

2017-18

GOLDEN GRIZZLY GUIDE

FOR TRANSFER STUDENTS





FOCUS ON THE FINISH LINE

oakland.edu/finishline

Keep on track toward graduation and life after OU by following these phases:

1



EXPLORE YOUR OPTIONS

Explore your academic options and dive into campus life.

2



ENGAGE IN YOUR MAJOR

Get serious about your major, and set goals for a stellar future.

3



GAIN RELEVANT EXPERIENCE

Sharpen your competitive edge with internships and career-related experience.

4



LAUNCH YOUR FUTURE

Cross the stage at graduation with a strong resume and professional direction.

WELCOME

Welcome to the Golden Grizzly family!

As a transfer student, we know you have many questions concerning Oakland University and college life. In an effort to answer some of these questions, the Orientation Team has developed this Golden Grizzly Guide just for you. We hope you find this guide to be helpful as you enter the OU family.

If you have questions after attending orientation, please contact us at (248) 370-GOLD or gold@oakland.edu. We will be happy to provide you with the desired information or direct you to the department that can best answer your questions. Good luck and go Grizzlies!



CONTACT INFORMATION

Academic adviser _____

Phone _____

Email _____





Transfer Welcome Brunch

TUESDAY, SEPTEMBER 5, 2017

11:30 a.m. - 12:30 p.m.

Welcome to the Golden Grizzly family! Join us on campus for brunch and to connect one-on-one with campus resources from:

- Student Financial Services
- Career Services
- The Center for Student Activities
- Veterans Support Services
- And many more

We also invite you to attend New Student Convocation, Academic Open Houses and the Involvement Fair to explore what it means to be a part of the OU community.

Register today at [**oakland.edu/transfer-student/welcome**](http://oakland.edu/transfer-student/welcome).

IMPORTANT ACCOUNTS

	URL	LOGIN	USES
MySAIL *Download the OU MySAIL mobile app, available for iPhone, iPod touch and Android devices, for easy access to most of the services listed here.	oakland.edu, click on MySAIL or mysail.oakland.edu	NetID username and password	<ul style="list-style-type: none"> • Register for classes • Check grades • Access eBill, Webmail, Moodle, GrizzOrgs • Check financial aid status • View Progress to Degree • Buy books • Designate proxy to view academic and financial aid information • Enroll in direct deposit
Webmail	webmail.oakland.edu	NetID username and password	<ul style="list-style-type: none"> • Send and receive messages • View attachments • Receive OU official communication regarding: <ul style="list-style-type: none"> - Grades - Student bills - Financial aid status - Schedule of classes - Campus news and events
Moodle	moodle.oakland.edu	NetID username and password	<ul style="list-style-type: none"> • Course management • View course assignments, readings, syllabi and other materials
eBill	oakland.edu/ebill	Grizzly ID and PIN	<ul style="list-style-type: none"> • View account balance • Make payments • Designate authorized user to view and pay bills
GrizzCard	oakland.edu/grizzcard		<ul style="list-style-type: none"> • Recreation Center membership card • After-hours access to residence hall • Meal plan and campus dining card • Kresge Library card • Printing services • GrizzCa\$h • Ticket to campus activities and services • Oakland University Credit Union debit card



ACTIVATING IMPORTANT ACCOUNTS

Your MySAIL and NetID (Email) Accounts

All new students are required to activate their MySAIL and NetID accounts before starting at the University. For instructions on how to do so, visit oakland.edu/activate.

Forwarding Your OU Email to Another Account

1. Log in to Webmail at webmail.oakland.edu
2. Select the gear symbol and click “Settings”
3. Select the “Forwarding and POP/IMAP” tab
4. Select “Add a forwarding address” and follow the directions provided

Updating Your Address and Phone Number

1. Open a Web browser and go to oakland.edu
2. Click on “MySAIL” and log in using your NetID and password
3. Select “Sail”
4. Select “Personal Information”
5. Select “View/Update Address(es) and Phone(s)”
6. Scroll down to the section labeled “Primary” and click on “Current”
7. You can now update your primary address or phone number. When you are finished and the information is accurate, select “Submit” in the bottom left corner.

Adding a Proxy in MySAIL

1. Open a Web browser and go to oakland.edu
2. Click on MySAIL and log in using your NetID and password
3. Select “Sail”
4. Select “Student Services”
5. Select “Manage Proxy”
6. Select “Add Proxy”
7. Fill in the required fields and select “Add Proxy”
8. Once the proxy has been added, click on the yellow down arrow next to their name
9. On the “Profile” tab, select a relationship type from the drop-down menu and indicate a start and stop date for your proxy to have access to your information
10. On the “Authorization” tab, select all areas of MySAIL that you would like your proxy to have view-only access

Adding an Authorized User in eBill

1. Open a Web browser and go to oakland.edu
2. Click on “MySAIL” and log in using your NetID and password
3. Select “eBill” and log in using your Grizzly ID and PIN
4. Under the “My Account” tab, select “Authorized User”
5. Enter the email address of the person you would like to add as an authorized user and indicate which areas of eBill you’d like your authorized user to be able to view
6. Select “Continue”
7. If you agree to the terms given, check the box and select “Continue”
8. An email will be sent to your authorized user with directions on how to log in to eBill

Syncing Your Cell Phone to OU Email

Visit oakland.edu/connected/phonesync and sync your cell phone to your OU email account so you can receive important messages about eBill, academics and special events on the go!

Printing on Campus Using wēpa

1. Upload your documents to the wēpa print cloud using your NetID and password.
2. Login at any wēpa print station with your GrizzCard
3. Select and print your documents.

There are a few ways you can upload and print your documents:

- Cloud - Access your Box, Dropbox, Google Drive, Office 365 or OneDrive account at any wēpa print station to print your files.
- Web - Login at wepanow.com/webupload, select your documents and “send to wēpa.”
- Traditional - (One-time download to your personal computer wepanow.com/printapp) Open your document, choose “file > print” and select your preferred wēpa printer.
- Email - Using your NetID, email your documents to print@wepanow.com.
- Mobile - Download the “wēpa Print” app and follow the instructions.
- USB - Insert your USB drive at any wēpa print station.

Visit wepanow.com/maps and enter 2200 N. Squirrel Rd. in the “Search Location” box to find print stations near you.

IMPORTANT DATES

The dates listed below are accurate as of April 2017. All refund and withdrawal deadlines pertain to full semester classes only. Refer to the campus calendar at oakland.edu/important-dates for up-to-date information.

FALL 2017

Payment due date	August 15
Residence hall move-in (new, incoming transfer students)	September 2-3
Welcome Week	September 5-10
New Student Convocation, Transfer Welcome Brunch and Involvement Fair	September 5
Classes begin (at 7:30 a.m.)	September 6
First day to submit 2018 – 19 FAFSA online	October 1
Last day to drop with a 100% refund	September 19
Homecoming and Reunion Weekend	October 13-14
Last day official withdrawal	November 8
Thanksgiving recess begins at 10 p.m.	November 22
Classes resume at 7:30 a.m.	November 27
Winter classes - payment due date	November 30
Classes end at 10 p.m.	December 9
Study day	December 10
Exams begin	December 11
Payment due date	December 15
Exams end at 10 p.m.	December 16
Fall Commencement	December 16



WELCOME WEEK



New Student Convocation, Transfer Welcome Brunch, the Involvement Fair, LOL Comedy Show, Meijer Mania, CMI Welcome BBQ, NPHC Yard Show, GrizzFest, "The Walk" to Meadow Brook Hall, Sigma Pi Pig Roast, SPB Carnival and much more.

