

README

NO, SERIOUSLY.
THERE'S IMPORTANT STUFF IN HERE!

Michigan Tech Guide 2015

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TO DO

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Michigan Tech Guide

MICHIGAN TECHNOLOGICAL UNIVERSITY

Congratulations on your acceptance, and welcome to Michigan Technological University!

Let's get right to it. You're holding your Michigan Tech Guide. This information is important—it tells you exactly what to do and when to do it as you count down the days to your new college life.

Whether you're ready to jump into the Michigan Tech experience or you're still making up your mind, pay attention to the details in this book—they will make your decision and transition easier.

MICHIGAN TECH GUIDE KEY



Indicates a step that requires your attention—check it off once you've completed it!

FY

Information especially for first-year students

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Information especially for transfer students



Student Tuition and Your Bill

Your bill will be available online through MyMichiganTech. Some students may receive a second bill, which will be available during the third week of each semester and will reflect any changes in financial aid, housing, and/or course adjustments made (additions or drops). It is possible to use financial aid to help pay for your books; details will be in your Financial Aid Award Letter.

Billing Schedule

Semester of enrollment	First billing date Due date	Second billing date Due date
Spring 2015	November 26, 2014 January 7, 2015	January 27, 2015 February 13, 2015
Summer 2015	April 10, 2015 May 6, 2015	May 26, 2015 June 12, 2015
Fall 2015	July 10, 2015 August 26, 2015	September 15, 2015 October 2, 2015

Payment Options

Michigan Tech offers several options for paying your bill:

- check or money order
- credit card* (online)
- e-check (online)
- Installment Prepayment Plan
- Five- or Four-Payment Plan

Apply for Housing

In the Michigan Tech residence halls, you'll enjoy a community that values friendship and academic success. All single students, apart from transfer or commuting students living with a parent/guardian, must live on campus during their first year at the University. Students receiving merit-based scholarships through the Presidential Scholar, National Scholar, or Leading Scholar programs are required to live in University housing for their first two academic years.

Apply early for housing by completing and submitting your residence hall application. The residence hall application will be available via MyMichiganTech after your enrollment deposit has been received.

Please note:

- Hall and room assignments are determined by the date we receive your application—the sooner you apply, the better!
- You'll receive priority consideration in roommate selection and customizing your residence hall experience.
- There's no housing deposit required.
- If you change your mind about attending Tech, simply let us know and we'll cancel your housing request.

Residence Halls

The halls are a great place for you to study and meet new people. In addition, both professional and student staff are available to answer your questions. You may choose to live in one of three residence halls. Each hall is different in size and appearance, but is similar in service with its own dining hall, study lounge, game room, kitchenettes, sauna, laundry facility, fitness room, reception desk, and lounges.

- Douglass Houghton Hall (DHH), our smallest residence hall, houses about 350 students. This three-story historic building was constructed in the late 1930s and characterizes that time period with its beautiful architectural details.
- McNair Hall has a great view of the Keweenaw Waterway and consists of three buildings. West McNair has two stories and is connected to East McNair's five stories by the dining hall. There are about 600 students living in McNair.
- Wadsworth Hall (Wads) is the largest hall—one-quarter-mile long, five stories high, and home to approximately 1,050 students. In addition to a vibrant residence hall community, Wads offers the Campus Café, a convenient place to meet friends, relax away from the books, and enjoy late-night dining and snacking options.

Choose a Roommate—Fall Semester Only

Once you have submitted your residence hall application you will be invited to use our Roommate Matching program (beginning April 1) to request a roommate you know or to search for the best match. You have until June 1 to enter your roommate choice, but it's best to submit your residence hall application early. Students who match through the Roommate Matching program are given additional priority. If you choose not to use this program, we will assign you a roommate.

Note: students enrolling for spring or summer semesters are not eligible for the Roommate Matching program.

On August 1, you'll receive notification of your hall, room, and roommate assignment. New students submitting their housing materials after August 1 will receive their residence hall assignment when they arrive on campus.

Learning Communities

Learning Communities are living areas in the residence halls where groups of students with similar interests choose to live, study, and experience Michigan Tech together. Extra peer staff members provide support so that you can make the most of your experience and succeed both academically and personally. If you are interested in living in a Learning Community, please rank your preferences on your residence hall application.

