



FERRIS STATE
UNIVERSITY

IMAGINE MORE

*"Education is life. It involves
growth, development and training."
-Woodbridge N. Ferris*

COLLEGE OF HEALTH PROFESSIONS

STUDENT HANDBOOK



Dean
Lincoln Gibbs
Director of Student
Academic Affairs
Tami Wolverton

DEAN'S OFFICE

Department Heads
Greg Zimmerman
Theresa Raglin
Susan Owens

FERRIS STATE UNIVERSITY
COLLEGE OF HEALTH PROFESSIONS

Our Mission...

Building upon the mission, vision and values of Ferris State University, the College of Health Professions mission is to train and educate future healthcare professional leaders through inter-professional collaboration, practice and academic excellence.

Our Vision...

The College of Health Professions (CHP) will be a recognized leader in the preparation of healthcare professionals. This distinction will provide students with the lifelong ability to seek and acquire information and transform this knowledge into responsible action within the national and global health care environment.

...and Our Values

To fulfill its vision, the College of Health Professions embraces the core values of the university by fostering opportunities for collaboration, diversity, professional ethics, excellence, learning and opportunity.

Message from the Outgoing Dean

The programs in the College of Health Professions are among those in most demand today. This website is designed to give you an overview of the college. In addition to explaining the programs that we offer, it contains many links to other sites where you can find answers to your questions. Here you can learn more about the career potential and requirements for each of the programs.

Each of the programs has limited enrollment to assure that once you begin the professional sequence of courses, you will be able to be placed into an internship site to gain "real world" experience and graduate on time. On-campus courses are taught in state of the art classrooms and laboratories. Here students have an opportunity to practice their skills prior to their internship experience. In addition to the programs offered on-campus, there are opportunities for students to complete program requirements at sites around Michigan. Also, some of the programs have on-line components.

Faculty members in the college are committed to excellence in their teaching. All are credentialed in their specific discipline and have many years of professional practice before they became teachers. Their expertise means that students are taught by faculty who understand health care. Class sizes are small so students can get to know their instructors. The college maintains affiliations with over 100 facilities and agencies to provide internship opportunities for students.

Although it is possible to learn about the programs from the website, the best way to gain the full picture is by visiting the campus. We invite you to visit our facilities and meet with program faculty and see how our hands-on laboratories will enable you to make the most of your educational learning experience. I encourage you to plan such a visit.

We in the College of Health Professions are proud of our programs and our graduates. We hope that you choose to become a student in one of the programs in the college.

Matthew Adeyanju, Ph.D, MPH
Dean, College of Health Professions

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Ferris State University - College of Health Professions

VFS 209 – (231) 591-2270

STUDENT ACADEMIC AFFAIRS OFFICE

VFS 209 (231) 591-2270
1-800-GO-BULLDOG
(231) 591-3788 fax
CHP@ferris.edu

Dr. Lincoln Gibbs - Dean

Kathy Hotz – Dean’s Secretary
Tami Wolverton – Dir of Student Academic Affairs
Linda Kuk – Academic Advisor
Austin Freshour – Academic Advisor
Debra Buck – Account Specialist
Lori Jenema – Advisor, Online RN-BSN Program
Dionne Klemish – Advisor, Off-Campus Programs
Kimberly Kleeves – Secretary
Heather Bird – Secretary
Richelle Williams – Graduation Commencement Coord

SCHOOL OF NURSING

BSN, MSN, DNP, Nursing Education Certificate (NURS)

Chairs e-mail: owenss3@ferris.edu

Chair – Susan Owens, PhD, RN, FNP-BC

Linda Morris – Department Secretary
VFS 400 (231) 591-2259

Program Coordinators

Wendy Lenon – DNP Program
(231) 591-3185
Sharon Colley – MSN & Graduate Certificate Nurs.
VFS 304 (231) 591-2288
Florence Dood – RN-BSN Program
VFS 311 (231) 591-3182
Rhonda Bishop – BSN Program
VFS 303 (231) 591-5033

**DEPARTMENT OF
CLINICAL LABORATORY, RESPIRATORY, AND
HEALTH ADMINISTRATION PROGRAMS**

Health Care Systems Administration (HCSA), B.S.
Health Information Management (HIM), B.S.
Health Information Technology (HIT), A.A.S.
Medical Laboratory Science (MLS), B.S.
Medical Laboratory Technician (MLT), A.A.S.
Molecular Diagnostics, (DMOL), B.S.
Public Health, B.S. MPH
Respiratory Care (RESP), A.A.S.