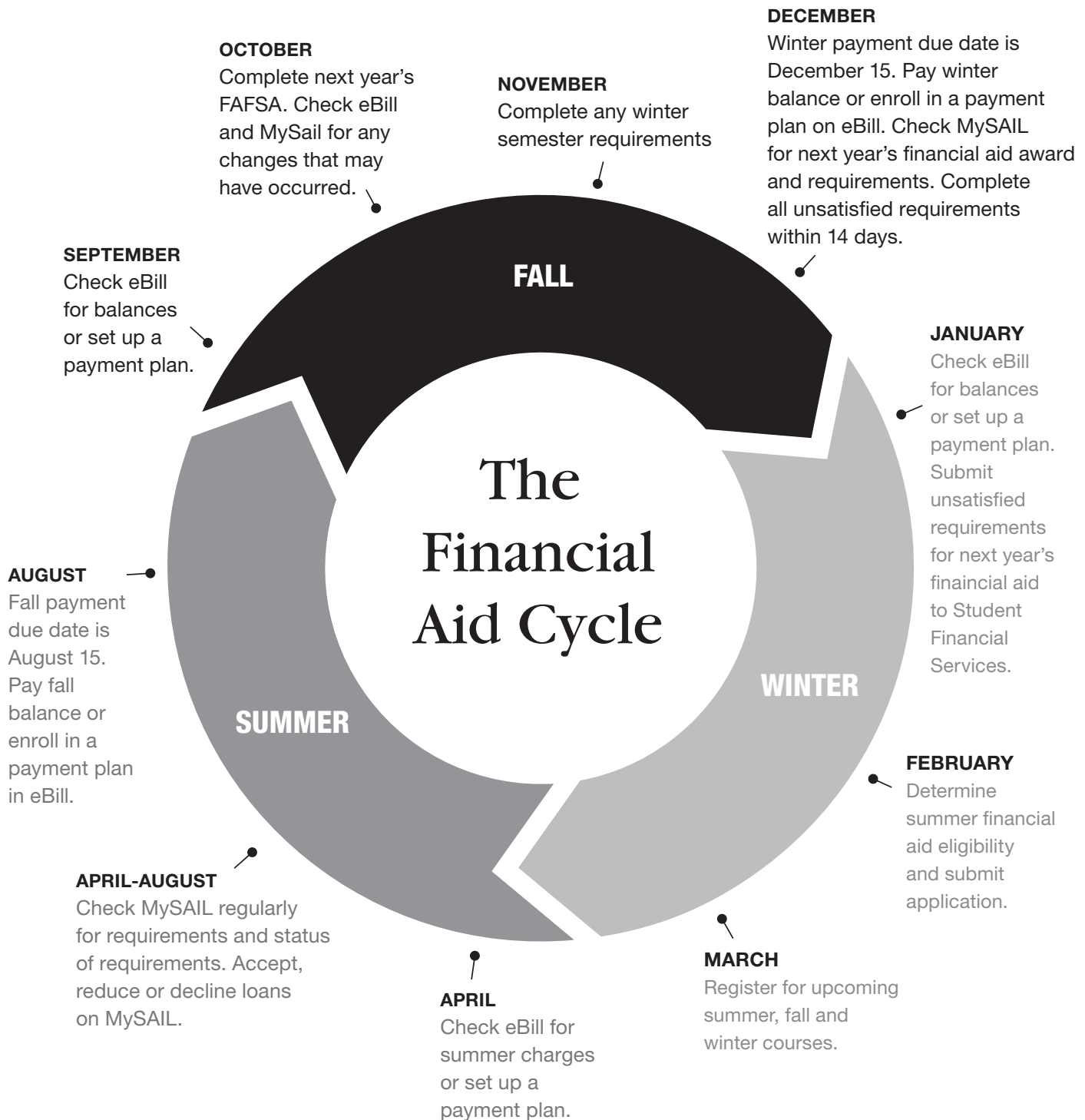
WINTER 2018

Classes begin at 7:30 a.m.	January 3
Welcome Week	January 3- 6
Martin Luther King Jr. Day (classes suspended)	January 15
Last day drop with 100% refund	January 17
Winter recess begins at 10 p.m.	February 17
Classes resume at 7:30 a.m.	February 26
Last day of official withdrawal	March 4
Classes end at 10 p.m.	April 17
Study day	April 18
Exams begin	April 19
Exams end at 10 p.m.	April 25
Winter Commencement	April 26-28

OU FINANCIAL FLOW

Make the most of your money by understanding and following the financial aid flow at Oakland University. This month-by-month cycle breaks down exactly what you need to do to stay in good financial standing with the university.

To view all components, visit oakland.edu/financialservices/checklists.



A PROGRAM FOR EVERY PASSION

OU offers more than 130 bachelor's degree programs, so you're sure to find what you're looking for.

COLLEGE OF ARTS AND SCIENCES

Acting (BFA)*
Actuarial Science**
Anthropology
Applied Statistics
Art History
Art, Studio Art (Drawing, New Media, Painting, Photography)
Art, Studio Art (K-12)*
Biochemistry
Biology*
Biomedical Sciences (Anatomy)
Biomedical Sciences
Chemistry*
Chinese Language and literature
Chinese Studies
Cinema Studies
Communication
Creative Writing
Criminal Justice (Homeland Security, Information Security and Assurance)
Dance (B.A./BFA)*
Dance Education
Dance Education and Performance
Economics (B.A.)***
English*
Environmental Science (Environmental Health, Environmental Sustainability and Resource Management)
Film Making
French Language and Literature
French (K-12)*
German Language and Literature
German (K-12)*
Graphic Design
History*
International Relations^L
Japanese Language and Literature*
Japanese Studies
Japanese (K-12)*
Journalism
Latin American Language and Civilization
Latin American Studies
Liberal Studies
Linguistics
Mathematics*
Medical Physics
Music* (Instrumental Performance, Piano Performance, Vocal Performance)
Music (K-12)**

Musical Theatre (BFA)*
Philosophy
Physics*
Piano Pedagogy
Piano Performance Pedagogy
Political Science^L
Pre-Dentistry
Pre-Law
Pre-Medicine
Pre-Optometry
Pre-Veterinary
Psychology^L
Public Administration and Public Policy^L
Public Relations and Strategic Communications
Social Work (BSW)
Sociology
Sociology/Anthropology
Spanish Language and Literature
Spanish (K-12)*
Theatre*
Theatre Design and Technology (BFA)*
Women and Gender Studies
Writing and Rhetoric

SCHOOL OF BUSINESS ADMINISTRATION

Accounting
Business Economics
Economics (B.S.)
Finance
General Management
Human Resources Management
Management Information Systems
Business Analytics Specialization
Information Security Management Specialization
Marketing
Operations Management
Supply Chain Specialization
Project Management Specialization
Lean and Quality Specialization

SCHOOL OF EDUCATION AND HUMAN SERVICES

Elementary Education
Human Resource Development
Secondary Education*

SCHOOL OF ENGINEERING AND COMPUTER SCIENCE

Bioengineering***
Computer Engineering
Computer Science
Electrical Engineering
Engineering Chemistry***
Engineering Physics***
Industrial and Systems Engineering
Information Technology
Mechanical Engineering

SCHOOL OF HEALTH SCIENCES

Applied Health Sciences^M
(Health care Leadership or Health Promotion)
Biomedical Diagnostic and Therapeutic Sciences (Medical Laboratory Science, Histotechnology, Nuclear Medicine Technology, Pre-Professional Studies, Radiologic Technology)
Environmental Health and Safety
Health Sciences (Exercise Science, Integrative Holistic Medicine, Nutrition and Health, Pre-Pharmacy, Pre-Physical Therapy, Pre-Health Professional studies)
Wellness, Health Promotion and Injury Prevention

SCHOOL OF NURSING

Nursing (BSN)
RN-BSN Degree Completion Sequence for Registered Nurses^{OO}

INTEGRATIVE STUDIES

Integrative Studies^{XL}

UNDECIDED STUDENTS

OU provides advising specifically for those who are undecided. Oakland's First Year Advising Center will assist you in selecting your major.

oakland.edu/fyac

GRADUATE STUDY

Oakland offers more than 120 graduate programs including post-baccalaureate certificates, master's degrees, and Ph.D. programs.

oakland.edu/grad

* Audition required.

** Offered jointly with the School of Business Administration.

*** Offered jointly with the College of Arts and Sciences.

◆ The Secondary Teacher Education Program (STEP) at Oakland is a partnership program in secondary education leading to a recommendation for certification to the Michigan Department of Education. Students earn their disciplinary credits (in Biology, Chemistry, English, History, Mathematics or Physics) from the College of Arts and Sciences and their professional course credits from the School of Education and Human Services. Oakland also offers six K-12 partnership programs between the College of Arts and Sciences and the School of Education and Human Services: French, German, Japanese, Music, Spanish and Studio Art.

M Offered exclusively through Macomb Community College. For transfer students only.

X Offered on campus and as an online program.

OO Offered online only.

L Students have the option to participate in the Oakland University and Wayne State University Law Partnership 3+3 Program.

TRANSFERRING TO OU

How Are Your Credits Going to Transfer to OU?

THE BASICS OF CREDIT TRANSFER

Generally, your credits will transfer if ...

- Academic Records has received official transcripts sent directly from your previous college(s) to Oakland University; we cannot accept transcripts that are faxed, hand carried or mailed by the student
- The transferring institution is regionally accredited
- You complete a course with a grade of 2.0 or equivalent grade

Additionally ...

