



GEORGIA
COLLEGE

GEORGIA'S PUBLIC
LIBERAL ARTS UNIVERSITY

ORIENTATION *Handbook*

2019



NEW STUDENT PROGRAMS

GEORGIA COLLEGE

STUDENT SUPPORT SERVICES

COUNSELING SERVICES

Wellness and Recreation Center
445-5331

- Personal counseling
- Group counseling
- Career counseling
- Study skills
- Time and stress management
- Limited psychiatric services

STUDENT HEALTH SERVICES

Wellness and Recreation Center
445-5288

- Treatment for episodic illnesses/minor injuries
- Walk-in services, no appointment needed except as listed
- Women's health services/STD screening and treatment (appointment required)
- Cost of visits covered by Health Fee
- No limit to number of visits
- Some vaccinations available
- Referral to other providers as needed

CAREER CENTER

110 Lanier Hall | 445-5384

- Georgia Career Information System
- Internship and co-op work experience
- Resumé development
- Career fairs
- Job resources

LEARNING CENTER

252 Russell Library
445-1179

- Peer tutoring for Core Curriculum classes
- Computers available

FINANCIAL AID

103 Parks Hall | 445-5149

- HOPE eligibility and GPA calculation
- Grants and scholarships
- Student employment
- Payment plan and institutional short-term loans
- Financial counseling

CENTER FOR TESTING

109 Russell Library | 445-5016

- CLEP Testing
- U.S. and Georgia History tests
- TEAS Nursing Admissions tests
- Senior Exit Exams
- Testing accommodations for students with learning disabilities

STUDENT DISABILITY RESOURCE CENTER

109 RUSSELL LIBRARY | 445-5931

- Determination of eligibility based on review of student provided information.
- Implementation of academic accommodations may involve program, testing and classroom settings.
- Visit www.gcsu.edu/disability for more details.
- Call 478-445-5931 to schedule a meeting during orientation sessions.



Think Independently. Lead Creatively.

WELCOME CLASS OF 2023!

Welcome to Georgia College!



You are about to embark on one of the most important and exciting experiences of your life. The encounters you will have, the people you will meet, the books you will read, and the major you will choose at Georgia College will stay with you for your entire life. If you don't mind, let me give a few words of advice that might make your journey here even more beneficial. It is important that you meet with your advisors on a regular basis. They can help guide you through your academic experience and the maze of university rules and regulations. Get to know them, and visit with them regularly as you matriculate through the university. In addition, take time out to visit with your professors. Most professors enjoy the opportunity to discuss their research or the topic of the course you are taking with them. Visit them during their office hours or make an appointment – believe me, you will learn a lot by meeting with them.

During your time here at Georgia College, let me encourage you to plan to engage in a study abroad or travel study experience. There is nothing that can prepare you for the global world you will face in the future like traveling and experiencing new cultures and societies. Talk with your family and plan to do this at some point before you graduate.

Finally, let me encourage you to enjoy the full experience of the university and the university community. Attending a university is much more than going to class and completing a degree plan – although these things are very important. The university experience also involves all the things you do outside the classroom as well. Make new friends in your residence hall. Attend the concerts and musical performances offered by the various groups on campus. Make time to go to the award-winning Wellness and Recreation Center on a regular basis. Enjoy the natural beauty of Baldwin County by visiting Lake Sinclair, our own Lake Laurel, or the local river walk. Visit the galleries and museums offered by the university and other entities in Baldwin County. Join the Bobcat Nation and attend the many athletic events offered on campus, and remember to show your Bobcat pride by wearing blue and green on Bobcat Fridays!

Once again, welcome to Georgia College. I am so glad that you have chosen to join the Georgia College family, and I am excited about the talents and skills you will bring to our campus.

I hope we meet during your time here. If our paths cross on campus, please stop and say hello!