There are three basic requirements of Learning Community members:

- Be open and willing to meet new people, learn new things, and have a great time at Michigan Tech.
- Complete a 1-credit Creating Your Success (UN 1010) course in the fall semester with other Learning Community students. All Learning Community students are automatically enrolled in this course (applies only to first-year students and transfer students with fewer than 30 credits).
- Pay a \$30-per-semester fee to support additional programming, activities, and peer staff (included on your student bill).

Michigan Tech Apartments

The Michigan Tech Apartments offer on-campus living options for senior-level and graduate students.

- Hillside Place offers apartment-style living to upper-class students, transfer students, graduate students, and international students. Each furnished apartment contains four bedrooms, two bathrooms, and a living space with beautiful panoramic views. All utilities are included (with the exception of phone service), and you'll enjoy a fully equipped kitchen with modern amenities (electric range, microwave oven, and full-size refrigerator), laundry facilities, study lounges, a fitness center, and more.
- Daniell Heights Apartments offer one- and two-bedroom units for student families, graduate students, and undergraduates aged twenty-one and older. Utilities are included (with the exception of phone service). Apartments are furnished, including stove and refrigerator, and each building features laundry facilities.

Michigan Tech Learning Communities

Learning Community	Community Description	Location
Computer Science Learning Community (CSLC)	Take your computer science degree to the next level through the CSLC and be part of a community that understands you and your ideas. Residents live and learn together, giving them that extra edge as computer science students and like-minded individuals.	McNair Hall
First-Year Experience (FYE)*	Make your first step at Michigan Tech the right one with a vibrant and exciting community of other first-year students. Make friendships that last a lifetime by participating in community traditions, leadership opportunities, and campus activities.	McNair Hall and Wadsworth Hall
Forest Resources and Environmental Science (FRES)*	FRES brings together students pursuing degrees in forestry, applied ecology and environmental sciences, and wildlife ecology and management. Through interactions with faculty, staff, and peers, students gain valuable experience to use in the real world.	Wadsworth Hall
Leadership Learning Community (LLC)*	Challenge yourself to become a better leader not only on campus but in other parts of your life as well. As part of the LLC, you can grow personally, academically, and professionally through hall activities, community service projects, campus leadership events, and hall government.	Wadsworth Hall
Summit House*	Focus on academic success and personal wellness in an alcohol-free environment with others who are interested in living active and healthy lifestyles. In Summit, you will have opportunities to participate in intramural sports, outdoor activities, campus traditions, and more.	McNair Hall
Visual and Performing Arts (VPA)	The VPA Learning Community is designed for anyone interested in the arts (music, dance, graphic arts, photography, and theater). Students in VPA have opportunities to build relationships and network with talented and experienced staff, faculty members, and other students who share their interests and passions.	Wadsworth Hall
Women In Engineering (WIE)*	This close-knit community offers a team-oriented atmosphere for first-year women who are pursuing degrees in engineering. Students in WIE enjoy extra faculty interaction, opportunities to network and get involved with the Society of Women Engineers (SWE), and other fun programs and activities.	McNair Hall

*Denotes alcohol-free community



Residence Hall Dining Services

Our meal plans provide unlimited access to all three residential dining halls. There is no limit to the number of times you may enter a dining hall to eat a complete meal or stop in for a snack or drink. You will choose from one of three meal plans when you complete your residence hall application:

Meal Plan	Access	Guest Meal Passes	Dining Dollars
Silver	Unlimited	4 per semester	\$100 per semester
Gold	Unlimited	8 per semester	\$150 per semester
Platinum	Unlimited	16 per semester	\$300 per semester

You may use your meal plan in any of the residential dining halls. Meal hours are posted throughout the halls. In the case of a class, lab, or work schedule conflict, arrangements can be made to pick up a meal.

Dining Services offers a variety of popular entrées at each meal, including vegetarian options; salad, deli, and pasta bars; and stir fry, pizza, dessert, ice cream, waffle, and beverage stations. If you have an allergy or other dietary need, let the Dining Services staff know—we will work with you to provide the food you need.