- Community college transfer credit is limited to one-half of the minimum credits required for your degree program.
- While the community college transfer credit limit will always apply, all eligible courses taken by the student prior to their second semester at OU will be *considered* for the degree requirements.
- There is no credit limit for four-year colleges and universities.
- Students who have satisfied either the MACRAO agreement or Michigan Transfer Agreement (MTA) will fulfill OU's General Education requirements by completing a writing intensive course and a capstone course in the major. MTA transfer students must also either transfer in a course that is acceptable for the knowledge application(s) requirement or take the course at OU after transferring.

TRANSFER CREDIT EVALUATIONS

New students entering Oakland University generally will receive a preliminary evaluation of coursework completed at other institutions by mail within a week of admission. This evaluation shows the total number of credits awarded for each institution as well as how those credits apply to degree requirements including general education, writing proficiency and U.S. diversity. These will be noted on your Transfer Equivalency Worksheets as follows:

Knowledge Foundations

Writing	WRT 160 COMP or WF
Formal Reasoning	FR

Knowledge Exploration

Arts	ART
Foreign Language and Culture	LG
Global Perspective	GP
Literature	LIT
Natural Science and Technology*	NSTN
Natural Science and Technology - Lecture*	NSTL
Natural Science and Technology - Lab*	NSTB
Social Science	SS
Western Civilization	WCIV

Knowledge Integration

Knowledge Applications	KA
U.S. Diversity	DIV

* Must complete NSTN or both NSTL and NSTB to satisfy the Natural Science and Technology general education requirement..

A final evaluation showing how transfer work applies to major program requirements is completed by the academic unit of the student's declared major. Contact your academic adviser to obtain a copy of this final evaluation.

Returning students who have completed coursework elsewhere should have an official transcript mailed by the guest institution directly to the Academic Records Office, O'Dowd Hall, Room 100, 586 Pioneer Dr., Rochester, MI 48309-4482. Contact your academic adviser to receive a copy of the final evaluation.

You can view transfer equivalency information for most (Michigan community) colleges at oakland.edu/transfers.

Tips on Transferring to OU

COURSE REVIEWS

In the event your academic adviser feels that a transfer course may meet a specific General Education or major requirement not already identified, they will give you the instructions for requesting a Transfer Course Review. See your school/college academic adviser for information on this process.

TRANSFER CREDITS AND TUITION ASSESSMENT

Tuition is assessed based on a student's class standing, residency and the number of credits enrolled. If transfer credits entered into your academic record change your class standing from sophomore to junior mid-semester, the tuition for the current semester will reassess from the lower-level tuition rate to the upper-level tuition rate. The reassessment will cause a new tuition bill to be generated, which will be due on the next scheduled bill due date. If you are enrolled in a payment plan, the additional tuition will be divided equally among any remaining payment plan installments. For information on tuition rates, bill due dates, payment plans and more, visit the Student Financial Services website at oakland.edu/financialservices.

For detailed information on transfer policies and procedures, see the Undergraduate Catalog available at catalog.oakland.edu. Additional questions regarding transfer credit may be directed to Academic Records at (248) 370-3459 or to your academic adviser.



"I enjoyed my transfer experience — OU advisers easily answered any questions I had and helped me register for classes my first semester. My transition from Macomb to Oakland was very smooth because of the excellent advisers."

Alyssa Barker
Former Macomb Community College student
OU health sciences major

Tips for Transfer Students

Avoid Culture Shock

While you may not be new to "the college scene," you are new to Oakland University. Investigate the campus and important resources such as Kresge Library, Student Financial Services, Student Technology Center, Career Services and The Tutoring Center.

Get with the Program

Research the many academic programs and associations that pertain to your major. Attend departmental and professional presentations offered at OU. This will give you an opportunity to meet other students who share your interests and provide you a means to quickly develop a study network.

Reap the Benefits — Quickly

Oakland offers opportunities for internships, undergraduate research experiences and career preparation. Learning how to take advantage of all of these opportunities as soon as possible will get you further, faster.

Don't Forget to Have Fun

Yes, even transfer students need to take time to socialize. Your involvement in social activities on campus is an excellent way to relax and make new friends while getting acclimated to OU. Some of the best sports, music, theatre and exhibits are right here for you to experience.

SCHOOLS AND COLLEGE ACADEMIC ADVISING UNITS

Bachelor of Integrative Studies

North Foundation Hall, Room 160
(248) 370-3229
bis@oakland.edu
oakland.edu/bis

School of Health Sciences

Human Health Building, Room 1014
(248) 370-2369
shs@oakland.edu
oakland.edu/shs/advising

School of Business Administration

Elliott Hall, Room 232
(248) 370-3285
sbaug@oakland.edu
oakland.edu/business/undergrad

School of Engineering and Computer Science

Engineering Center, Room 255
(248) 370-2201
oakland.edu/secs/student-resources/academic-advising

School of Nursing

Human Health Building, Room 3027
(248) 364-8733
nrsinfo@oakland.edu
oakland.edu/nursing/undergraduate-program/bsn

College of Arts and Sciences

Varner Hall, Room 221
(248) 370-4567
casadv@oakland.edu
oakland.edu/casadvising

School of Education and Human Services

Pawley Hall, Room 363
(248) 370-4182
edadvise@oakland.edu
oakland.edu/sehs-advising

Undecided about your major?

First Year Advising Center
North Foundation Hall, Room 121
(248) 370-3227
oakland.edu/fyac



Visit oakland.edu/advising to

- Find contact information for your academic adviser
- Determine your degree requirements
- Get help with registration
- Explore future careers

GETTING THE MOST OUT OF YOUR ADVISING EXPERIENCE

- Accept responsibility for decisions. Your adviser can present options, but the decisions are yours to make.
- Maintain copies of academic records, including grade reports, program plans, general education requirements, add/drop forms, transfer credit evaluations and transcripts from your previous institution(s). Keep these in an advising folder.
- Prepare a list of questions or concerns before seeing your adviser. Have a tentative schedule ready if you are preparing to register for classes.
- Take the initiative to meet with your adviser regularly to monitor progress toward graduation.
- Get to know your adviser and let the adviser get to know you. If you find yourself in academic difficulty or need help adjusting to college life, your adviser can be instrumental in facilitating your success.



ESTABLISHING A RELATIONSHIP WITH A FACULTY ADVISER OR MENTOR

OU's faculty members are incredible resources for students who reach out and make connections with them in meaningful ways. They are experts in their academic disciplines and can offer advice about opportunities at OU and in the academic community. Early in your collegiate career, identify a faculty adviser or mentor and get to know them. These questions may help get the conversation started:

- What advice would you give someone who is thinking about pursuing this field?
- What are the pros and cons of this field?
- Do I need to go to graduate school to get a job in this field?
- Do I need an internship? What kinds of internships do you recommend?
- Should I do research? How do I find out about opportunities at OU?
- What professional/student organizations would I benefit from joining?

Undergraduate students have the opportunity to participate in high-level research projects with expert faculty. Visit the Center for Undergraduate Research and Leadership at oakland.edu/hc/research for more information.



DEGREE WORKS

Oakland University's Degree Works program is a web-based, degree-auditing and tracking tool that enables students and advisers to evaluate academic progress towards graduation. Degree Works helps you:

- Learn the degree requirement for your major.
- Identify courses needed to complete your degree.
- See how the courses you have completed fulfill requirements for your major.
- Run what-if scenarios to find out how current courses would apply to a change of program.
- Stay on-track for degree completion.

GENERAL EDUCATION REQUIREMENTS

The major goals of Oakland University's general education program are to introduce students to a broad base of knowledge and to develop their analytical and evaluative skills, creating a solid foundation for productive and fulfilling lives of leadership, innovation and service. The breadth of knowledge acquired through general education cannot be found in any single major.

Through its three-part structure of foundations, explorations and integration, the general education program complements the major to increase the student's flexibility and options upon graduation. All students must satisfactorily complete at least one approved course in each general education category.

Learn about general education requirements at oakland.edu/gened.



ACADEMIC LINGO

Add - Students may register and add courses without faculty signature via MySAIL Web registration or in person at Registrar Services through the first week of classes. During the second week of classes, instructor's permission is required.

AFC - Anton/Frankel Center, situated in Mt. Clemens, is a location in Macomb County that offers more than 100 OU courses each year.

Catalog - Published online annually, this reference contains the requirements needed to achieve your degree at OU. Each major is listed, including all courses that are offered in each subject area. Also included are requirements that you need to follow for your major. catalog.oakland.edu

Corequisite - Courses (usually two or more) that must be taken simultaneously.