With Bobcat Pride,

Steve M. Dorman

President



ORIENTATION at Georgia College

GEORGIA COLLEGE ORIENTATION is a comprehensive program sponsored by the Office of New Student Programs. One of the most exciting elements of the university's Orientation experience is the time students and parents will spend with the 2019 Orientation Leaders. The team is comprised of students who possess outstanding qualifications involving student leadership and mentorship. They represent a variety of academic majors, hometowns, extracurricular interests, and backgrounds.

Whether you are a new, first-year student or a transfer student, a smooth transition to the university is vital for academic success and an active campus life involvement. Orientation Leaders are essential in helping you overcome the challenges that new students face. Having completed training and leadership development, these dedicated students have become a team of individuals whose sole purpose is to assist new students and their families in the transition to the Georgia College family. They are anxious to meet you!



Congratulations on your decision to join our Georgia College family! Selecting the college that will provide you with the academic and social experiences necessary for preparing for a successful and responsible future is critical. Please let me reassure you, your choice is a great one. Your ability to read and think critically will increase. Your ability to communicate your ideas will be enhanced. Your knowledge of the world at-large, as well as a body of specialized information, will be expanded. In addition, your appreciation for diverse people, places, and ideas will be cultivated and refined.

The next important step for you to take is to register and attend one of the single-day Orientation sessions created for our new students and their parents.

Orientation is a head start to help you make that leap from all you knew into all that you will know. We'll introduce you to resources that will ensure your academic success and retention, to people and places at the university you will need to know, and to the array of leadership and extracurricular opportunities that will help make your college experience rewarding and meaningful.

Orientation will provide you the opportunity to be prepared for a significant step in your life. We look forward to meeting you this summer – welcome home!

Courtney Manson
Coordinator, New Student Programs
courtney.manson@gcsu.edu | 478-445-0948

WELCOME TO GEORGIA COLLEGE

and to Summer Orientation 2019!



WHAT SHOULD I DO before Orientation?

1. FINALIZE YOUR HOUSING CONTRACT

Prior to May 1, you should complete your Housing Contract and pay \$235 (which covers your application fee, space reservation, and security deposit). Housing preferences are typically granted to those who submit their application prior to March 15. To apply, visit www.gcsu.edu/housing and click on "Prospective Students." Room assignments and roommate information will be available online by mid-June.

Georgia College requires all first-year students, and strongly encourages upperclassmen, to live on campus in either the Central Campus residence halls or The Village Apartments at West Campus, and also carry a meal plan. Buildings 1-4 at The Village are designated as upperclassmen halls. All other spaces are available to incoming first-year students.

Students may move into their apartments and residence halls starting Aug. 15, 2019. Move-in time is determined by last name. Details will be provided during Orientation and at www.gcsu.edu/housing.

For more information on living on campus, please visit www.gcsu.edu/housing or call the Housing office at 478-445-5160.

2. SUBMIT PROOF OF IMMUNIZATION

Make sure that your Certificate of Immunization has been sent to the Registrar's Office, Campus Box 69, Milledgeville, GA 31061. You may download a printable immunization form from the Office of the Registrar's website linked to the Office of Admission's main page at www.gcsu.edu/registrar.

3. VERIFICATION OF LEGAL PRESENCE

This policy applies to all applicants seeking to enter Georgia College for the Fall 2019 semester and all subsequent semesters. An applicant may clear the verification through the following:

1. Applicants may apply for financial aid through Free Application for Federal Student Aid.
 - The applicant must be determined to be eligible for federal student aid by the Georgia College Financial Aid Office.
2. Applicant may supply a legible copy of one of the following to the Office of Admissions:
 - A current driver's license issued by the State of Georgia after Jan. 1, 2008
 - A current ID issued by the State of Georgia after January 1, 2008
 - A current U.S. Passport
 - A current valid Permanent Resident Card (front and back)
 - A Certificate of Naturalization (USCIS form N-550 or N-570)
 - A Certificate of Citizenship (USCIS form N-560 or N-561)
 - A U.S. certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240)
3. Applicant may supply a certified copy to the Office of Admissions:
 - U.S. Birth Certificate showing the student was born in the U.S. or a U.S. Territory (no photocopy is acceptable)
4. Applicant may supply in-person to the Office of Admissions:
 - A current military ID (service member only, not dependent).
Note: Do not photocopy a military ID.
5. Applicants that are naturalized citizens, immigrants, or non-immigrants will be verified through Systematic Alien Verification for Entitlements (SAVE) Program.