Department Head e-mail: zimmerg@ferris.edu

Greg Zimmerman, EdD – Department Head

– Department Secretary, VFS 403, x2266

Program Coordinators

Antionette Epps – HCSA
VFS 409 (231) 591-3135
Paula Hagstrom – HIT/HIM
VFS 400B (231) 591-2395
Dan deRegnier – MLT & MLS
VFS 418 (231) 591-2327
Jackie Peacock – DMOL
(616) 643-5746
Fathima Wakeel – PH
VFS 428 (231) 591-3137
Michael Reger – MPH
VFS 403 (231) 591-3132
Margaret Sue Waters – RESP
VFS 300A (231) 591-3186

**DEPARTMENT OF
DENTAL HYGIENE AND MEDICAL IMAGING**

Dental Hygiene (DHYG), A.A.S.
Diagnostic Medical Sonography (DMS), A.A.S.
Nuclear Medicine Technology (NUCM), B.S.
Radiography (RADI), A.A.S.

Department Head e-mail: raglint@ferris.edu

Theresa Raglin, RDH – Department Head

Tina Smith – Department Secretary
VFS 404 (231) 591-2261

Program Coordinators

Kimberly Beistle – DHYG
VFS 302 (231) 591-2224
Tim VanderLaan – NM (616) 643-5751
Dan Sleeper – RADI
VFS 317 (231) 591-2732
Michelle Weemaes – DMS
VFS 300B (231) 591-3071

STUDENT ACADEMIC POLICIES AND PROCEDURES

Dean's List

The minimum requirements for full time students each term are: 3.5 GPA and completion of twelve FSU credit hours or more of graded course work at the 100 level or higher. The minimum requirements for part time students each term are: 3.5 term GPA with completion of at least twelve accumulated FSU credit hours of graded course work at the 100 level or higher.

Excused Absences

All student requests to be excused from classes are the responsibility of the faculty member teaching the course. The only excused absence that is a part of University policy involves institutional travel which must be approved by the Vice President for Academic Affairs. Students participating in approved University-related travel are to be excused from classes but are still responsible for making up any missed assignments and/or tests. It is up to the discretion of individual faculty members whether other extenuating circumstances should be considered for an excused absence. The Dean's office does not make these judgments for faculty.

Graduation Information

All degree candidates are required to file a formal application for graduation no later than mid-point of the term prior to the anticipated term of graduation. Your academic advisor will assist you with the completion of your graduation application and clearance form.

If the application for graduation is not filed with the graduate's college Commencement Coordinator at least twelve weeks prior to the ceremony in which the graduate plans to participate, their name will not appear in the Commencement program. Failure to meet the deadline may necessitate your graduation being delayed until the next graduation period.

To be eligible for graduation you must have at least a 2.00 (C) cumulative grade point average, and meet the course and credit requirements for the selected academic program as well as the University's general education requirements.

To fulfill the residency requirement, a student must earn a minimum of 30 semester credit hours from the University for a bachelor's degree and a minimum of 15 semester credit hours from the University for an associate degree. The University expects that these hours are the final credits earned for the degree.

Honors Distinction/Undergraduate Degree designations:

The Latin System:	
Cum Laude	3.50 to 3.74
Magna Cum Laude	3.75 to 3.89
Summa Cum Laude	3.90 to 4.00

Academic Probation

Students will be placed on academic probation if

- their cumulative GPA falls below 2.0
- their semester GPA is less than 2.0 for two consecutive semesters
- they have been admitted on semester trial.

Students will remain on probation until they bring their cumulative GPA up to 2.0 or better. They must maintain continuous progress toward achieving a cumulative GPA of 2.0 while on probation, or they may be dismissed. Any student who is on academic probation cannot enroll for more than 14 credit hours without receiving permission from his or her advisor.

Academic Warning/Semester Academic Advisory Notice

A student will receive a Semester Academic Advisory Notice if his or her **current semester** GPA falls below a 2.0. This status is determined once grade calculations are processed after exam week. The student will receive a Semester Academic Advisory Notice each semester that his or her current semester GPA falls below a 2.0. Any student who receives a Semester Academic Advisory Notice cannot enroll for more than 14 credit hours without receiving permission from his or her advisor.

