South Dakota School of Mines & Technology
Standard Student Checklist - Fall, 2014

Important steps to enrollment for Fall 2014 Students

- ☐ Access your user name and password: http://sdmines.sdsmt.edu/sdsmt/whoami.

- ☐ Apply for on-campus housing or request an exemption **starting Feb. 15, 2014** (https://sdmines.sdsmt.edu/cgi-bin/global/tech_update_rl_housing_resident_verify.cgi) and select a meal plan. Priority deadline for room assignments: **May 15, 2014.** Go to http://reslife.sdsmt.edu/ for more information about Residence Life and meal plans. Contact Residence Life: (605) 394-2348, ResLife@sdsmt.edu.

- ☐ Residential Students: Complete the online Fire Safety Training:
  - *Check back after June 1, 2014 to complete*
  - Residential students **must** complete and pass this exam before moving into their housing assignment.

- ☐ Residential Students: Complete the online Alcohol Education Program eCHECKUP.
  - *Check back after June 1, 2014 to complete*
  - Students must complete the entire training and complete the "verification" link at the end before moving into their housing assignment

- ☐ File your 2014-2015 Free Application for Financial Aid (FAFSA) as soon as possible on or after January 1, 2014. We award our limited funded programs (Perkins Loan, SEOG and Work-Study) on a first come, first served basis until program funding runs out. All other Federal Aid programs (Pell Grant, Direct Student Loan, Graduate PLUS Loan and Parent PLUS Loan) are not limited in funding and are awarded regardless of when a student files their FAFSA after January 1. Awarding mid-to-late April to all students and on a rolling basis thereafter.
  - **School code: 003470**
  - FAFSA on the Web
  - For assistance, contact the Financial Aid Office: local (605) 394-2274, toll free (877) 877-6044 or financialaid@sdsmt.edu

- ☐ Make arrangements for COMPASS placement testing (or accept your placement) and begin the course registration process (also available at Orientation as well as other locations and dates by appointment). Contact Pat Beu: (605) 394-1999, pat.beu@sdsmt.edu

- ☐ Submit your course registration survey to register for courses.
  - Contact Registrar and Academic Services: (605) 394-2400 Diana.Otoole@sdsmt.edu or Toni.Schauer@sdsmt.edu

☐ Send your final official high school (with graduation date) and/or college transcripts to:

- Office of Admissions
  501 East Saint Joseph Street
  Rapid City, SD 57701

☐ Advanced Credit: Submit AP and/or CLEP scores (if applicable).

- Contact Registrar and Academic Services: (605) 394-2400 Diana.Otoole@sdsmt.edu or Toni.Schauer@sdsmt.edu

☐ Submit proof of immunization.

- Required Immunization Form -- find forms and information here.
- Contact Office of Vice President for Student Affairs and Dean of Students: (605) 394-2416, Coral.Selken@sdsmt.edu, fax: (605) 394-2914

☐ Save your spot at Orientation

- Football check-in and physicals - **August 12**
- Volleyball check-in and physicals - **August 17**
- Soccer check-in and physicals - **August 17**
- FIRST Omniciye Bridge Week **- August 17-21**
- International students - **August 20** (9:00 a.m. to 3:00 p.m. - Bump Lounge) **and August 21** (9:00 a.m. to Noon - Bump Lounge)
- Veterans' Orientation, **August 21, 2014** (10 am - 12:00 pm – Room EEP 254)
- Transfer/Re-admitted/Non-traditional Orientation - **Thursday, August 21**
  Register online today:
  https://sdmines.sdsmt.edu/cgi-bin/global/adprotected/ad_update_checklist_orient.cgi
- Fall 2014 New Student Orientation - **Friday, August 22 and Saturday, August 23**
- Contact (605) 394-2336, orientation@sdsmt.edu

☐ Tablet PC Information

- Tablet PCs are distributed through the listed orientation programs. Be sure to sign up for and attend any of the listed orientations in order to get your Tablet PC.
- For answers to your questions about the Tablet PC program, contact Brad O'Brien: (605) 394-2215, Bradley.Obrien@sdsmt.edu

☐ Online payment may be made via WebAdvisor using SDePay

- Get more with SDepay - view/print your eBill; sign up for a payment plan; pay your bill without standing in line by using credit or debit card (you will be charged a 2.75% service fee when using a card), Echeck or your payment plan.
- Payments may also be made at the Student Accounts and Cashiers Office in the Surbeck Center if you pay with cash or check (sorry no credit cards accepted in the Cashiers Office).

☐ Register for a parking permit (available **July 1, 2014**).
- Online registration for parking at Facilities Services

☐ Textbooks and Course Materials
- Course materials will be available for purchase from the Mines Bookstore, in-store and online, beginning **August 1, 2014**. Online payment options include all major credit cards as well as the EZ Short-Term Bookstore Loan. EZ Loan payment is due by **September 5, 2014**. Most students are eligible for the EZ Loan payment option and it is automatically made available to them to use if they wish.
- Mines Bookstore offers the best combination of convenience, price, selection, and service to students for their course material needs.
- For further information about course materials, payment options, and other services, please call Mines Bookstore at (605) 394-2374 or visit the store website at www.minesbookstore.com.

☐ Complete Direct Sub/Unsub and/or Perkins Entrance Loan Counseling (if applicable).
- All first-time borrowers must complete the online loan counseling
- For assistance, contact the Financial Aid Office: local (605)394-2274, toll free (877) 877-6044 or financialaid@sdsmt.edu

☐ Attend a mandatory Federal Work-Study Session (if applicable).
- All students who have been awarded Federal Work-Study must attend one of the information sessions. Session times tentatively set for August 25 & 26 from 3-5 pm in Classroom Building Rooms 203 & 205.
- Bring photo ID (Drivers License or School of Mines ID and Social Security Card)
- If you want your paycheck direct-deposited to a checking or savings account, bring a voided check or savings deposit slip
- For assistance, contact the Financial Aid Office: local (605) 394-2274, toll free (877) 877-6044 or financialaid@sdsmt.edu

☐ Move into your residence hall. **Date: Thursday, August 21** (8:00 a.m. to 6:00 p.m. followed by a mandatory meeting at 7:15 p.m.)

☐ Participate in the Freshman Service Project on Sunday, August 24. Students will be notified of times and service locations over the summer.

☐ Attend Welcome Week.

☐ Fall semester classes begin **August 25, 2014.**

☐ Pay your tuition and fees or make arrangements by 4 pm on **September 5, 2014.**

Optional

- ☐ Contact the ADA Coordinator (if applicable)
  - Counseling and ADA (Disability) Services: (605) 394-2416, megan.eeder@sdsmt.edu

- ☐ Participate in the American Indian Omniciye Bridge Week
  - Contact the Office of Multicultural Affairs (if applicable)
  - Office of Multicultural Affairs: (605) 394-1828, oma@sdsmt.edu

- ☐ If you are a veteran, participate in Veterans' Orientation:
  - **August 21, 2014**, (10 am - 12 pm; Hardrock Room)
  - Contact the Veterans Resource Center: (605) 394-2560 catherine.payne@sdsmt.edu

- ☐ Participate in International Student Orientation:
  Contact the Ivanhoe International Center if you have questions:
    - (605) 394-6884
    - ivanhoe@sdsmt.edu