



Guidebook for Parents

2018-2019



TABLE OF CONTENTS

Message from the President	3	<u>Community Standards</u>	17
Dean of Students Letter	4	<u>Counseling Services</u>	17
Message from the Student Association	5	<u>International Studies</u>	18
Your Student is off to college – now what?	6	<u>Medical Issues</u>	18
PARENTS 411	7	<u>Mines Advantage</u>	19
<u>Frequently Asked Questions</u>	7	<u>Mines Gold Card</u>	19
<u>Get Connected!</u>	10	<u>Multicultural Affairs</u>	19
<u>Important Web Links</u>	10	<u>Parking</u>	19
<u>Campus Directory</u>	10	<u>Residence Life</u>	20
<u>Special Events</u>	11	<u>First-year undergraduate student-housing options</u>	20
Academic Calendar	12	<u>Rockershop</u>	21
Degrees Offered	13	<u>Safety and Security on Campus</u>	22
Academics	15	<u>Scholarship Coaching</u>	22
<u>Family Educational Rights and Privacy Act of 1974</u>		<u>Student Success Center</u>	22
<u>(FERPA)</u>	15	<u>Tablet PC Program</u>	23
<u>Credit by Validation</u>	15	<u>Veterans Resource Center</u>	24
<u>Placement Tests</u>	15	Financing and Paying for Educations	25
<u>WebAdvisor</u>	15	<u>How to pay Tuition and Fees</u>	25
<u>Transfer Credit Equivalency Database</u>	15	<u>Perkins Loan Program</u>	25
Student Life, Services & Support	16	<u>Paying for Books</u>	25
<u>SD Mines Academic Catalog</u>	16	<u>Federal Student Aid</u>	26
<u>Campus Involvement</u>	16	<u>Scholarships</u>	26
<u>Career & Professional Development Center</u>	17	<u>Student Job Opportunities</u>	26
<u>Average Starting Salaries</u>	17		

MESSAGE FROM THE PRESIDENT



Dear Parents:

Welcome to SD Mines!

Choosing a university is one of the biggest decisions you'll ever make, and I want to assure you that you made the right choice! SD Mines is an exceptional science and engineering university.

Having been a Mines student, then an alum, and now as President, I have a unique perspective on the college journey here. I can tell you firsthand that the traditions and legacies at Mines make a lifelong impact on those who attend here.

As parents, Wendy and I also know that embarking on this new adventure can be a time of excitement mixed with trepidation for you and your child, regardless of whether this is the first time you are experiencing a child going to college or you have experienced it before. Wendy and I have watched all three of our children leave home for college, and we know exactly how important it is to be engaged in your children's college life.

Student success is paramount at Mines. Our Student Success Center provides a one-stop shop where students are connected to resources and people to help them succeed in the classroom and in their future careers. When your son or daughter faces various challenges, the resources to help them through those situations are at their fingertips here on campus.

Your child will be much more than a number here. Our faculty and staff provide a world-class education in a family atmosphere. Mines students enjoy a personalized experience via a student-to-faculty ratio of approximately 15:1.

Real-world experiences through paid internships lead to high demand for our graduates – their job placement rate is 97 percent and they earn an average of more than \$61,300 in starting salaries. Mines provides an exceptional place for undergraduate and graduate students alike to achieve success.

Mines doesn't stop at helping students get jobs – our Mines Advantage program helps students develop their leadership and other professional skills needed to have a successful career. Our Honors program is like no other. It is not based on academic achievement; rather, it emphasizes leadership, teamwork, community involvement, problem solving, and puts science and engineering in the real-world context where it does what it was always meant to do: improve our world.

Please feel free to reach out to the various departments and offices if you have a question or concern; contact information can be found throughout this guidebook. When you look back in a few years, you will be amazed at how fast the time has flown by. In the meantime, I look forward to seeing you on campus.

It's a Great Day to be a Hardrocker!