Academic Dismissal

A student may be academically dismissed **whenever any one** of the following conditions is met:

1. Failure in 50 percent or more credit hours for which the student is enrolled in any term.
2. The student's dean's office determines that academic performance at the end of a probationary term does not warrant the student's continuation.
3. A student's cumulative grade point average (CGPA) falls below the minimum level indicated below.

FSU Semester Hours Graded	FSU Minimum Cumulative GPA	FSU Semester Hour Grades	FSU Minimum Cumulative GPA
0-20.9	1.40	51-67.9	1.80
21-30.9	1.60	68-97.9	1.90
31-50.9	1.70	98 and above	1.99

Academic Dismissal Appeal

The College of Allied Health Academic Probation and Dismissal Policy requires a student who has been dismissed to remain out of the college until readmission criteria has been met.

Students seeking to return, without attending another college/university first, must appeal for readmission to the College of Health Professions must appeal based on one of the following reasons:

1) Explain the error made in the review of your academic record that has caused you to be inappropriately dismissed; **and/or** 2) Explain the change to your academic standing which alters your situation relative to the **Academic Probation and Dismissal Policy** which, in your opinion, qualifies you for readmission consideration; **and/or** 3) Explain and provide documentation relative to the special circumstance beyond your control that caused your academic difficulties. Also, explain how these special circumstances have been resolved so they will no longer adversely affect your academic performance.

Otherwise the College of Allied Health **Academic Probation and Dismissal Policy** requires a student who has been dismissed to 1) not enroll in any FSU course and 2) successfully complete a minimum of 12 semester credits of college level course work with "C" grade or better at another college/university before applying for readmission.

REGISTRATION AND ACADEMIC GUIDE

Found at: <http://www.ferris.edu/HTMLS/academics/advising/>

The University's Registration and Academic Guide can be found on the Ferris State University homepage by clicking on MyFSU and *Registration and Academic Guide* or from Ferris State University homepage to the Current Students page and then clicking on the *Registration and Academic Guide*.

- Academic Policy Information
- **Calendars by Semester**
- **Final Exam Schedules**
- Registration Information
- And other information

Ferris State University academic policies and procedures provide the framework for the orderly conduct of its degree programs. They are intended to ensure a thorough and complete education for each of the University's graduates. The documents set out the academic regulations which govern our University.

GENERAL EDUCATION

Found at <http://www.ferris.edu/HTMLS/academics/general-education/index.htm>

General Education - Includes coursework in the following areas:

- Communication Competence
- Natural Sciences Competency
- Quantitative Literacy Competency
- Culture Competency
- Self and Society Competency
- Global Diversity Competency
- U.S. Diversity Attribute
- Collaboration and Problem Solving Competency








To access the General Education Requirements Page:

- From the Ferris homepage (www.ferris.edu),
- Click on **Academics Home** below "Academics"
 - Click on **Advising Guide** below "Information"
 - Click on **General Education**
 - Click on **Courses that Meet Requirements**
 - Click on **Degree** (AAS or BS)

COURSE PLACEMENT GUIDELINES

A course placement guide was mailed to you as part of the admission materials you have received from the College of Health Professions. A version of this, corrected or updated to reflect additional information we may have received, is in your advising file in the registration room.

We use:

-  ACT or SAT scores
-  High school courses and grades
-  Additional testing information (if provided, e.g., CLEP, AP, ACCUPLACER)
-  Coursework transferred here from another college
-  FSU Reading Competency requirement
(23 or lower on SAT Read requires the student to take READ 175)
(24-25 on SAT Read encourages the student to take READ 176)
-  FSU Course prerequisites
Mathematics and SAT math sub score
English and SAT (ERW) English sub score
Social Awareness etc. and SAT Reading sub score
-  First semester required courses of the major to which you have been admitted.

To Challenge your Course Placement:

- 1) **You bring in new ACT or SAT scores that qualify you to take a higher level math, reading or writing course.**
- 2) **You may take and pass a College Level Examination Program (CLEP) test.** These tests may be taken at any CLEP testing site or you may make arrangements to take this test at FSU. To arrange this test at FSU, contact the FSU Office of Institutional Research and Testing at 231-591-3628 to schedule a testing appointment.
- 3) **You may take and pass a ACCUPLACER test in Reading, Writing or Math.** These tests may be taken at any CLEP testing site or you may make arrangements to take this test at FSU. To arrange this test at FSU, contact the FSU Office of Institutional Research and Testing at 231-591-3628 to schedule a testing appointment.

