



## Spring 2012 – Orientation and Class Registration Thursday, January 5 and Friday, January 6, 2012

Listed below is the schedule of events for Orientation and Class Registration. Please plan to arrive no later than 11:15 a.m. on Thursday, January 5, in order to complete the check-in process before the Welcome Presentation begins.

Students who attend Spring Orientation may move into their residence hall starting at 8:00 a.m. on Thursday, January 5, 2012.

Students must live on campus unless they meet the following criteria:

- Have reached the age of 20 prior to the first day of classes in the semester for which he/she intends to live off campus.
- Resides in the permanent home of a parent within 50 road miles of the University and wishes to commute from home.

If you plan to live on campus you will need to begin the process of applying to live on campus through MyHousing, via the MyFSU Portal. A \$200 contract guarantee for the residence halls is required at the end of the process. Please read over the contract carefully, once you click on "I agree" you are signing a binding contract for Spring semester. For additional Housing & Residence Life information please visit their website at [www.ferris.edu/housing](http://www.ferris.edu/housing), or you may call the office at (231) 591-3745.

### Thursday, January 5, 2012

- 10:00 a.m. – 11:30 a.m. **Orientation Check-in: Timme Center for Student Services, 1<sup>st</sup> floor, north entrance**  
Check-in to clear registration holds, check your MyFSU (campus portal) user ID and password, have your student ID picture taken, and meet with the Office of Housing and Residence Life, Dining Services, Health Center, Business Office, Huntington Bank, and Financial Aid. As each student's needs and experience with the check-in process will vary, each student will complete the process at varied times. Some students may complete this process in 30 minutes; others may take longer.
- Resource tables will be available in the Interdisciplinary Resource Center (IRC). Receive information from the James L. Lundberg Bookstore, the Student Recreation Center, Veterans Services, ROTC, Disabilities Services, Educational Counseling Center, and more (participating departments subject to change).
- If you complete the check-in process early you may visit the Rock Café, a Marchè-style dining restaurant, for lunch. You will need your Ferris bag (along with the packet inside the bag) for the Welcome Presentation at noon.
- 12:00 p.m. – 1:00 p.m. **Welcome Presentation: Instructional Resource Center (IRC)/College of Business**  
Learn more about your schedule for the day, what services are available on campus, including tutoring, support services, student employment, how to use MyFSU (campus portal), plus a lot more!
- 1:00 p.m. – 2:00 p.m. **College Meetings: Orientation staff will guide you to your specific location**  
Learn more about your specific program, your college graduation requirements, and receive your registration permit. Find out how to register and what classes you'll need to reach your educational goals.  
*Parents, family, and friends are invited to attend this meeting.*

### Thursday, January 5 or Friday, January 6, 2012

- 8:00 a.m. – 3:00 p.m. **Class Registration** - College registration staff will assist you with registering for Spring classes.  
*Time, date and location will be listed on your registration permit, which you will receive at your college meeting.*

## After Registering For Your Classes

**IMPORTANT:** After registering for classes, you will need to verify that your financial aid is complete or be prepared to pay the first installment of your Spring charges (1/2 of tuition, 1/2 room and board, fees) at the Student Services desk, inside Timme Center for Student Services (CSS). **You run the risk of losing your class schedule if you don't take this step by 4:00 p.m. on Friday, January 6, 2012.**

**Billing /Authorized User Information:** A paper bill is sent out one month prior to each semester. Subsequent bills are only sent electronically through MyFSU. The student will need to set up an Authorized User in order for others to have access to the student's monthly E-bill statement and to make payments. Students may set up an Authorized User at Orientation check-in or through their MyFSU account. To add an Authorized User on MyFSU, log into MyFSU, choose E-bill on the MyFSU tab (located on the left hand side, first column), then choose Authorized User (located on the top of the page). If you have questions contact the Student Service Center at (231) 591-5242.

**Ferris Student ID:** If you didn't get your student ID picture taken during check-in, please return to the Student Services desk located in the Timme Center for Student Services to have your picture taken. It is important that students carry their student ID with them at all times while on campus. Student IDs are used to conduct University business, check-out books from the library, to attend events, to receive student rates or discounts, to use recreation facilities, to enter their residence hall and to use their meal plan at Ferris' dining centers. If you lose your ID, you may purchase a new ID for \$25.00 through the Timme Center for Student Services.

- ❖ **REMINDER** - Pick up your ID from the Student Services desk, inside Timme Center for Student Services (CSS), **after 3:30 p.m. today**. You will need your ID to use the dining facilities, enter your residence hall, use Ferris facilities, etc.

**Huntington Bank:** If you chose not to open a Huntington Bank account during check-in, and would like to now, you may do so by visiting the downtown branch of Huntington Bank. You will need to bring your student ID (yellow) receipt with you when setting up the account so you can enjoy all of the benefits offered to Ferris students from Huntington. The bank is located at 301 S. State Street in Big Rapids, four blocks north of the University. Some of the benefits of having your Huntington Bank account linked to your student ID include no minimum balance, no monthly checking fee, access to an ATM on campus, debit-card capabilities and quicker access to financial aid refunds.

**Lundberg Bookstore:** After registering for your classes, stop by the Lundberg Bookstore located in the Rankin Student Center to purchase your books, Ferris apparel and other novelties.

**Optional CLEP Testing:** College Level Examination Program (CLEP) examinations are available by appointment through the Institutional Research & Testing office, Timme (CSS) room 313. Individuals desiring to take CLEP examinations must schedule a testing appointment. Appointment requests may be made by one of the following methods:

Email: [ottesona@ferris.edu](mailto:ottesona@ferris.edu)  
On Line: [www.ferris.edu/clep](http://www.ferris.edu/clep)  
Call: 1-800-4FERRIS (1-800-433-7747), ext 3628 or 231-591-3628

**Parking Permit:** All students are eligible to possess, operate and park a motor vehicle on campus, as long as it is registered with the Department of Public Safety. To register your vehicle log into the Ferris home page at [www.ferris.edu](http://www.ferris.edu), click on the MyFSU icon, choose the University Life tab, go to Public Safety located on the left hand side of the page and choose "Vehicle Registration". You will need your Spring 2012 on campus housing assignment (if living on campus) or your local address (if you live off campus), a valid driver's license and a current vehicle registration. Visit the Department of Public Safety website for parking permit fees. Office hours are: Monday through Friday, 8:00 a.m. to 4:30 p.m.

**Student Employment:** View job opportunities on the Student Employment website - log onto <http://www.ferris.edu>, go to the box that reads "More Quick Links", then choose "Student Employment" to view job postings.

**Please contact us at [orientation@ferris.edu](mailto:orientation@ferris.edu) or call 1-800-433-7747 with any questions.**