissions.msu.edu](http://www.admissions.msu.edu)  
517/355-8332

### **Student Accounts**

140 Administration Building  
East Lansing, MI 48824  
[http://ctrl.msu.edu/  
COStudentAccounts](http://ctrl.msu.edu/COStudentAccounts)  
517/355-3343

### **Credit Evaluation**

250 Administration Building  
East Lansing, MI 48824  
[www.admissions.msu.edu](http://www.admissions.msu.edu)  
517/355-8332

### **Financial Aid**

252 Student Services Building  
East Lansing, MI 48824  
[www.finaid.msu.edu](http://www.finaid.msu.edu)  
517/353-5940

### **Orientation Office**

268 Administration Building  
East Lansing, MI 48824  
[www.orientation.msu.edu](http://www.orientation.msu.edu)  
517/353-5030

### **Registrar's Office**

150 Administration Building  
East Lansing, MI 48824  
[www.reg.msu.edu](http://www.reg.msu.edu)  
517/355-3300

### **Additional Information**

[www.admissions.msu.edu/Services\\_for\\_Students.asp](http://www.admissions.msu.edu/Services_for_Students.asp)

### **Current Students Recommend**

[www.fyi.msu.edu](http://www.fyi.msu.edu)