ALLIED HEALTH SCIENCE/ CLINICAL CONCENTRATION

WHAT DOES IT MEAN TO BE A STUDENT IN ALLIED HEALTH SCIENCE / CLINICAL CONCENTRATION?

All new students accepted by the College of Health Professions (COHP) clinical programs are admitted, to the Allied Health Science Associate Degree (AHS), with the concentration in the clinical program of study. During the pre-clinical phase, students work towards meeting qualification criteria (classes, grades and GPA) required for entrance into the professional/ clinical sequence. Program specific qualification are designed to assure adequate preparation prior to entrance into the professional/ clinical sequence of courses for the program.

WHAT PROGRAMS ARE CLINICAL PROGRAMS AND "REQUIRE" APPLICATIONS?

Students are required to meet the qualifications and apply to the clinical phase of the program, for the following:

Radiography, Nursing, Diagnostic Medical Sonography, Medical Laboratory Technology & Science, Nuclear Medicine, Dental Hygiene, Molecular Diagnostics, & Respiratory Care

COHP accepts a limited number of students who qualify into the professional/clinical sequence. The program limitations are based on the availability of clinical or internship sites, as well as the individual program accreditation and state regulatory agencies that provide guidelines for class size. These programs are popular and the demand is high for many of them, however, the COHP will admit any student *who meets the qualification criteria* for their selected program as space becomes available. Due to the demand, some programs may have a 1 or 2 year wait from the time you qualify before you begin the clinical/ professional phase of the program. However, please be advised there is not a wait list, students must reapply each year for consideration.

"ADMISSION TO THE CLINICAL PROGRAMS"

As an AHS student, your first priority is to meet the program qualification requirements. While you might not be admitted into the clinical sequence after your first application, you can still make progress toward graduation by completing the general education requirements for your degree.

QUALIFICATION CRITERIA

The link below will give you details as to what the qualifications are and outline some common Q&A regarding the application process. Make sure to review this material and if you have questions, contact the Dean's office in the College of Health Professions.

<http://ferris.edu/HTMLS/colleges/alliedhe/admit/Admission-to-the-Clinical-Programs.htm>

COMMON Q & A

<http://ferris.edu/HTMLS/colleges/alliedhe/fag/Academic-Information.htm>

(Cont.) WHAT IS THE PROCESS?

1. Your qualifying semester is determined when you have met the class requirements, minimum grade requirements, and GPA required for that particular program.
2. Each year there is a one-time application process for the students that have met their qualifications for the COHP program. There is "NO WAITLIST", but you must submit an application each year to be considered for acceptance.
3. Applications will be prioritized by when you qualify. For instance, if we have 100 applications for 24 seats accepted, we will prioritize by who met the requirements fall semester, spring semester or summer semester. You will be ranked by your qualifying semester. The earliest qualifying semester will be considered first.
4. If there are more applicants in a qualifying semester than we can accept, the tie breaker will be based on two criteria: FSU GPA and most passed FSU credit hours.

IF YOU ARE ACCEPTED:

You will start the clinical/professional phase of the program in the next academic year. Some of our programs will start in summer semester: MLT / MLS / NUCM / RESP

IF YOU ARE NOT YET ACCEPTED BUT DO MEET THE QUALIFICATIONS:

1. You will need to reapply during the next application cycle.
2. You can continue to work on other general education requirements required for your degree. You cannot take classes in your clinical program at this point.
3. You can take time off from college and reapply to the University and your program in the next application cycle. Resume your enrollment when you are in the clinical/ professional phase of the program.
4. You can enroll part time to stay enrolled, but it is not required.
5. You can dual enroll in a minor or another degree that will work with your COHP program of choice.

IF YOU ARE CURRENTLY ENROLLED, HOW DO YOU MAKE AN APPOINTMENT WITH YOUR ADVISOR?

You may schedule an appointment to meet one-on-one with your advisor by calling the Dean's office at 231-591-2270.