Days of the Week in Schedule of Classes

M	T	W	T	F	S	S
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

For example, a course that appears to meet on TR meets on Tuesday and Thursday of each week.

Drop - After initially registering for a semester, students may go back and drop a course via MySAIL Web registration, in person at Registrar Services, by fax or by certified mail at any time until the last day to drop a course. Make an informed decision by visiting oakland.edu/dropornot.

Full-time - Students are considered full-time when enrolled in at least 12 credit hours in one semester.

Good Academic Standing - Students with a cumulative grade point average of 2.0 or above are considered in good academic standing. Students who fail to meet this standard are placed on academic probation and must meet minimal standards of progress each semester to continue at the university. (Each program may have higher GPA requirements for good academic standing. See your academic adviser for more information.)

MUC - Macomb University Center, situated in Clinton Township, is a location in Macomb County that offers more than 200 OU courses each year.

Override - Permission granted to a student for a class they are prohibited from registering for. Consult with your academic adviser.

Prerequisite - Students may register for a course that requires a prerequisite; however, they must successfully complete that prerequisite before the course begins.

Professor/Faculty - Responsible for teaching courses, conducting research and providing service to the university, professors/faculty are credentialed in their field of study.

Repeat - Students may repeat a course once (sometimes twice) after their first attempt to improve their grade earned during prior enrollment, but they must do so at OU. Students should consult with their academic adviser as repeats can impact time to degree

completion, a subsequent semester of courses and OU scholarship eligibility. The most recent grade will be the grade of record regardless of whether it is the highest grade earned.

Schedule of Classes - Found on MySAIL, the schedule of classes includes class offerings for each semester, including days, times, instructors and locations.

Teaching Assistant (TA) - Master's or doctoral level students in the field who work closely with faculty in the development of classes and classroom management. They may teach classes or labs/workshops in their department of study.

Waitlist - An electronic process (located in SAIL) available for selected courses only, that allows students to add themselves to a waitlist. Students are notified via OU email when a seat becomes available in the course. Students must register for the course within 24 hours; if the student does not register within the time allotted, the next student on the list will be offered the seat. Being on a waitlist does not guarantee registration into the course.

Withdrawal - After classes begin, students may withdraw from a course via MySAIL Web registration, in person at Registrar Services, by fax, or by certified mail. Students have until 4 p.m. on the last day of the withdrawal period to withdraw from the course. Students who do not officially withdraw within the drop/withdrawal time period will remain officially enrolled. Instructors will assign the grade earned at the completion of the course. Simply notifying faculty or ceasing to attend courses does not relieve students from financial obligations. Make an informed decision by visiting oakland.edu/dropornot.

Class Structure

OU offers different course delivery methods depending on the best instruction necessary for the discipline.

- **Lecture** - You will meet in the same classroom with the same instructor for every class period.
- **Lecture/Online Hybrid** - Common in writing courses, you may meet once or twice a week in a classroom, but then also have required online components through Moodle, OU's online course management system.
- **Online** - Course offered online through Moodle. A maximum of three on-campus meetings may be required.
- **Lab** - A required corequisite of courses typically in the natural science and engineering areas.
- **Workshop** - Similar to labs and most common with mathematics courses, workshops are a required corequisite of a course and provide an opportunity for you to work problems and speak with your instructor in a smaller setting.
- **Recitation** - A required extra session of a course often used for additional lecture time or to administer quizzes or exams.
- **Supplemental Instruction (SI)** - A free service that provides organized study sessions two to three times per week for students enrolled in traditionally difficult courses. SI Leaders, students with previous course success, attend the course along with students and then facilitate the study sessions.

Important Note: The number of CREDITS a course has does not always EQUAL the number of hours in class per week.

REGISTERING FOR CLASSES USING MYSAIL

1. Open a web browser and go to oakland.edu
2. Select MySAIL and login using your NetID and password.
3. Select “register for classes.”
4. Select the term you are registering for and click continue
5. Select “advanced search”
6. In the “subject” box, enter the subject you are searching for (example: “CHM Chemistry”).
7. Type in the course number (example “1440”).

Looking for general education courses? Locate the “attribute” box and click inside. Select the “Gen Ed” category you are searching for then continue to step seven.

8. Click in the “campus” box to select a location:
 - a. Main campus (Rochester)
 - b. Mount Clemens (Anton / Frankel Center)
 - c. Macomb (Macomb University Center) - Clinton Township
9. Select “Section Search” at the bottom when all criteria has been entered.

Class selection tip: Select the title of the course to view the class schedule listing, which provides further detail on the course, including prerequisites required, class instruction type and location of the course.

10. Once you have decided on a section, click “add” next to the status of the course.
11. After adding the course, review your summary module to ensure the course appeared with “web register” in the action column.
12. To add another course, select “search again” and enter the new subject and course number you are looking for.
13. Once you have successfully registered for all courses, select “submit.”
14. To view your student schedule by day and time details, review the panel in the bottom left.
15. Select “sign out” in the upper right corner to log out of MySAIL.

The image displays three screenshots of the MySAIL 'Find Classes' search interface. The top screenshot shows the 'Enter Your Search Criteria' form with fields for Subject, Course Number, and Keyword. The middle screenshot shows the 'Attribute' dropdown menu with options like GE WIM, Gen Ed Arts Area, Gen Ed Foreign Lang & Culture, Gen Ed Formal Reasoning, Gen Ed Global Perspective, Gen Ed Knowledge Applications, Gen Ed Literature, and Gen Ed Nat Sci and Tech - New. The bottom screenshot shows the 'Campus' dropdown menu with options like Inlormot, Macomb, Main Campus, Mt. Clemens, Off-Campus - Domestic, and Off-Campus - International. Arrows from the text instructions point to these specific elements.

Registration Waitlist Instructions

1. Select “register for classes”
2. Once you have found the class you would like to waitlist, click “add” next to the class you would like to register for. You will notice the class will have a red exclamation mark for “full” and a gold exclamation mark for “waitlist.”
3. Change the drop-down menu from “web register” to “waitlist” in the action column.
 - a. If you do not select “waitlist” you will receive a closed class error message.
 - b. If you leave the action as none, you will not be added to the waitlist.

4. Click “Submit.”

5. If a space becomes available in the class, an email will be sent to your OU email address which indicates that you have 24 hours to register for the course. If you do not register within 24 hours, the available space will be given to the next person on the list.

Note: Adding to a course waitlist does not guarantee entry into that course. Make sure that you have a full schedule in case a spot does not become available. Also, the waitlist option is only available during the online add/drop period through the first week of classes, when you do not need instructor's permission to add into a course.

Schedule Planning Worksheet _____ Semester

COURSE REFERENCE NUMBER	SUBJECT & COURSE NUMBER	CREDITS	DAYS	TIME	LOCATION

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00–9:07	8:00–9:47	8:00–9:07	8:00–9:47	8:00–9:07
9:20–10:27		9:20–10:27		9:20–10:27
	10:00–11:47		10:00–11:47	
10:40–11:47		10:40–11:47		10:40–11:47
Noon–1:07	Noon–1:00	Noon–1:07	Noon–1:00	Noon–1:07
1:20–2:27		1:20–2:27		1:20–2:27
	1:00–2:47		1:00–2:47	
2:40–3:47		2:40–3:47		2:40–3:47
	3:00–4:47		3:00–4:47	
4:00		4:00		4:00
5:00	5:00	5:00	5:00	5:00
6:30	6:30	6:30	6:30	6:30
7:00	7:00	7:00	7:00	7:00
8:00	8:00	8:00	8:00	8:00
9:00	9:00	9:00	9:00	9:00
10:00	10:00	10:00	10:00	10:00

Schedule Planning Worksheet _____ Semester

COURSE REFERENCE NUMBER	SUBJECT & COURSE NUMBER	CREDITS	DAYS	TIME	LOCATION

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00–9:07	8:00–9:47	8:00–9:07	8:00–9:47	8:00–9:07
9:20–10:27		9:20–10:27		9:20–10:27
	10:00–11:47		10:00–11:47	
10:40–11:47		10:40–11:47		10:40–11:47
Noon–1:07	Noon–1:00	Noon–1:07	Noon–1:00	Noon–1:07
1:20–2:27		1:20–2:27		1:20–2:27
	1:00–2:47		1:00–2:47	
2:40–3:47		2:40–3:47		2:40–3:47
	3:00–4:47		3:00–4:47	
4:00		4:00		4:00
5:00	5:00	5:00	5:00	5:00
6:30	6:30	6:30	6:30	6:30
7:00		7:00		7:00
8:00	8:00	8:00	8:00	8:00
9:00		9:00		9:00
	10:00		10:00	
10:00		10:00		10:00

STUDENT FINANCIAL SERVICES

Offering a host of financial services in one location

Investing in a college education is priceless. The knowledge students gain now will help shape the professional and personal decisions they'll make in the future.