Dining Dollars

Dining Dollars add flexibility to your meal plan. They are included in the Silver, Gold, and Platinum meal plans and allow you to eat at convenient times and locations. Dining Dollars are accepted at the Campus Café (in Wadsworth Hall), Aftermath Café (in Fisher Hall), Memorial Union Food Court, Library Café, Fusion (in the Dow lobby), Coaches Corner (in the SDC), vending machines throughout campus, and Husky Den (at the Mont Ripley Ski Chalet).

Unused Dining Dollars are transferable from fall to spring semester; however, any Dining Dollars not used by the end of spring semester are nonrefundable. You or your parent/guardian can add money to your Dining Dollars account at the HuskyCard service area in the Van Pelt and John and Ruanne Opie Library or online. These additional Dining Dollars can be refunded at the contributor's request at the end of the academic year. A \$5 fee is assessed on any refund.

□ Register for Residential Parking

It's easy to get around campus and the Houghton community, so first-year students are encouraged to leave their vehicles at home. Michigan Tech offers services to make transportation easier, including shuttles that run throughout campus and the City of Houghton and Zipcars—cars available for students to rent by the hour or day.

If you will be living on campus and choose to bring a vehicle, you must register it with the University. Transportation Services coordinates vehicle registration and parking; watch MyMichiganTech for details about when you can register your vehicle.

If you plan to bring a motorcycle, scooter, or snowmobile to campus, you must register it with Transportation Services. Note: there is no winter storage available for motorcycles and scooters.

If you are a Michigan Tech student from the local area, you may choose to live at home with your parent(s)/guardian(s). All of the same great resources and opportunities are available to students who commute to campus, and we encourage you to take advantage of them and get involved.

Commuter Assistants are fellow students available to talk, answer questions, and address concerns. They plan free events for commuter students to get involved and to get to know one another. Each month, commuters are informed of upcoming campus events and are made aware of issues relevant to commuting to campus.

Commuter Meal Plans

Two meal plan options are available for commuter students—one if you would like to eat in the residential dining halls, and another if you prefer eating in retail dining operations like the Campus Café or Memorial Union Food Court.

The Top Dog Express Meal Plan can be purchased in blocks of ten, twenty-five, fifty, or seventy-five meals. The more meals you purchase, the less you pay per meal. This plan can be used in any residential dining hall (DHH, McNair, or Wadsworth) and features all-you-care-to-eat, buffet-style dining.

The Big Dog Express Meal Plan is designed for those who dine frequently in Tech's retail dining outlets—the Memorial Union Food Court, Library Café, Fusion, Aftermath Café, Coaches Corner, Campus Café, and selected vending machines throughout campus. Depending on how much money you deposit, we'll add a percentage. If you deposit \$25–99.99, we add 3 percent; if you deposit \$100–199.99, we add 4 percent; and if you deposit \$200 or more, we add 5 percent.

□ Register for Commuter Parking

If you'll be commuting to campus, you must register your vehicle with the University before classes begin. There are two ways to register:

- In person at Transportation Services, in room 100 of the Administration Building, across from the Student Service Center

Housing

Whether you're looking for low-maintenance campus living geared toward slightly older students, a home for you and your family, or a place that gets you off campus and into the local community, you'll find plenty of options.



ACADEMIC DETAILS

□ Send Your Final Transcript

An official final transcript is required prior to enrollment. To be considered official, a transcript must be sent directly to Michigan Tech by the institution issuing the transcript, or from a transcript service such as Parchment. Transcripts stamped “issued to student” or those hand delivered, even if in a sealed envelope, are not acceptable.

FY

First-year students

Request your final transcript through Parchment or contact your high school upon graduation and ask them to send your official transcript showing your final grades and graduation date.

T

Transfer students

If you have taken additional courses that did not appear on the transcript submitted with your application for admission, contact the registrar’s office at your current institution to request that an official transcript with final grades be sent to us.

□ Notify Us of Transfer Credit

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First-year students

If you completed college-level courses during high school, contact the registrar’s office at the institution(s) and request that an official transcript with your final grades be sent to Michigan Tech’s Admissions Office. Courses will be evaluated for transfer credit.

T

Transfer students

If you are taking additional courses that do not appear on your most recent transcript, contact the Transfer Services Office at Michigan Tech via email at transfer@mtu.edu and indicate the courses you are taking. These courses will be added to your record as pending transfer credit.