Linda Kuk & Austin Freshour
College of Health Professions
231-591-2270
chp@ferris.edu

APPLICATION PROCESS

ADMISSIONS TO THE CLINICAL PROGRAMS (REQUIREMENTS TO ENTER THE PROFESSIONAL SEQUENCES)

Details about the Process:

<http://ferris.edu/HTMLS/colleges/alliedhe/admit/Admission-to-the-Clinical-Programs.htm>

All Degrees Students **Academic Departments** About Us Give to CHP

Ferris Home / Academic Colleges / College of Health Professions

College of Health Professions

College of Health Professions

- Administration & Support Staff
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- Interprofessional Core Requirements
- Interprofessional Electives
- Newsletter
- Online and Grand Rapids Programs
- Policies and Resources for Students, Staff and Faculty

Dean's Welcome
It is my pleasure to welcome you, as the Dean, to the College of Health Professions (CHP). [Read More >](#)

Matthew Adeyanju
PhD, MPH, MCHES

Student Resources

- Application for Admission**
- Applications to the Clinical Programs

Degrees

- Graduate Degrees
- Bachelor's Degrees**
- Associate Degrees**
- Certificates and Minors

The College of Health Professions in the Spotlight!

Program Spotlight: Lean Healthcare

Ferris State University, College of Health Professions
584 likes

You and 4 other friends like this

THANK YOU

Ferris State University, College of Health Professions

HELPFUL TERMINOLOGY

Advisor

An educator who advises students in academic and personal matters. Every semester Allied Health students must meet with their advisor or attend group advising for pre-program students before registering for classes.

ACT & SAT

ACT & SAT scores are used to help determine appropriate course placement.

Application Process

In COHP, certain programs require that students apply and be accepted into the professional sequence of classes once they have completed the specific qualification courses with set minimum grades.

Catalog

Contains information about the entire university- degrees, majors, programs, course descriptions, etc.

Check sheet

A list of all of the classes a student must take to graduate with a particular degree.

Class Section

A specific class offered in more than one time frame is identified by number. Each number is known as a section, i.e. ENGL 150-001 (section 001), 002, etc.

CLEP

Collegiate Level Examination Program. Exam given to assess level of knowledge in specific course for credit.

Co-requisite

A class that must be taken at the same time as another particular class because of relationship of materials.

Credit

One class hour per week for a semester. Example: A 3 credit class meets for 3 hours each week.

CRN

Course Reference Number. 5 digit number assigned to each section of each course.

Curriculum

Structured sequence of courses specific to a major.

Drop/Add

During the first four days of classes you are free to drop and add classes on the web. After the fourth day of classes, you may withdraw from a class by filling out a form in your Dean's Office, but you may not add a course in its place.

Full Time

12 credits is full time for Financial Aid. A typical full time load is 12-16 credits.

GPA

Grade Point Average.

Hold

A restriction placed on a student's account to stop the student from registering. Holds may be placed on student accounts by the Health Center, an advisor, Financial Aid, Business Office, Judicial Affairs, Residential Life, or other campus offices.

MyDegree

A software application accessible through MyFSU that shows progress toward degree completion, shows how current credits would transfer into a new FSU program and helps with academic planning.

MyFSU

The web portal for the University. To get into MyFSU, login with FSU computing ID. Through MyFSU students will register for classes, check grades, use Ferris e-mail, lookup advisor information, check registration dates, etc.

Pre-Requisites

Classes that MUST have already been taken before eligibility to take a higher level class.

Registration

The act of scheduling classes for each semester.

Registration and Academic Guide

Online document that contains information about when classes are typically offered and other information regarding dates, etc. for a given semester or academic year.

Registration Date

The earliest date a student may register for courses. The more credits earned, the earlier the registration date will be. This date can be found on the student's MyFSU account (Registration Status).

SLA

Structured Learning Assistance. Workshops attached to particular selected classes to provide additional assistance.

Syllabus

A document from an instructor containing a course outline, assignments, attendance and grading policies, usually given out on the first day of class.

Withdraw

After the first four days of class, a student can withdraw from a class but cannot add another class in its place. Any class withdrawn will show as a "W" grade on a student's transcript. Check the Academic Calendar to discover the last date to WITHDRAW from a class.