James Rankin
President

DEAN OF STUDENTS LETTER

Dear Parents and Family Members,

Welcome to the SD Mines family! We look forward to getting to know your students and helping them pursue their educational and career goals in a healthy, safe, inclusive, and fun environment.

At SD Mines, we are committed to helping students grow through opportunities inside and outside the classroom. Our signature professional development program Mines Advantage offers a wealth of experiences in six areas critical to success: career preparation, cultural and global diversity, community involvement, personal development, leadership and teamwork, and communication skills. This program develops students into well-rounded professionals, while building resumes that earn recognition from employers nationwide.

In the Dean of Students Office we are dedicated to working with students, hearing their questions and concerns, and sharing in their accomplishments. Please encourage your student to come to the Dean's Office at any time that we can be of assistance. Through this publication and website, we will provide you with timely information and a window into the programs and people of this remarkable institution.

We sincerely look forward to meeting you at parent orientation and Mines Family Weekend.

Sincerely,



Pat Mahon

Patricia G. Mahon, Ph.D.
Vice President for
Student Development
& Dean of Students



Susan Schwartz

Susan Schwartz
Administrative Assistant
Dean of Students Office

MESSAGE FROM THE STUDENT ASSOCIATION

Hello!

Thank you for taking time to read through this parent guide. We are very excited to welcome you and your son/daughter to SD Mines. Hopefully you have already heard this, but SD Mines is a launch-pad for your child's career. With over 100 student organizations including professional societies, degree-specific project teams, and Greek Life, we can work with groups of like-minded young men and women dedicated to developing themselves both professionally and as individuals.

As President and Vice President of the Student Senate, we personally work to ensure that the Senate remains a resource for new students to help ease their transition into college life, as well as provide sustained support for returners. As the voice of the student body, the Senate has the unique ability to speak with the SD Mines administration and also state legislators on issues pertaining to the student experience. Therefore, our goal is to help your children shape our campus in however they wish to contribute. As such, we highly recommend that you encourage your child to get involved in either student or local government if they wish to have a hand in directly making this difference.

Thank you for your support as a family member of a Mines Student, and we look forward to seeing you during orientation and the annual Family Weekend!



Jake Oberpriller
President



Grant Russell
SA Vice President

YOUR STUDENT IS OFF TO COLLEGE – NOW WHAT?

In adjusting to a student's departure from home to a new life at college, parents remember the Native American adage, "Parents owe their children two things...roots and wings." The first year in college is a time of major life changes for both students and parents.

Wait to call or text your student.

It's tempting to call and check on how your student is feeling about college, but give them some space at first. Let them be the first to reach out to you. They need to work through feelings of uncertainty and homesickness on their own. They'll call you if they need you.

Allow your student to make mistakes.

You cannot be there to guide them and prevent them from messing up every once in a while. Mistakes are a part of life and provide good lessons.

Don't try to fix the problem.

Let your student work out their own difficulties. By the time you hear about it, they likely will have taken action or talked to someone about it. There are several resources on campus to help them such as their Resident Assistant, Counseling, Dean of Students, Multicultural Affairs Office, etc. Offer your advice only when asked for it.

Time management is a new concept.

You're no longer there to be sure they get out of bed on time or that they have clean clothes. This is a time for them to learn how to budget their time between school, work, a social life, and taking care of themselves. They can have it all and do it well by managing their time wisely. A word of encouragement and praise from you can go a long way.

Offer praise and encouragement.

The first year of college is the hardest because of all the changes in your student's life. Praise them for being courageous and sticking it out through the hard times. Encourage them with care packages and notes from home.

Encourage your student to meet with professors and advisors often.

College provides a pathway to tomorrow's dreams. Networking with others helps your student learn about the opportunities that are possible. Professors and advisors want to see your student succeed and do their best to provide direction and encouragement to help students succeed in the classroom so they can realize their career goals.

Tell them they are not alone.