Student Financial Services provides OU students with one location to take care of financial related business, including financial aid, student employment, payment, payment plans, direct deposit and financial aid refunds.

Students and their proxies can view financial aid award and unsatisfied financial aid requirements in MySAIL.

Answers to most student account questions are available through OU's eBill system. Students and authorized users can view student account activity, pay their statement and enroll in a payment plan. For more information about eBill, visit oakland.edu/ebill.

Experienced professional staff is available at your convenience and offers assistance with:

- Financial assistance information
- FAFSA
- Application processing of federal, state and OU scholarships, grants and loans
- Private education loans
- Payment plans
- On-campus student employment
- Processing scholarship checks from external agencies and corporate vouchers
- Statement questions
- Refund questions
- Direct Deposit

Mailing Address Updates

Make sure to notify OU of any changes to your current or permanent address by updating your address on MySAIL.

See page 4 for directions.

Contact Information

Student Financial Services
North Foundation Hall, Rm 120
(248) 370-2550
finservices@oakland.edu
oakland.edu/financialservices



EXTERNAL SCHOLARSHIPS

Michigan Education Trust

Notify Michigan Education Trust (MET) that the student is attending Oakland University by calling (800) MET-4-KID. MET will provide the student's accumulated credits or dollar amounts to OU, and OU will credit the student's account before the next payment due date.

Private Scholarship Checks and Vouchers

If a student receives a scholarship check or tuition voucher, it needs to be sent to Student Financial Services, North Foundation Hall, Rm 120, 318 Meadow Brook Rd, Rochester, MI 48309-4454. The check and voucher should include the student's name and the last four digits of their Grizzly ID. If the check is co-payable to the student and OU, the student should first endorse the check by writing on the back, "Payable to Oakland University" and then provide the student signature. To ensure timely processing, it is important to submit the scholarship check or tuition voucher as soon as it is received.

Financial Assistance

Application: Complete the Free Application for Federal Student Aid (FAFSA) at fafsa.gov and authorize the IRS to include income information on the application through IRS Data Retrieval Tool. Include OU's school code of 002307 on the application. Students automatically qualify for OU scholarships based on admission to OU and establish their eligibility for grants by completing the FAFSA.

Award Notifications: Students are notified through their OU email address to view MySAIL for award information. Students must accept or decline loan offers on MySAIL.

Financial Aid Requirements: Students need to carefully review financial aid requirements on MySAIL. Many students are required to provide OU with additional information. Some awards require additional action by the student and/or parent. It is important for the student or parent to respond promptly since some award requirements have due dates. Financial aid requirements are due within 14 days, unless otherwise indicated.

Policies and Conditions of Financial Services: Read and become familiar with the Policies and Conditions of Financial Aid at oakland.edu/financialservices/policies.

Terms and Conditions of Student Business Services

Read and become familiar with the terms and conditions of Student Business Services available at oakland.edu/sbs/terms.

Tuition Rates and Statement Information

Tuition is assessed based on the student's class standing, residency and the number of credits enrolled. OU notifies students of their statement through eBill, the University's electronic notification system. Students are responsible for checking their OU email. If a student does not set up their OU email account (@oakland.edu), they will not receive a notification. Failure to receive a statement does not excuse students from making the required payment on the due date. Authorized financial aid will appear as a credit on the statement if the student has satisfied all eligibility requirements. Tuition is payable in U.S. currency. For more information on student bills and payment information, visit oakland.edu/financialservices.

eBill

The eBill system offers students the ability to:

- View student account activity
- Sign up parents, spouses and others as authorized users
- Make payments
- Enroll in a payment plan

To access the eBill system go to oakland.edu/ebill.

How to Pay

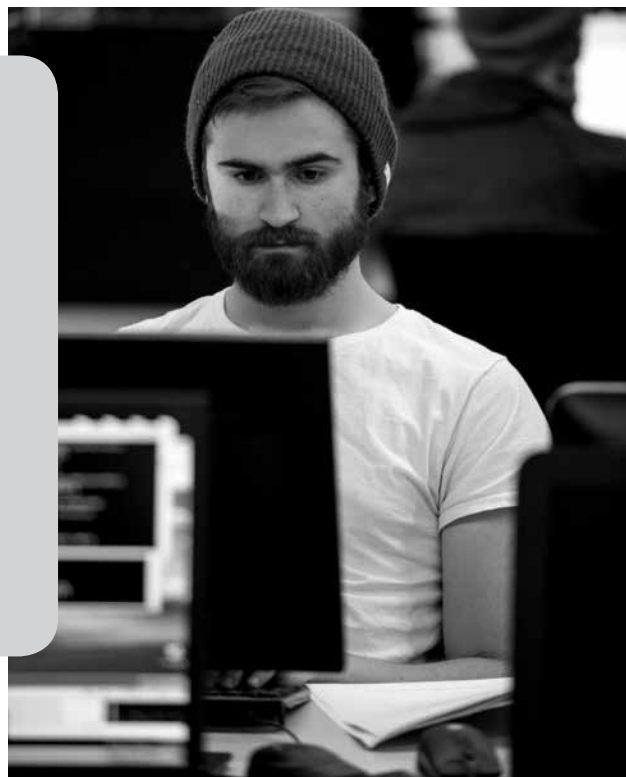
Payments can be made electronically through eBill or in person at the Student Financial Services cashier's window, North Foundation Hall, Rm 120. Returned payments (checks, credit card, debit card or online payments) will be charged a \$25 returned item charge. Payments returned by the bank will be considered nonpayment and may result in cancellation of registration. Payments must be made in U.S. currency.

MYSAIL FINANCIAL AID OVERVIEW

Student Financial Services in MySAIL provides students with access to their financial aid award information, requirements, eligibility, holds and direct deposit. For instructions and information about each area, visit oakland.edu/financialservices/award-status.

Students can view their financial aid information online through MySAIL by following these steps:

1. Go to mysail.oakland.edu
2. Log in using your NetID username and password
3. Select "Financial Aid" in the Academic Services box



OU Payment Plan

Enroll in an OU Payment Plan and spread tuition and on-campus housing charges into several smaller payments. OU will waive the \$25 payment plan processing charge if students or authorized users schedule installment payments using one of the following payment options: checking or savings account, debit card or credit card. For more information or to enroll online, visit oakland.edu/paymentplan.

Third-Party Billing

Oakland University accepts vouchers from most employers and other sponsors. It is recommended that students provide all third-party authorizations (authorized third-party billing, scholarship checks, private loans) to Student Financial Services at least 14 days before the payment due date. If external sources do not cover 100 percent of the balance, the students must pay the balance or enroll in a payment plan and complete the initial payment by the due date. For more information regarding third-party billing, visit oakland.edu/thirdpartybilling.

Late Payment Penalty

Payment in full of the total balance due will avoid assessment of a 1.5 percent monthly late payment penalty. Student accounts must be paid in full by the established payment due dates for students to be eligible to register during the next registration period. Online transcripts, diplomas or other statements of record will be withheld and students will be ineligible to enroll and/or continue to be enrolled in future semesters until the obligations have been fulfilled.

If a student has an amount due and is expecting to financial aid to pay the student account balance, and their financial aid is not reflected on their student account, they must pay their student account balance by the payment due date. Any late payment penalties assessed are the responsibility of the student and will not be paid by financial aid.

Common reasons why financial aid is not on the bill notification are: the student did not yet apply for financial aid, recently applied for financial aid, did not complete financial aid requirements or recently submitted financial aid requirements. It is important to submit requirements by their due date and provide Financial Services with adequate processing time.

Cancellation Policy

Effective fall 2017, students who have not paid their student account balance in full by the established payment due dates will be canceled from all classes and university housing (if applicable).

Students who are canceled from classes will have their tuition charges reversed. Students who are canceled from housing will have their charges adjusted according to University Housing's terms and conditions. Students who are cancelled from housing and re-register for 8 or more credits must contact University Housing to reapply for housing as space is available.

Student Employment

Many university departments hire students. Students can view current student employment positions on Handshake through MySAIL. Departments may require Federal College Work-Study eligible students. Federal College Work-Study awards are listed on the student award notification if the student is eligible. For more information, visit oakland.edu/financialservices/student-employment.

Direct Deposit

Direct deposit is available for student account refunds, financial aid refunds and student paychecks. For more information or to sign up, visit oakland.edu/directdeposit.