STUDENT ACADEMIC BASICS

Students Wishing to Drop from Courses DURING Drop/Add Period (First Four Days of the Semester)

- ❑ **Beware of Dropping Below 12 Credits:** Always check these out BEFORE you drop:
 - Financial aid
 - Parent's insurance
 - International visa status
 - Scholarship eligibility
 - Athletic eligibility
 - Veterans benefits
 - Degree completion requirements by dropping
- ❑ Once classes begin, you may adjust your schedule during the *first four days of the term*. Changes can be made by using the internet (on a 24-hour basis) in the first three days of the drop/add period or in person at the Timme Center for Student Services (8-5 except on the last day - 12:00 p.m. - 5:00 p.m.)
- ❑ Schedule adjustments are NOT permitted after the fourth day of the term **without the approval of the Dean's office** (VFS 209).
- ❑ If you increase your charges during this period, you MUST pay the extra charges by the 4th day of classes or your schedule may be dropped.
- ❑ ALWAYS check your schedule AFTER you have changed your schedule to confirm the drop or add was successful – NEVER assume you successfully completed the transaction until you have verified it by checking your *Concise Schedule, Detailed Schedule OR Week at a Glance Schedule* on MYFSU.

Students Wishing to Withdraw from Courses AFTER Drop/Add Period (First Four Days of the Semester)

- ❑ **Beware of Going Below 12 Credits:** Generally a student should only withdraw from 1 course per semester. Always check these out BEFORE you withdraw from a course:
 - Financial aid
 - Parent's insurance
 - International visa status
 - Scholarship eligibility
 - Athletic eligibility
 - Veterans benefits
 - Degree completion requirements by dropping
- ❑ If you are attempting to withdraw from a course AFTER the official drop/add period go to the Dean's Office VFS 209 to complete the withdrawal process. DO NOT stop attending class UNTIL you have completed the appropriate paperwork. Be sure to check the academic calendar to find out the last day to withdraw from your courses for the semester.
- ❑ Courses withdrawn AFTER the official day drop/add period result in a "W" grade and DOES NOT result in refund of any tuition.

Repeated Course Policy

- ❑ Students will be allowed repeat a course a total of 3 attempts for undergraduate courses. It is better to retake a class sooner rather than later. Remember the LAST grade stands for the course.
- ❑ Within the College of Health Professions, math & science classes needed to qualify for a program are allowed only to be taken twice, including any withdrawals, and once for nursing courses.

Minimum Progression Standards

- Students **MUST** be aware of their programs qualification requirements. Students can find the **Progression Policy** for their major through the **College of Health Professions** website <http://www.ferris.edu/htmls/colleges/alliedhe/homepage.htm> by clicking on their department (upper left) then on their specific program (along the left side), and then on **Progression Policy** along the left side..
- Students must be aware of and adhere to University probation/dismissal requirements as well as any progression policies for their program.

Early Registration Advising Appointment Reminder

- Check every semester (early November and early March) for the date you can logon to MYFSU and enroll for classes. Check under "Advisor Info" and select the term for this information.
- Attend a group advising session as soon as you can.
- Course access is first come, first served.
- Advisors in the College of Health Professions are the ones who will remove your advising holds.

Group Advising Sessions

These sessions are required for all students enrolled in a "pre-clinical" Health Professions program. These sessions will start a month before registration and the schedule will be posted on the "**Pre Program Advising**" link on OrgSync. Check the schedule in October and February of each academic year. You **MUST** attend to release your academic advising hold.

Preparing for Registration

- Review your program check sheet (or MyDegree) for required courses.
- Check your registration date.
- Attend your Group Advising session if you are in a "pre-clinical" program. All other programs, contact your advisor.
- Be sure to take your check sheet, student action plan and current schedule of classes to your advising appointment (or be prepared to pull them up on MyDegree).
- Register for classes **BEFORE** you leave for semester break!
- Online readiness tutorial: found under MyRegistration in MyFSU**- when registering for an online section of a course you need to complete this test first otherwise you will not be able to register for that section of the desired course.

Early Registration Group Advising

- Your advising hold will **NOT** be cleared until you attend a group advising session (for all pre-students) or meet with your advisor for direct entry programs.
- Be sure to take care of any other holds, which may be prohibiting early registration (i.e. health center, business office, address verification, etc.)
- Check your "holds" on MYFSU by going to the "Student" tab then select MyRegistration and click on "Holds". If all of your holds are **NOT** taken care of, you will **NOT** be able to register on your assigned date.

Course Prerequisite Reminders

- When searching for courses make sure to **check the course pre-requisites**. If you cannot get into a course it is often because you have not fulfilled the courses prerequisites (or because the course is permit only and needs special approval from the department).

