Orientation Information

July Transfer Programs 2018

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Academic Orientation
and Transitions Office
170 Bessey Hall
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Welcome to Michigan State University!

You are officially a member of the Michigan State University Community of Scholars!

Our Students - Our Scholars - Our Stories

We are excited to share with you our story of scholarship and learning, inclusion and belonging, persistence and resilience, and passion and caring.

We are equally excited to learn from you - a scholar who has a unique story. Your scholarly journey begins when you attend your Academic Orientation Program (AOP). After AOP you will continue to author your story as you travel your Spartan Pathway in order to achieve your goals.

As a scholar your story is part of a larger narrative around issues that will help you see why your work deserves the time and effort you are putting into it.

As a scholar you matter. As a scholar you are valued. As a scholar you belong.

To-Dos Before AOP

Visit the orientation website orientation.msu.edu where you will find instructions for each checklist item and important orientation information.

☐ Visit the AOT Website
☐ Take the Math Placement Test
☐ Take the Foreign Language Placement Test
☐ Report Your Immunization Status
☐ Submit Your Spartan ID Card Photo Online
☐ Complete the Spartan Persistence Project
☐ Change Your Major-if applicable
☐ Learn About MSU’s Computer Requirement
☐ Bring a non perishable food or personal care item with you to AOP to donate to MSU’s Food Bank
☐ Send final transcripts
Parking Information

Parking for the student and parent/family orientation is in Ramp 7 on Harrison Road. A permit will be available at the entrance of the ramp during the check-in period (6:45 am - 7:45 am).

- Students and parents/family members must park in Ramp 7 and walk to Case Hall/Kellogg Center. **There is no student drop off or pick up in front of Case Hall.**

- Parking at meters, leased spaces or in areas other than Ramp 7 will result in a parking violation and/or towing. The Academic Orientation and Transitions Office cannot accept responsibility for parking tickets and/or towing fees.

- Accessible parking is available near the entrances of Case Hall (for students) and Kellogg Center (for parents). Parking staff will direct you to these spaces.

Check-In Information

**Academic Orientation Program (AOP) Check-In:**
6:45 am Students who need to take a placement test
6:45 am All Students
Last Names A-L: North Case
Last Names M-Z: South Case

**Parent/Family Orientation Program (POP) Check-In:**
6:45 - 8:00 am Kellogg Center
Accommodations at AOP for students with disabilities should be requested at least two weeks prior to your AOP 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: myprofile.rcpd.msu.edu
  Phone 517/884-RCPD (7273)
  Website www.rcpd.msu.edu

Accommodating Students with Disabilities

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

If you need accommodations for a short-term condition, please notify the Academic Orientation and Transitions staff in advance of your program date.

Students Helping Students

- Michigan State University creates a sense of community that allows all of us to feel like a family. Part of being a member of the Spartan family means looking out for our fellow Spartans. We need your help!

- We encourage you to bring a non-perishable food or personal care item with you to AOP, which will be donated to the MSU Student Food Bank. All donated items will be given to MSU students.

- The MSU Student Food Bank was established in 1993 to help students and their families. Their motto is “Students Helping Students.”

- Suggested items: non-perishable food, toothbrushes, toothpaste, soap, shampoo, deodorant, cleaning supplies, detergent, paper towel, toilet paper, tissues, etc.

- More than 7,000 students attend AOP each summer. If each student brings one item, we have the opportunity to make an incredible impact on our MSU community.
Program Attendance

All transfer students, including those who live locally and those who commute to MSU, MUST attend an Academic Orientation Program (AOP). You cannot enroll for classes unless you attend the entire AOP.

Program Expectations and Regulations

The following may result in disciplinary action, including not being able to enroll in classes until all new students have attended AOP and are enrolled in courses, canceling your admission, deferring your admission until January 2019, and/or residential dismissal:

• Missing AOP or AOP sessions. Students are required to be on time for and attend all orientation activities.

• Leaving orientation. Students are expected to remain where orientation activities are taking place.

• Having family members/friends attend student orientation sessions with you. You must attend orientation sessions independently and meet independently with academic advisors to select and enroll in courses.

• Violation of federal, state, and local laws.

• Possession, consumption, sale, delivery of alcohol, illegal drugs, medical marijuana.

• Possession of weapons or devices that resemble or can reasonably be mistaken for weapons and fireworks.

• Harrassment of other students or staff, including hazing, bullying, or cyber-bullying.

• Sexual harrassment, sexual abuse, or other sexually inappropriate conduct.

• Harrassment in violation of the University Anti-Discrimination Policy.
Program Expectations and Regulations Continued

- Tampering with fire alarms, safety, security equipment.
- Malicious damage of university or personal property.
- Theft of personal property or university property.
- Setting fires.
- Use of cameras and other digital recording devices in restrooms, and other areas where privacy is expected by participants.
- Gambling of any kind.
- Use of tobacco in the residence hall or anywhere on campus.

Emergency Information

It is unusual for a student to have an accident when attending the Academic Orientation Program. If a student is injured while the student is participating in AOP, Michigan State University reserves the right to call for an emergency vehicle, including an ambulance. If it is necessary to transport a student in the ambulance, the student will be responsible for meeting any expenses incurred.

Parent/Family Orientation Program (POP) Registration

A prior reservation is encouraged. There is no program fee. Please visit admissions.msu.edu/aop_assignment/pop/asp to view POP dates and reserve your spot.

Bringing Family Members To POP

The Parent/Family Orientation Program (POP) is a well-attended program. Limited space is available. Children are not permitted to attend the program, as it is not designed for a young audience.
Transfer Credit Information

• Students transferring credit to MSU are required to send an official transcript(s) from each institution they attended, as well as any/all external exam reports/transcripts prior to their scheduled orientation date so a transfer credit evaluation can be completed. If you are enrolled in classes this summer semester, please provide us with a list of courses in progress. You cannot meet with an academic advisor 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 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.edu

• Students are encouraged to bring a course catalog(s) from each institution of higher education they attended prior to enrolling at Michigan State University. We also strongly recommend that you bring syllabi from each course you are transferring to MSU. Academic advisors often have questions about the content of courses being transferred. The course catalog and/or course syllabi will help during the academic advising process.

Where Families Can Meet After AOP

• When discussing a meeting time/place with your student, please keep in mind that most students finish AOP between 1:00pm and 6:00pm.

• North Wonders Hall Lounge is our designated meeting space.

• There is no pick-up/parking at Case, Wilson, or Wonders Halls. Please park in the designated Orientation Parking Lot.

We look forward to meeting you at AOP and POP!