4. REQUEST FINAL TRANSCRIPTS

New first-year students and transfers should make sure that official final high school and/or college transcripts have been requested to be sent to the Georgia College Office of Admissions, Campus Box 23, Milledgeville, GA 31061. **Official transcripts are those sent directly to Georgia College from the issuing institution.**

Final high school transcripts must arrive prior to the start of fall semester, must include the date of graduation, and must indicate successful completion of a College Preparatory Curriculum and all state graduation tests (if applicable).

Final college transcripts must indicate that a transfer student is in good standing at the last institution attended, and that he/she has attained a satisfactory transfer GPA to qualify for final admission to Georgia College.

In order to verify that final transcript(s) have been received, students should log in to unify.gcsu.edu, select the "Paws" box, choose the "Student Services" tab, and view their admission status, and checklist via the "Admissions" link.

5. REMINDERS FROM THE OFFICE OF FINANCIAL AID

Students should apply for federal financial aid and the HOPE Scholarship by completing a Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. The school code for Georgia College is 001602. Complete the GSFApps if you ONLY want to apply for HOPE or Zell Miller Scholarships at www.GAfutures.org.

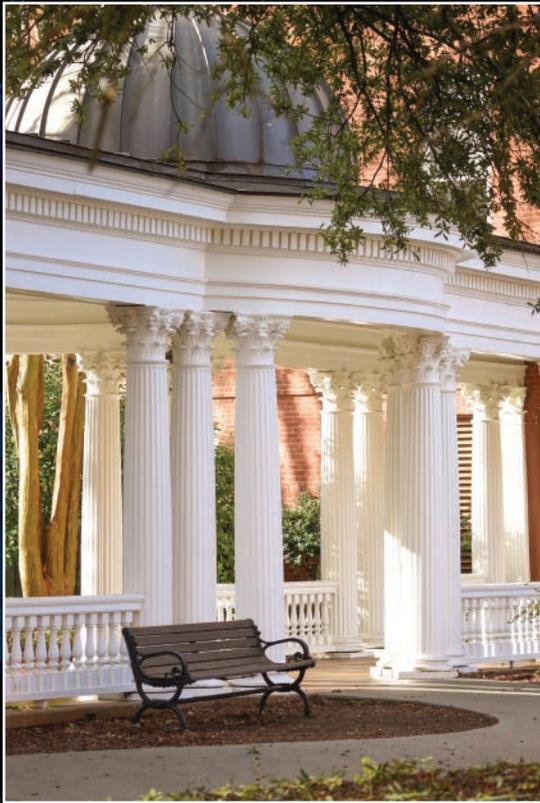
Collect and submit any documents requested by the GC Financial Aid office. Notifications of needed documents are made via email. You may also review this information on the "Financial Aid Status" option from your PAWS account under the Financial Aid menu.

Students will be notified via their university/school email account when their award packages may be viewed online on Bobcat DEN (Detailed Eligibility Notification).

6. GEORGIA COLLEGE PARKING PERMITS (Registration Available June 1)

Visit the Parking website at gcsu.edu/parking, click on "My Parking account" under "Helpful Links", select "Order a Permit", and login through Unify. Please make sure to have your vehicle information available when registering. When you come to Orientation, visit Parking and Transportation at the GC Bookstore and pick up your permit. Submitting your permit registration online and picking it up at Orientation will keep you out of the long lines at the Parking office during the first week of school.