EBILL OVERVIEW FOR STUDENTS AND AUTHORIZED USERS

The eBill system offers students and authorized users the ability to view the student account, make payments and enroll in payment plans. To access eBill, visit oakland.edu/ebill and log in with the following information:

- Students log into eBill using their Grizzly ID and PIN
- Authorized users log into eBill using their email and password

Once in eBill, select a category from the top menu bar to access the following:

My Account: Brief overview of the current amount due, active payment plans and the most recent statement. From this page, you can view account activity for a specific semester, update personal contact information, create and

view a saved method of payment, and provide eBill access to a parent, spouse or others.

Payments: Displays the last statement amount and the current amount due, which includes recent charges and payments. Also displayed are any charges not covered by a payment plan. From this page, you can make a payment and view payment history.

Payment Plans: Guides you through the steps to enroll in a payment plan

eStatements: Allows the student and authorized user to view statements for a student's account



Helpdesk

The mission of the Helpdesk is to provide OU students with a single point of contact for all supported services and products. The Helpdesk helps all members of the OU community connect to Internet resources and utilize Oakland's email system. They also answer general technology questions. The Helpdesk will only work on Oakland University-owned computers, but will assist with connectivity and account issues on any computer.

You can reach the Helpdesk at (248) 370-HELP (4357) or helpdesk@oakland.edu Monday through Friday, 8 a.m. to 5 p.m. The Helpdesk is located on the main floor of Kresge Library in Room 202.

Special note for residence hall students: If you live in the residence halls or student apartments and are having trouble connecting to the network, contact the Residence Hall Network Helpdesk at (248) 370-2534, wireless@oakland.edu or at 445 Hamlin Hall.

Connecting on Campus

It is recommended that students purchase laptops for use on the Oakland University wireless network. All students can connect to the Internet via GRIZZNET, a wireless network that spans multiple campus buildings and the residence halls. Residents of OU's student apartments, Hamlin Hall and Vandenberg Hall are provided an Internet connection through wired and wireless networks. To use the wireless network on campus, students need to ensure their computers have wireless capabilities (802.11b, 802.11g or 802.11n). To connect to the wired network in the student apartments, computers must contain a network card and have a Cat5 Ethernet cable.

Wireless Networking

A map of where to find wireless networking connections on campus can be found at oakland.edu/uts/network.

Depending on your wireless network card's settings, your computer may automatically join the wireless network. If not, check the SSID connection. You can do this by opening up the configuration utility that came with your wireless network card.

- If you are connecting to University Housing's wireless network, you will be connecting to one of their "grizzlies" SSIDs and will have to register your device separately from the rest of campus. Contact the Residence Halls Network Helpdesk at (248) 370-2534 for assistance.
- If you are elsewhere on campus, your SSID should be grizznet (all lowercase).

Once connected, open up a Web browser. You will be redirected to a login page. Enter your NetID and password and click "Continue" to log on to GRIZZNET.

Antivirus Software and Updates

It is your responsibility to maintain the security and patch level of your computer prior to connecting to the OU network and other university IT resources. You are strongly encouraged to invest in and install reliable antivirus software and keep virus definitions up-to-date. To ensure that your computer is always protected, configure your antivirus software to run automatically on start-up and run at all times. And remember, antivirus software is only as good as the frequency with which it is updated. Most antivirus software is easily updated online; configure your program to automatically search for and install updates. You should visit windows.microsoft.com/en-us/windows/windows-update weekly to ensure that your Windows updates are current and installed properly.

Top 10 Things You Should Know about OU's IT Policy

Your access to university resources comes with responsibilities. To keep our network safe, OU maintains a detailed computing policy that you must follow. This top 10 list provides only the highlights; read the full policy at oakland.edu/policies/890.

1. Sharing and downloading movies, music, games and software that you don't own and/or without permission of the owner is a violation of university policy, copyright law and federal law.
2. Important OU information will be delivered only to your OU email account.
3. Using email or any IT tool to harass, intimidate or bother someone is not acceptable. If someone asks you to stop, you must comply.
4. You are responsible for maintaining your computer. That means you must install antivirus software, maintain system patches and use appropriate system protection, like a firewall.
5. Limited game playing on university computers is permitted as long as it does not disrupt or limit resources for others.
6. Sharing your IDs and passwords is not a good idea; you are responsible for what happens from your account. Sharing also puts you at risk of identity theft.
7. Using the Internet for research can be useful, but copying material from websites without properly citing your sources is plagiarism. As you surf for information, keep track of the sites you visit so you can properly cite the sources in your assignment.
8. Political campaigns, commercial advertising campaigns and personal businesses cannot be run using university computing resources.
9. Use of any device capable of broadcasting a wireless signal in any manner is prohibited in all residence halls and student apartments. Desktop hubs and switches are not permitted on the Oakland University network per University Policy #850.
10. Breaking the rules can result in a variety of consequences, depending on the offense. Consequences may include disconnection from the network or referral to the dean of students for appropriate judicial processing.

Remember, it is your responsibility to understand and follow the entire IT policy. Review it at oakland.edu/policies/890.

What is the Digital Millennium Copyright Act (DMCA)?

The Digital Millennium Copyright Act (DMCA) is a federal law that was established in 1998. It criminalized the development or use of software that makes it possible for people to access materials that are copyright protected. The DMCA also makes it a criminal offense to distribute copyright protected materials.

For additional information visit the U.S. Copyright Office Summary website at copyright.gov/legislation/dmca.pdf.

What is Copyright Infringement?

Copyright infringement occurs when a person copies someone else's copyrighted items without obtaining his or her permission.

How Do I Avoid a Copyright Infringement Notice?

- DO NOT download or distribute whole copies of copyrighted material for personal use or entertainment without explicit permission from the copyright owner — it is against the law.
- DO NOT download copies of illegally distributed files to your own computer from file sharing applications. You should know that purchasing a music CD does not give you the right to distribute or share the songs on it.
- Some common Internet piracy techniques are:
 - Websites that make software available for free download or in exchange for others
 - Internet auction sites that offer counterfeit or out-of-channel software
 - Peer-to-peer networks that enable unauthorized transfer of copyrighted programs
- DO know that copyright law applies to materials that include but are not limited to: written works (eBooks, PDFs, or HTML pages); movies or television shows; music; pictures; and software in digital and analog format under copyright protection.
- DO know that it is the user's responsibility to be aware of the legal consequences for copyright infringement. Lack of knowledge about copyright infringement laws does not excuse the user from legal consequences or from actions by Oakland University.

What if I receive a Copyright Violation Notice?

A copyright violation is a violation of Oakland University policy #890 — Use of University Information Technology Resources.

1. A network block is placed to prevent the individual from logging onto the (wired and wireless) network. The network block remains in place until certain steps have been completed.
2. Notification is sent to the individual with instructions on what actions are needed to reinstate network access.
3. After the block is implemented, the student should only speak to the parties identified in the letter or to the dean of students.
4. Once the outlined steps have been completed, network access will be reinstated.

More information about the Oakland University policies for sharing and downloading music and movies can be found at oakland.edu/uts/copyright.

CAMPUS INVOLVEMENT

Students are strongly encouraged to get involved in out-of-classroom programs, activities and events offered between classes, in the evening and on the weekends. The Center for Student Activities and Leadership Development, more popularly known as the CSA, provides students with social, educational, leadership, diversity and community service opportunities that complement their academic experience while attending Oakland University. Connect with the CSA office. Visit the office on the first floor of East Vandenberg Hall, check out the website at oakland.edu/csa, email the office at csa@oakland.edu or call (248) 370-2400.

Explore 300 student organizations, club sports, Greek Fraternities and sororities. Also check out:

- Student government
- Entertainment
- Funding
- Television and video productions
- Distinguished speaker series
- Newspaper
- Radio station
- Recreational and intramural sports

To find out more about student organizations and what's happening on OU's campus, visit oakland.edu/grizzorgs.

Leadership and Volunteer Center

oakland.edu/csa/lead | oakland.edu/csa/volunteer

The Leadership and Volunteer Center offers a variety of leadership and experiential learning opportunities and resources to assist students in developing their leadership skills and service learning capabilities for application within their academic, professional and personal communities.

CSA Service Window

(248) 370-4407 | csasw@oakland.edu
oakland.edu/servicewindow

- Ticket sales
- Event sign-ups
- Stamps and faxes
- Music, Theatre and Dance ticket sales

CSA Hours of Operation during the academic year

Monday-Thursday 8 a.m. – 6:30 p.m.

Friday 8 a.m. – 5 p.m.