Transfer credits pending but not validated with final transcripts will be dropped from your record. As a result, any scheduled courses that require the dropped transfer course(s) as a prerequisite will also be dropped from your course schedule.

Test Scores

FY

First-year students

- Official scores from the ACT and/or SAT are used to determine scholarships.
- Your scores on Advanced Placement (AP), International Baccalaureate (IB), or College Level Examination Program (CLEP) may earn you credit. Scores must be sent directly from the testing agency.

T

Transfer students

- If you received college credit at your previous institution for AP, IB, or CLEP examinations, your test scores will need to be sent to Michigan Tech directly from the testing agency.

Course Placement

Michigan Tech offers several placement tests to ensure you are beginning your course work at the right level.

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□ Take the ALEKS Math Placement Assessment

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All incoming students are required to take the online ALEKS Math Placement Assessment. Students with qualifying AP, IB, or CLEP scores or earned college-level math credit for college algebra, trigonometry, precalculus, or calculus are exempt from the requirement. Your initial course placement is important, as your math class is a prerequisite for many other courses that are required for your degree. Starting in a math course that is not right for you could increase the time it takes you to graduate. Take the assessment when it becomes available, and take it seriously.

The online ALEKS Placement Assessment covers material from basic math through precalculus and will take approximately 90 minutes to complete. Access the assessment online, from any computer, through your MyMichiganTech account.

After the assessment, a targeted Prep and Learning Module is available for you to review and learn material. After working in the Prep and Learning Module, you can take up to two additional online ALEKS Placement Assessments. Your math placement will be determined by the highest placement score earned.

A non-refundable \$25 fee—payable by credit card to ALEKS—covers the initial assessment, up to six weeks of customized tutoring through the Prep and Learning Module, and two additional assessments (if desired).

Students who do not complete the assessment, or do not have qualifying AP, IB, or CLEP scores or earned college-level math credit prior to Orientation in August, will be required to take the assessment on campus during Orientation week with limited time to work within the Prep and Learning Module. Your final course schedule will not be available until the assessment is complete.

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Chemistry

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Modern Language

If you plan to continue studying Chinese, French, German, or Spanish at Tech, you must take the online Modern Language Placement Exam to be placed into the correct course.

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Computer programming

Students with computer programming experience can take the online Programming Skills Assessment to determine which introductory computer science course they should take.

**Scheduling Classes**

FY *First-year students enrolling in the spring or summer semester*
Your schedule will be created by the Registrar's Office based on your major, ALEKS Math Placement Assessment score, AP/IB/CLEP score(s), and transfer credits received.

Updated February 2015

FY *First-year students and transfer students with fewer than 30 credits enrolling in the fall semester*

T Your schedule will be prepared for you by the Registrar's Office in mid-July. Engineering students are scheduled into cohorts (groups of students who take the same courses together) based on your ALEKS or AP score(s) and any transfer credit received.

Be sure to review the recommendations on page 8 regarding the ALEKS Math Placement Assessment. Staying on track with your assessment will allow you to have the most complete schedule possible and will ensure that you're placed in the best course for you—avoiding unnecessary course work and tuition.

Your initial schedule may not reflect full-time status (12 credits or more), but all first-year students are billed as full time, which will make you eligible for financial aid. Any necessary adjustments to your bill will be made in August.

During Orientation, you will be able to add other necessary courses (co-curricular courses, general education, electives) to complete your fall schedule or make changes after consulting with your academic advisor.

T *Transfer students with more than 30 credits*
Your transfer evaluation will be sent to your academic advisor, who will contact you with course recommendations prior to registration.

□ Get Your Books

Once you receive your course schedule, you may order your books online prior to the start of the semester through the Michigan Tech Campus Bookstore. After you place your order, your books will be available for pickup when you arrive on campus.

We know you need to be healthy and happy to get the most out of your college life. If you should find yourself under the weather or in need of any other help, there are a number of resources available to you.

Health Services

Students have immediate access to healthcare services at the Portage Health University Center clinic, which is attached to the Student Development Complex. The clinic has student walk-in hours every weekday in the morning and afternoon. Immediate care is also available at Portage Health Express Care on Sharon Avenue, less than three miles from campus. Emergency services are available at the Portage Health Trauma Center in Hancock.