WHAT IS ORIENTATION?



Orientation is your chance to get a head start. Georgia College Orientation is designed to introduce all new undergraduate students, first-year students, and transfers, to life on our Milledgeville campus. Although your Orientation stay will be brief, it will be both an intensive and rewarding time. You and your family will have the opportunity to meet current students, faculty, and staff who make Georgia College a supportive and caring place. You will have a chance to explore the campus, learn about student organizations and activities, meet with advisors and faculty in your major, and take care of necessary procedures to prepare you for move-in and the first day of classes.

It is important for your successful start at GC that you attend Orientation. You and your parents will gain a greater understanding of the university, its programs, and your options in the fall. During Orientation you will:

- learn how to purchase/rent your textbooks
- meet with your Orientation Leader
- learn your way around campus
- receive your student ID
- explore co-curricular activities
- receive your parking permit
- learn about the summer reading assignment
- receive your campus mailbox address
- make friends before the semester starts

ONE DAY SESSIONS

Freshman Students

June 7/June 14/June 21/July 12/July 19/July 26

Transfer Students

June 20/July 25

Please visit gcsu.edu/orientation to submit your Reservation Form.

Each session has a limited number of seats which are filled on a first-come, first-served basis. We will make every effort to accommodate your first choice. You will receive an email confirming your Orientation reservation. If you have not received this email by seven-to-ten working days before your chosen session, please call 478-445-0948 to verify that your reservation has been received and you are scheduled for that session.

If you are unable to attend one of these sessions, a fall Orientation will be available on Aug. 15. Fall Orientation does not provide the quantity and variety of programming and the overall experience as summer Orientation does; however, advisement and registration can be completed at that time.

How much does Orientation cost?

The Orientation program is self-supporting. The cost for our one-day program is:

- Freshman Student fee – \$80
- Transfer Student fee – \$50
- Parent/Guest fee – \$25

This includes all Orientation materials and programs, mementos, continental breakfast, and lunch. A portion of the Freshman Student Fee also goes toward the Week of Welcome, which is a structured week of programming for new students beginning the day of move-in.

Requests for refunds must be made in writing. You can change dates up to one week before the session begins with no additional charge, pending session availability.

Cancellations or requests to change dates should be made by calling the Office of New Student Programs at 478-445-0948.

WHAT WILL I DO at a One-Day Orientation?



You will check-in for your session by the fountain in front of the Arts and Sciences Building between 8 and 8:30 a.m. Continental breakfast will be served until 8:45 a.m. Students and parents will then separate and move to different auditoriums to attend their morning session. Georgia College administration, faculty, and staff will present information on such topics as campus safety, the summer reading assignment and Week of Welcome, technology, advisement and registration, resources for academic success, co-curricular activities, and breakout Q&A sessions with your designated Orientation Leader.

At 11 a.m., you will attend college and department meetings with the deans and faculty in your major.

The remainder of the afternoon is reserved for Student IDs (Bobcat Card), parking permits, open-house opportunities, text book reservations, residence hall tours, and other events that address transition issues that will assist with your arrival in August.

When do I pay my tuition and fees?

The Student Account Center is located in UNIFY and features e-billing, parental logins, and allows students and parents to view college bills and make payments. No paper bills are mailed. An email notification will be sent to students and authorized users notifying them a statement is ready for viewing.

Payment of tuition, room, and board must be made no later than Aug. 9, 2019, to avoid a \$75 late fee. All credit card payments and Webcheck payments are processed through the Student Account Center. Students attending the late fall Orientation on Aug. 15 must pay fees at the time of registration. Finally, summer Orientation attendees will have the opportunity to learn how to purchase or rent textbooks for fall semester. When you return to campus in August, your textbooks will be ready for pick-up at the GC Bookstore (at the Campus Theatre on Hancock Street).