CSA Service Window hours of operation during the academic year

Monday-Thursday 9 a.m. – 5 p.m.

Friday 9 a.m. – 6:30 p.m.



Gender and Sexuality Center

gsc@oakland.edu

The Gender and Sexuality Center provides and fosters a campus environment that promotes inclusion and understanding around issues of gender and sexuality through education, outreach and advocacy for all members of the OU community.

- S.A.F.E. On Campus (Students, Administrators and Faculty for Equality) Training
- Peer Mentoring Program for freshmen and transfer students
- Lending Library
- Community resources
- Sexual well-being resources

How to Activate Your GrizzOrgs Account

1. Open a Web browser and go to oakland.edu/grizzorgs.
2. Log in using your NetID and password.
3. Once submitted, you will be prompted to create your GrizzOrgs account.
4. Fill out all of the information on the first page.
5. If you would like to upload a profile picture, select "Upload Picture" and select the proper file.
6. When you have completed the first page, select "Next" and fill out the required information on the second page.
7. When you have completed the second page, select "Finish."
8. Your account has been successfully created.
9. Click "Browse Organizations" to see what student organizations OU currently offers!

UNIVERSITY HOUSING STAFF AND SUPPORT SERVICES



University Housing offers a safe and supportive environment for all students who live on campus. There are many opportunities for academic, personal and social enrichment through these special residential programs and services.

Residence Directors

Residence Directors (RDs) are full-time, professional staff members who oversee the welfare and operations of a University Housing residence hall or apartment complex. With the support of a graduate residence director, RDs provide supervision for their student staff members, including resident assistants, apartment community assistants, desk and Night-watch staffs. They also work to enforce University Housing expectations and procedures.

Graduate Residence Directors

Working to support the residence director in their assigned residence hall or apartment complex, University Housing graduate residence directors provide day-to-day supervision of undergraduate staff members, and oversee the creation and implementation of enriching programming for the members of their communities.

Resident Assistants

Resident Assistants (RAs) live in the residence halls where they advise and counsel students living on their assigned floor and actively encourage a positive residential environment. They offer students advice and guidance in academic, social and financial matters, and handle several administrative duties. They also help residents become acquainted with the university and residence halls community.

Nightwatch

Nightwatch student security staff is stationed at each entrance of the residence halls from 8 p.m. to 5 a.m., seven days a week. They ensure the safety and security of the students in the residence halls while maintaining respectable customer service.

They secure residence hall buildings, confirm those who are entering are students living in the residence halls, and help to sign in guests of residents.

Student Success Coordinator

The Student Success Coordinator (SSC) works to improve students' academic success by providing information on tutoring, supplemental instruction, study skills and various academically driven programs and workshops. Students living on campus may be required to meet with the SSC if they have been referred for academic concerns, but are also encouraged to stop in for assistance if they find themselves struggling on a particular assignment or course.

Academic Tutoring Services

Tutoring services are offered in the residence halls to bring academic support directly to students. Both residential and commuting students can receive tutoring Monday through Thursday, and take advantage of multi-subject tutor nights throughout the semester.

Academic Peer Mentor Program

Academic peer mentors (APMs) reside in the residence halls and work to support students' academic success. APMs offer guidance through various programs and events, and are also available for individual help at any time.

House Council Members

Each residence hall has its own house council that addresses hall concerns, and plans social and educational activities for the building. Councils consist of an elected executive board and floor representatives.

UNIVERSITY HOUSING DINING OPTIONS AND PLANS

University Housing offers two dining options to students: Vandenberg Dining Center (in Vandenberg Hall) and Tilly's Convenience Store (in Oak View Hall). For the most up-to-date hours and menu, visit oakland.edu/housing/dining.

Board Meal Plans

Each board meal plan offers a combination of meal swipes and declining dollars. Each meal swipe consists of a one-time admittance to the Vandenberg Dining Center for breakfast, lunch, dinner or late night snack. Declining dollars can be used at any food service location on campus, including the Pioneer Food Court, The Bear Cave and Tilly's.

Optional Meal Plans

The following optional meal plans are available to student apartment residents, commuter students, faculty and staff.

Meal Dollars

Meal Dollars are accepted like cash in all of our dining locations. Meal Dollars are a declining balance account that works on the same principle as a debit card.

Block Plans

Per semester block plans are ideal for dining a few times a week in Vandenberg Dining Center.



CAMPUS DINING

Chartwells Dining Services

Oakland Center, Room 121A
(248) 370-3490

Oakland University offers a variety of food options in many campus locations, including:

- Oakland Center
- Pawley Hall
- Elliott Hall
- Kresge Library
- Human Health Building
- Engineering Center

For the most up-to-date information and listing of dining options and hours of operation, visit dineoncampus.com/oakland.

All dining facilities accept Meal Plan Dollars, credit cards, cash and GrizzCa\$h.

KRESGE LIBRARY

REQUEST BOOKS/ARTICLES

Need an item not held by OU Libraries? Use MeLCat or Interlibrary Loan through OU Libraries to get books and articles sent from other libraries.

library.oakland.edu/services/materials/ill/

RESEARCH ASSISTANCE

Need help with your research? Contact your “subject specialist” librarian to schedule a one-on-one research consultation.

library.oakland.edu/ask/RC/

TECHNOLOGY HELP

Get help with computing/software, scanning, printing and any other technical issues.

library.oakland.edu/services/technology/

SUZANNE O. FRANKIE CAFÉ

Featuring Peet’s Coffee and Tea, this café also offers fresh fruits, bagels, doughnuts, Kresge Bars, sandwiches, soups and more.

POPULAR READING COLLECTION

Funded by OU Student Congress, the library lends recent bestsellers on the second floor by the café. The titles change regularly.

library.oakland.edu/collections/popular.php

GRAPHIC NOVELS COLLECTION

We also have graphic novels, comic books and comic strips in our circulating collection on the third floor.

INDIVIDUAL AND GROUP STUDY SPACES

We have plenty of study tables, laptop carrels, desktop computers and comfortable group and individual study spaces equipped with technology.

LEARN MORE

library.oakland.edu

24/7 access to Kresge Library available with valid OU ID. Remote access to library resources available using valid OU NetID.

ASK A LIBRARIAN

Online: library.oakland.edu/ask

Email: ref@oakland.edu

Phone: (248) 370-4426

Chat: AIM | Yahoo | MSN

Or in person at the Research Help Desk



FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

CONFIDENTIALITY AND RELEASE OF STUDENT RECORDS INFORMATION

Oakland University works diligently to meet our students’ needs and to answer their questions. Our goal is to provide students with helpful information about the university, academic programs and social opportunities. Once students begin classes at the university, all of their records including, but not limited to, academic records, financial records, medical records, etc., are protected by the Family Educational Rights and Privacy Act (FERPA). This law forbids the disclosure of most students’ record information without their written consent. FERPA, in working to protect students’ privacy, can appear to be a roadblock to parents or can work as a catalyst for students and their parents to communicate about things like grades and financial information. By understanding what FERPA is, you are in a good position to discuss expectations regarding grades and financial commitments with your parents. Specific questions about FERPA should be directed to Oakland University’s FERPA Officer at (248) 370-3352.

OU FIGHT SONG

**Fight, fight, fight for Oakland
Fight the whole game long
Fight, fight, fight for Oakland
Keep the Grizzlies strong**

**While the battle rages
And our work's not done
We will fight for glory
Till the game is won**

**OU! (shout)
GO BLACK! (shout)
GO GOLD! (shout)
GO FIGHT! (shout)**

**Fight, fight, fight for Oakland
Fight the whole game long
Fight, fight, fight for Oakland
Keep the Grizzlies strong**

**When the game is over
And the story's told
OU will claim victory
We're the Black and Gold
OU! (shout)**

© 1988 Oakland University
by Michael A. Mitchell



DEAN OF STUDENTS

The Dean of Students Office performs a number of university-wide functions that promote and uphold the campus values of civility, personal integrity and academic excellence. In helping students practice these values, the Dean of Students Office creates an educationally supportive environment and protects the well-being of the campus community.

As you proceed through your college years, you will find out-of-classroom learning plays a major role in your personal and professional development. We urge you to take advantage of the many opportunities available to you to help enhance your leadership and communications skills. We guarantee your experiences will be exciting, challenging, fun and rewarding.

If you find you don't know who to contact regarding a specific issue or problem, the Dean of Students Office is a good place to start to help you contact the right staff. The Dean of Students staff are ready and willing to provide you with assistance and advice.