RESOURCES

1. TUTORING:

- All tutoring is FREE
- Tutoring is arranged on a first come, first served basis
- Students are allowed 2 appointments per week per subject
- One-on-one or small group sessions in the Academic Support Center with on-site tutors available
- Regularly scheduled course specific workshop tutoring is provided on a walk-in basis in classrooms on campus
- Lab tutoring assists students with the use of specialized equipment
- Students should call X3542 for an appointment or stop in at ACS 1017
- Educational Counseling Services 231-591-

2. STUDY SKILLS ASSISTANCE:

- | | |
|-------------------|------------------|
| -Textbook Reading | -Memory |
| -Test Taking | -Time Management |
| -Note-Taking | -Study Skills |

3. COUNSELING SERVICES:

- Students who wish to see a counselor are asked to call or walk into the Counseling Center located in Birkham Health Center during regular office hours. Appointment generally last about an hour for 1-2 sessions (as needed). The therapist helps the student define the problem that he/she wishes to
- Resolve and they then work together to develop goals and strategies to resolve these. Students
- Seek help for a variety of concerns including:
 - Stress
 - Depression
 - Coping with personal feelings
 - Self-esteem
 - Gay/lesbian/bisexuality issues
 - Sexual assault trauma
 - Anxiety
 - Suicidal thoughts
 - Alcohol & drug use/abuse
 - Family issues
 - Eating disorders

4. RESEARCH ASSISTANCE:

- The Reference & Instructional Services (RIS) Department serves the Ferris Community by providing assistance with all levels of general and research related information needs.
- Reference service is provided in person, by phone (X 3602) via e-mail and by live chat.
<http://www.ferris.edu/library/reference/homepage.html>

5. WRITING CENTER:

- The writing center aims to provide help with all aspects of the writing process, from preliminary brainstorming & outlining, to revising & polishing final drafts. They can also offer help writing
- Business letters, applications & resumes as well as assist with spelling, grammar & sentence structure.
- They offer one-on-one on-site tutoring in ASC 1017 with paraprofessionals and student tutors. Online they offer e-mail tutoring as well as a web page which has information about the center, worksheets, and on-line writing practice tutorials.
<http://www.ferris.edu/writingcenter/>

RESOURCES (continued)

6. BIRKHAM HEALTH CENTER:

- Ferris students and their families are eligible for medical care including evaluation and treatment for illness and injury anytime during the entire calendar year. Patients are seen on a walk-in and by appointment basis.
<http://www.ferris.edu/htmls/studentlife/HCenter/>
- Please read about our services, including our pharmacy, office hours, insurance, etc., and if you have any questions or concerns, please call us at 231 591-2614 or contact the director.

7. GPA CALCULATOR:

This is an online tool for students to use to calculate their GPA.

<https://www.ferris.edu/admissions/registrar/schdBook/gpaCalc.cfm>

8. CAMPUS BOOKSTORE:

- When you get your books from the campus bookstore, you can be sure you're getting exactly what you need to be prepared for class. Textbook editions change all the time, so the bookstore works closely with your faculty members to ensure the right books is on the shelves for all of your courses.

9. EDUCATIONAL COUNSELING AND DISABILITY SERVICES:

- This helps students explore academic and career options, examine strengths, and set lifetime goals. The department also serves and advocates for students with disabilities. You may contact them at 231-591-3057 or STARR 313.

<http://www.ferris.edu/ecds/>

10. MyDegree:

- A software application accessible through MyFSU that shows progress toward degree completion, how current credits would transfer into a new FSU program and helps with academic planning.
 - Log onto **MyFSU**
 - Click **Student**
 - Click **MyRecords**
 - Click **MyDegree** (left panel under degree progress & graduation)

Ferris State University - College of Health Professions
MAJORS AND EMPLOYMENT SITES

Clinical Laboratory Science – Medical Laboratory Technology, A.A.S. (MLT), and Medical Laboratory Science, B.S. (MLS). Using science and technology to unravel medical mysteries. Studies indicate that 70% of diagnosis and treatment decisions are based on test results provided by clinical laboratorians. *Employed in hospitals, clinics, blood banks, independent laboratories, sales, research, consulting, health maintenance organizations, consulting, and crime labs.*