Counseling Services

The staff at Counseling Services is here to help you gain perspective and be successful, both personally and academically. Professional staff is composed of licensed therapists who possess personal counseling training and skills. The counseling staff works closely with all student support services at Michigan Tech and with mental health professionals both locally and in students' home areas.

Student Disability Services

Student Disability Services at Michigan Tech is committed to assisting students with documented disabilities by providing accommodations and/or modifications.

Student Insurance

We recommend that all students have health insurance coverage. The Student Insurance Office at Michigan Tech offers health insurance to currently enrolled students covering preventative services, basic medical care, and hospitalization.

Immunizations

We highly recommend that all students have the following immunizations before coming to Michigan Tech:

- Meningococcal vaccination
- Diphtheria-Tetanus-Acellular Pertussis (DTaP) vaccine (a primary series and a booster within the last ten years)
- Measles-Mumps-Rubella (MMR) or Measles vaccine (two doses)
- Varicella vaccine (two doses if you have not had chicken pox)
- Hepatitis A vaccine
- Hepatitis B series (three doses)
- Tetanus and diphtheria toxoids and acellular pertussis
- Tdap vaccine (Tetanus and diphtheria toxoids and acellular pertussis) should be given to persons aged 11–18 who have not previously received this, followed by Td booster doses every ten years thereafter. Tdap can be administered regardless of the interval since the last tetanus and diphtheria toxoid-containing vaccine.
- Human Papillomavirus vaccine (for males and females)
- Influenza vaccine for every flu season



Chronic Medical Conditions

We recommend that students with chronic medical conditions bring documentation regarding your condition(s) to Student Disability Services in case you require support during the semester.



DESTINATION TECH

Your first day of class will be here before you know it—prepare for your arrival on campus by familiarizing yourself with the Waino Wahtera Center for Student Success, submitting a photo for your HuskyCard, and planning for Orientation.

Waino Wahtera Center for Student Success

The Waino Wahtera Center for Student Success is dedicated to helping you develop skills, attitudes, and values that will enhance your academic and personal success. Our staff offers you and your family a variety of programs, services, and opportunities to support your transition to Michigan Tech.

Save the Date for Orientation

All new students attend Orientation prior to beginning classes at Tech. Orientation is designed to acquaint you with campus resources, inform you of important information about academics and co-curricular opportunities, and help you to meet fellow new students, current Tech students, and faculty and staff members.

Participation in Orientation is required for all new students, whether you are living on or off campus, so mark your calendar now and save the date. There are also Orientation programs for parents and family during move-in weekend, including Sibling Orientation.

Local accommodations are limited, so please make lodging reservations early if you have family members traveling with you for Move-in Weekend (August 22–23) and Orientation.

Semester	First-year student or transfer student starting at Tech with fewer than 30 credits	Transfer student starting at Tech with 30 or more credits
Spring 2015	Sunday, January 11	Sunday, January 11
Summer 2015	Track A* and Track B* Contact orientation@mtu.edu for details	Track A* and Track B* Contact orientation@mtu.edu for details
Fall 2015	Sunday, August 23– Saturday, August 29	Friday, August 28

***Please note that if you are starting at Tech during the summer semester as a new first-year or transfer student with fewer than 30 credits, you are also required to participate in the weeklong Orientation program, scheduled for August 23–29, 2015.**

Submit a Photo for Your HuskyCard

Your Michigan Tech HuskyCard is your official photo ID; room, building, and parking access key; residence hall meal pass; and a debit card.

Submit your ID card photo online through MyMichiganTech; watch your enrollment checklist for information about when you can submit your photo. Guidelines for photos and instructions on how to obtain your HuskyCard can be found at the HuskyCard website.

Once on campus, you should keep your card with you at all times—there is a fee to replace lost or damaged cards.

Express Cash

The Express Cash program is available as a feature of your HuskyCard. It operates like a no-interest checking account. By opening an account, you can use your card at locations like the Campus Bookstore and University Images, the food court and cafés, the Rozsa and SDC ticket offices, the Outdoor Adventure Program Rental Center, the Library Digital Studio, printers and copiers, and vending machines across campus. You can manage your account online by adding funds and reviewing transactions.