Encourage them to get involved in student organizations, study groups, and to get to know the people in their dorm. They can also reach out to faculty and staff who are here to support them. Feeling like they are part of something will help them create a new comfort zone and get them to try new things.

Home is where their story began. It will always be home, that place where they can completely relax. When they come home on break, be flexible. Welcome them home with their favorite meal and fresh linens on their bed. Let them sleep long hours and hang out with their friends. Plan family activities but respect the time they want to do their thing.

Feed their independence.

You raised them to be independent. By letting them make their own decisions – and mistakes – they will learn to be self-reliant and grow into responsible human beings. When you're sitting in the audience on graduation day, you can be assured you've done your job well and they are ready to take on the world.

PARENT 411

FREQUENTLY ASKED QUESTIONS

Q: What happens after the student gets an acceptance letter?

A: After being accepted, students will receive an acceptance letter which includes log-in information for their interactive checklist with the next steps to take: submitting the course registration survey and housing application, signing up for the Math and English placement tests, and reserving a spot for orientation. If you have questions, contact the Admissions Office at (877) 877-6044.

Q: What is the next step after taking placement exams?

A: Once the student completes the placement exams or decides to accept the placement determined by test scores, he or she needs to complete the Course Registration Form through the [interactive checklist](#) for accepted students. This form provides SD Mines staff the information they need to build the student's first semester course schedule. Once the staff has built the student's course schedule, an e-mail is sent to the student with instructions on how to access WebAdvisor to view the schedule. If the student is happy with his or her schedule, no additional actions are necessary. However, if the student has questions or concerns about the schedule, he or she needs to contact a registration officer at (605) 394-2400 to discuss possible changes.

Q: How do students receive their financial aid?

A: Pell Grants, Perkins Student Loans, Supplemental Educational Opportunity Grants, SD Mines scholarships and fellowships, Subsidized and Unsubsidized Direct Student Loans, Graduate PLUS, and Parent PLUS loans are applied directly to the student's account. If the student's financial aid exceeds their institutional charges for tuition/fees, room/board and Tablet PC rental, a refund will be issued.

Q: Who do I contact if my student is receiving VA educational benefits?

A: Contact the Veterans Certifying Official Hallie Vigil or call (605) 394-2486.

Q: When will we get a bill and when is payment due?

A: Payments can be made to the Cashier's office located on campus or online using SDePay or peerTransfer (international students). Both options are accessible through WebAdvisor. Please visit our [website](#) for payment timelines.

Q: I'm paying for my student's education and want to know their account details and balance. Can I get this information from the Student Accounts/Cashier office?

A: Not without written consent from the student. Financial information is also subject to the Family Educational Rights and Privacy Act (FERPA).

Q: I am paying for my child's education and want to see his grades. Can you send me a report?

A: No. Under FERPA, we are not allowed to release grade reports or records to anyone except the student. Educational institutions and agencies must obtain written consent from the student before releasing any information about a student. However, parents of dependent students who can document that the student is an exemption on their federal income tax return may have access to grades and other confidential information as provided by FERPA.

Q: When are immunization records due?

A: The short answer is, as soon as possible. The South Dakota Board of Regents requires all students enrolled in post-secondary institutions to furnish evidence of immunity to selected diseases. Students are obligated to

demonstrate immunity to measles, mumps, and rubella (MMR) by providing proof of two MMR doses or a medical laboratory report that verifies presence of disease-specific antibodies in the blood (i.e., positive blood titer). Meningitis vaccinations are not required but are highly recommended.

Records are to be submitted to the Office of the VP for Student Development/Dean of Students located in the Surbeck Center. Call 605-394-2416 with questions. See the [website](#) for complete details.

Q: If my student is sick or injured, where can he or she go for help?

A: Medical treatment at the [Student Health Services](#) office, located in the Surbeck Center, or a referred service provider is available to all students each semester.

Q: What assurance do I have, as a parent, that my student will be safe on campus?