Dental Hygiene, A.A.S. – Providing preventative dental care and teaching good oral health. *Employed in dental offices, HMO's, hospitals, universities, armed services, prisons, health departments, schools, businesses, and research labs.*

Diagnostic Medical Sonography, A.A.S. – Assisting physicians with uncovering mysteries of the body with the use of high tech ultrasound equipment. *Employment available in hospitals, physician offices, clinics, and other health care settings.*

Health Care Systems Administration, B.S., LTC, & MHA – Learning the business side of the health care system. *Employed in hospitals, clinics, nursing homes, health maintenance organizations, physicians' offices, mental health facilities, dental offices, and Hospice.*

Health Information Management, B.S. – Interfacing with medical, financial, and administrative staff. *Employed in hospitals, clinics, insurance agencies, government agencies, physicians' offices, health maintenance organizations, mental health facilities, and Hospice.*

Health Information Technology, A.A.S. – Analyzing data, reporting patient information, and determining reimbursement. *Employed in hospitals, clinics, insurance agencies, government agencies, physicians' offices, health maintenance organizations, mental health facilities, and Hospice.*

Molecular Diagnostics, B.S. – Using molecular techniques and diagnostics for the detection of disease and genetic disorders and for pre-implant screening. With personalized medicine, molecular techniques are also applied to monitor and decide which therapeutic agents can be effective for treatment. *Employment available in hospitals, reference labs, genetic and pharmaceutical laboratories, regulatory agencies, or as field technicians.*

Nuclear Medicine Technology, B.S. – Imaging the body using radioactive materials to diagnose and treat patients. *Employed in hospitals, clinics, and medical laboratories.*

Nursing – Professional B.S. (BSN), Masters Level (MSN), Doctor of Nursing Practice (DNP)* and Nursing Certificate (Education)

Promoting health, preventing disease, and helping patients cope with illness. Advanced practice nurses work as supervisors, basic primary health care providers, or in areas of specialization. *Employed at hospitals, clinics, nursing homes, home care, and other health care settings.*

*DNP coming soon

Public Health, B.S., MPH – A growing field that offers a variety of opportunities for specialization in research, communications, health care, technology, and the social sciences. *Employment available in settings such as professional offices, community health clinics, hospitals, classrooms, and community centers.*

Radiography, A.A.S. – Imaging specialists who assist physicians with diagnosis and treatment of disease and trauma. Radiographers can specialize in CT, MR, mammography, and angiography. *Employment available in hospitals, clinics, medical laboratories, military, long-term care facilities, home health care, and sports center facilities.*

Respiratory Care, A.A.S. – Evaluating, treating, and caring for patients with heart and lung disorders. Work in critical care, neonatal, and emergency departments. *Employed in hospitals, clinics, home care, long-term care facilities, HMO, sales, research, transportation, respiratory education, and diagnostic centers.*

COLLEGE OF HEALTH PROFESSIONS SCIENCES HOMEPAGE

<http://www.ferris.edu/htmls/colleges/alliedhe/homepage.htm>

College of Health Professions reception desk 231-591-2270

CHP@ferris.edu

The College of Health Professions Academic Policies can be found by using the drop down menu of the **Ferris homepage** (www.ferris.edu)

- Click on **Academics**
- Click on **Academic Colleges**
- Click on **Health Professions**
- Click on **Policies and Resources for Students, Staff and Faculty** (left red panel)

DEPARTMENT HOMEPAGE

- General Department Information
- Link to specific information about your program
- All programs have included:
 - Program Curriculum Guide
 - Progression Policy
 - Student Handbook
 - Admissions to the Clinical Programs
 - Clinical Affiliates

PRE-CLINICAL ADVISING

- New Information about your program
- Tips to maximize your opportunities
- Group advising sessions—REQUIRED before you can register each semester

<http://www.ferris.edu/htmls/colleges/alliedhe/Pre-Program-Advising.htm>

ADMISSIONS TO THE CLINICAL PROGRAMS

(REQUIREMENTS TO ENTER THE PROFESSIONAL SEQUENCES)

<http://www.ferris.edu/HTMLS/colleges/alliedhe/admit/Admission-to-the-Clinical-Programs.htm>

ACADEMIC CALANDAR

<http://www.ferris.edu/htmls/academics/calendars/>

ACADEMIC ADVISING GUIDE

<http://www.ferris.edu/htmls/academics/advising/>