The Dean of Students handles all complaints against students, including those involving sexual misconduct. The Assistant Dean of Students is the Director of Diversity and Inclusion and can be contacted at (248) 370-3352. If the person responding to the complaint is a university employee or third party, the Director of Diversity and Inclusion should be contacted at (248) 370-3496 or in Wilson Hall, Room 203. The OU Police Department should also be contacted in all cases of sexual misconduct at (248) 370-3331, or go to the dispatch window at the police building to speak with an officer directly.



UNIVERSITY DEPARTMENTS AND SERVICES

Alumni Association

John Dodge House, Rm. 202
507 Golf View Ln.
Rochester, MI 48309-4488
(248) 364-6130
ouaa@oakland.edu
oalumni.com

Athletics

Recreation and Athletics Center
569 Pioneer Dr.
Rochester, MI 48309-4482
(248) 370-3190
grizzfan@oakland.edu
goldengrizzlies.com
twitter.com/OUGrizzlies

Barnes & Noble at Oakland University

Oakland Center, Rm. 28
312 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-2404
oakland.bncollege.com

Career Services

North Foundation Hall, Rm. 154
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-3250
careers@oakland.edu
twitter.com/OUcareers
facebook.com/oucareers

Cashier's Office

North Foundation Hall, Rm. 120
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-4396
cashiers@oakland.edu
oakland.edu/cashiers

Center for Multicultural Initiatives (CMI)

North Foundation Hall, Rm. 104
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-4044
cmi@oakland.edu
oakland.edu/cmi

Center for Student Activities (CSA)

(248) 370-2400
csa@oakland.edu
oakland.edu/csa
Service window hours:
M, T, TH, F: 9 a.m. – 5 p.m.
W: 9 a.m. – 6:30 p.m.

Chartwells Dining Services

Oakland Center, Rm. 121 A
312 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-3490
dineoncampus.com/oakland

Computer Help/Assistance

Kresge Library, Rm. 202
100 Library Dr.
Rochester, MI 48309-4479
(248) 370-HELP
helpdesk@oakland.edu
oakland.edu/uts

Residence Halls Network

Help Desk
Hamlin Hall, Rm. 445
550 Meadow Brook Rd.
Rochester, MI 48309-4452
(248) 370-2534
wireless@oakland.edu
oakland.edu/housing/techsupport

Dean of Students

(248) 370-3352
oakland.edu/studentcodeofconduct

Disability Support Services (DSS)

North Foundation Hall, Rm. 103 A
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-3266 / (248) 370- 3268
dss@oakland.edu
oakland.edu/dss

First Year Advising Center (FYAC)

North Foundation Hall, Rm. 121
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-3227
fyac@oakland.edu
oakland.edu/fyac

Gender and Sexuality Center (GSC)

(248) 370-4333
gsc@oakland.edu
oakland.edu/gsc

Graham Health Center (GHC)

408 Meadow Brook Rd.
Rochester, MI 48309-4452
(248) 370-2341
health@oakland.edu
oakland.edu/ghc

Honors College

Oak View Hall, Rm. 210
509 Meadow Brook Rd.
Rochester, MI 48309-4452
(248) 370-4450
hc@oakland.edu
oakland.edu/hc

ID Card office

Oakland Center, Rm. 112
312 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-2291
oakland.edu/grizzcard

International Education/Study Away

North Foundation Hall, Rm. 160
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-2889
oakland.edu/ie

International Students and Scholars (ISSO)

North Foundation Hall, Rm. 157
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-3358
isso@oakland.edu
ie@oakland.edu
oakland.edu/isso

Kresge Library

100 Library Dr.
Rochester, MI 48309-4479
(248) 370-4425
ref@oakland.edu
library.oakland.edu

UNIVERSITY DEPARTMENTS AND SERVICES

Oakland Center (OC)

Oakland Center, Rm. 118
312 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-2020
oakland.edu/oc

Oakland University Counseling Center

Graham Health Center, East Wing
408 Meadow Brook Rd.
Rochester, MI 48309-4452
(248) 370-3465
counsel@oakland.edu
oakland.edu/oucc

Orientation and New Student Programs (ONSP)

North Foundation Hall, Rm. 105
318 Meadow Brook Rd.
Rochester MI 48309-4454
(248) 370-GOLD
gold@oakland.edu
oakland.edu/orientation

Police Department (OUPD)

Police and Support Services Building
201 Meadow Brook Rd.
Rochester, MI 48309-4451
911 (campus phones emergency)

201 Meadow Brook Rd.
Rochester MI 48309-4451
(248) 370-3333 (cell phones emergency)
(248) 370-3337 (TTY)
(248) 370-3331 (non-emergency)
police@oakland.edu
oakland.edu/police

Registrar Services

O'Dowd Hall, Rm. 100
586 Pioneer Dr.
Rochester, MI 48309-4482
(248) 370-3450
regservices@oakland.edu
oakland.edu/resistrar

School Closing Hotline

(248) 370-2000

Student Employment

North Foundation Hall, Rm. 120
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-2550
finservices@oakland.edu
oakland.edu/financialservices
student-employment
oucareerlink.com

Student Financial Services

North Foundation Hall, Rm. 120
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-2550
finservices@oakland.edu
oakland.edu/financialservices

Student Technology Center

Oakland Center, Rm. 44
312 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-4TEC
stc@oakland.edu
oakland.edu/stc

The Tutoring Center

North Foundation Hall, Rm. 103
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-4215
oakland.edu/tutoring
tutoring@oakland.edu
Tutoring hours:
M – Th: 9 a.m. – 7 p.m.
F: 9 a.m. – 5 p.m.

Undergraduate Admissions

North Foundation Hall, Rm. 101
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-3360
visit@oakland.edu
oakland.edu/futurestudents

University Housing

Hamlin Hall, Rm. 448
550 Meadow Brook Rd.
Rochester, MI 48309-4452
(248) 370-3570
housing@oakland.edu
oakland.edu/housing

University Operator

(248) 370-2100

University Recreation and Well-Being

Recreation and Athletics Center
569 Pioneer Dr.
Rochester, MI 48309-4482
(248) 370-4REC
rec@oakland.edu
oakland.edu/campusrec

Veteran Certification

O'Dowd Hall, Rm. 100
586 Pioneer Dr.
Rochester, MI 48309-4482
(248) 370-4010
veterans@oakland.edu
oakland.edu/veterans

Veterans Support Services

North Foundation Hall, Rm. 116
318 Meadow Brook Rd.
Rochester, MI 48309-4454
(248) 370-2010
vss@oakland.edu
oakland.edu/veterans

Writing Center

Kresge Library, Rm. 212
100 Library Dr.
Rochester, MI 48309-4479
(248) 370-3120
ouwc@oakland.edu
oakland.edu/ouwc
Joan Rosen Writing Studio hours:
M – TH: 8 a.m. – 9:30 p.m.
F: 8 a.m. – 5 p.m.
Sat: 3:30 p.m. – 9:30 p.m.

WHAT TO DO AFTER ORIENTATION

- ☐ Get your student ID.
 - ☐ Check your OU email regularly. Watch for information regarding bills, grades and scheduling information.
 - ☐ Review the academic calendar at **oakland.edu/important-dates** and make note of important dates.
 - ☐ Log in to MySAIL and complete the following:
 - Review any unsatisfied requirements for financial aid.
 - Print your course schedule before classes begin, as locations or instructors may have changed.
 - Verify and/or update your current address and phone number.
 - Enroll in direct deposit for student refunds, reimbursements and payroll (if applicable).
 - ☐ Enroll in an OU Payment Plan at **oakland.edu/paymentplan**.
 - ☐ Search for student employment at **oakland.edu/careerservices/handshake**.
 - ☐ If you haven't done so already, submit an online housing contract to secure your place in University Housing at **oakland.edu/housing**.
 - ☐ If you are currently enrolled in courses at another university or college, upon their completion it will be your responsibility to have a final copy of your transcript sent to the Academic Records Office, O'Dowd Hall, Room 100, 586 Pioneer Drive, Rochester, MI 48309-4482.
 - ☐ Review the student handbook at **oakland.edu/deanofstudents**.
 - ☐ Register with Disability Support Services, if necessary.
 - ☐ Purchase books and supplies from Barnes & Noble at Oakland University. The store is located on the lower level of the Oakland Center or shop online at **oakland.bncollege.com**. Use GrizzCa\$h to buy your textbooks and save 5 percent off each textbook. Have your detailed class schedule with you when shopping.
 - ☐ If you are no longer planning to attend Oakland University, please contact Undergraduate Admissions at (248) 370-3360. Students must drop all classes they have registered for to avoid charges.

NOTES

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OAKLAND UNIVERSITY™