A SPECIAL NOTE to Parents

You are strongly encouraged to join your son or daughter at Orientation. Research clearly indicates that there is a direct link between success in school and parental involvement. Studies show that students do much better in college when they know that their parents are interested in their progress.

While on campus during Orientation, you will have opportunities to meet and talk with other parents as well as faculty, staff, and students. You will gain valuable insights into Georgia College, what awaits your son or daughter, and how you can support his or her educational aspirations.

Parents who attended Orientation in previous years made comments such as:

- "The personal involvement of faculty, staff, and current students made our transition to college very smooth. We are encouraged that our daughter's experience at Georgia College will be spectacular!"
- "I feel great about sending my child to this college—academics and safety are outstanding."
- "Nurturing - not only for the students but especially the parents! There's no excuse for not succeeding at GC."

A NOTE FOR NEW FRESHMEN

about the beginning of fall semester



GCREADS

What is GCReads?

GCReads is the First-Year Reading Program for incoming students at Georgia College. Students will select from a collection of 15 interesting, enjoyable, and thought-provoking essays which address current issues and affirm the values of Georgia College.

What should I do now?

Start reading selected essays at <http://libguides.gcsu.edu/GCReads> to find an essay that is interesting to you. Once you select your essay register for a seminar time, spaces for each seminar are capped at 25 students.

When will we discuss these essays?

Arrive on campus during Week of Welcome prepared to discuss your essay with a small group of first-year students in a faculty-led micro-seminar. In your micro-seminar, a GC faculty member will lead an engaging discussion and outline the expectations for students in a college seminar.

Contact:

**Center for Student Success
478-445-2361**

Welcome to Georgia College—
we're looking forward to meeting you!



WHAT IS A GCID and how can I get it?

With a strong commitment to protecting personal information within our campus community, all students, faculty, and staff are assigned an ID number for use in our student information system. This also means that all new students, when applying, will be assigned this generated

identification number. If you do not already know this number, go to the Unify Login Page, click on the MyPassword tab, and under the Set Initial Password tab, you will find the Lookup GCID button. We recommend you know and have your number for your Orientation session.

A FINAL CHECKLIST



HAVE YOU REMEMBERED TO:

1. Have your final high school transcript, showing your date of graduation and completion of the College Preparatory Curriculum, sent to the Georgia College Office of Admissions (Campus Box 23, Milledgeville, GA 31061)?
2. Submit your completed Certificate of Immunization to the Registrar's Office (Campus Box 69, Milledgeville, GA 31061)?
3. Supply your Verification of Lawful Presence?
4. Submit your housing application and deposit online at <http://unify.gcsu.edu>?
5. Register your vehicle online? If you are bringing a vehicle to campus and have not registered it online prior to attending Orientation, you will need to provide your Student ID, cell phone, and license plate numbers.
6. Send in your GC Orientation registration form and fees or register online for your Orientation session at your earliest convenience?
7. Bring casual clothing and walking shoes?

SOME IMPORTANT DATES To Remember



August 9	Tuition and Fees Payment Deadline
August 15-23	Week of Welcome (WOW)
August 15	Early Residence Hall Opening First Meal - Dinner Late Orientation/Registration
August 19	First Day of Class
August 23	Last day to drop individual classes without fee penalty
September 2	Labor Day Holiday
October 14-15	Fall Break

IMPORTANT PHONE NUMBERS



Admissions.....	478-445-2774
Business Office.....	478-445-5254
Center for Student Success.....	478-445-2361
Financial Aid.....	478-445-5149
New Student Programs.....	478-445-0948
Public Safety Office.....	478-445-4054
GC Bookstore.....	478-445-8398
Registrar.....	478-445-6286
University Housing Office.....	478-445-5160

In the event of an emergency during
Orientation..... 478-445-4400



New Student Programs
Georgia College
Campus Box 35
Milledgeville, GA 31061