A: SD Mines is committed to the [safety](#) and security of our students and employees. Safety personnel regularly monitor the campus and work closely with the Rapid City Police Department in law enforcement.

Q: What if my student is absent from class or misses an exam because of a school-sponsored event?

A: Students are not penalized for absence from courses while participating in school-sponsored activities, provided arrangements are made with the instructor ahead of time. Students must also be given the opportunity to make up exams provided arrangements are made with the head or chair of the department.

Q: Can my student repeat a course if he or she does not do well the first time?

A: Yes. Students can attempt a course up to three times but must appeal to the Academic Appeals Committee for a fourth attempt. Only the most recent grade for a course is calculated into the cumulative grade point average. However, all attempts of a course remain on the transcript.

For Federal Student Aid eligibility purposes, and taking into account the aforementioned appeal for a fourth attempt, students who fail a class may retake the class as many times as necessary to receive a passing grade and still receive Federal Student Aid to help pay for it. However, if at any time a passing grade is received, they have one further opportunity to improve the grade and still qualify for Federal Student Aid to help pay for it. If after receiving a passing grade, the student retakes the class to improve the grade, but fails or receives a lower grade, Federal Student Aid would not be available to help pay for another attempt.

Q: What should my student do if they have a concern/complaint/problem that they need help solving?

A: The student should first go to the person or office where the problem originated. If the student is unsure of where to go, the Dean of Students is an available resource in this area. [Student Complaint Process](#)

Q: Can we rent an apartment for our student or can he or she stay with relatives while attending SD Mines?

A: For the first two years following their high school graduation, students are required by Board of Regents policy to live in on-campus housing. If they live with their parents or legal guardians (documentation of legal guardianship must be provided), students may live off campus. Find more information [online](#).

Q: Where does my student find information on local part-time employment?

A: Job opportunities are posted on the display board near the Rocker Bookstore in the Surbeck Center. There are usually local part-time jobs available both on and off-campus. The [Career & Professional Development](#)

[Center](#) in the Surbeck Center uses an online job posting system to help students find summer internships, co-op opportunities, and professional employment.

Q: How do we get an unofficial transcript?

A: A student can print their own unofficial transcript through WebAdvisor. They must login as themselves and from the main Student Menu, the link to the Unofficial Transcript/Course History is under the Academic Profile heading. The University does not provide any other unofficial transcripts.

Q: How does my student get an enrollment verification?

A: There are several ways to request an enrollment verification.

Students can log into their WebAdvisor account and click on the Enrollment Verification Request link at the top: WebAdvisor for Students Menu. This link takes you to the National Student Clearinghouse where you can print an official enrollment certificate.

Contact the Registrar and Academic Services office: (605) 394-2400 or e-mail to request an enrollment verification letter. This selection can only be used to obtain a basic letter containing Directory Information.

When/if additional educational information is necessary, students will need to fill out and sign a Consent Form/ Authorization to Release Information Form that can be found by clicking on the Forms link on the Registrar and Academic Services webpage. The student must sign this form in the presence of a SD Mines representative or a Notary Public.

Q: If students need academic help or social support, where can they go?

A: Needs can usually be narrowed down to academic related or student related/personal needs. Here are a few suggestions where to begin.

Academic help - Students should keep in regular contact with their course instructors and assigned advisor who can also provide help. Other resources include:

[Student Success Support and Services](#)

[Tutoring](#)

Social/Personal help - The Office of the VP for Student Development/Dean of Students guides students seeking support for social, spiritual, health, time management, counseling, and other student-related needs. Students will find the office on the main floor of the Surbeck Center, or call 605-394-2416.

[Counseling and ADA Services](#)

[Pastoral Care and Counseling](#)

Q: How does my child find a ride home for the holidays, spring break, etc.?

A: A ride home board is located in the Student Activities and Leadership Center in Surbeck or they can ask their Resident Assistant for guidance in who might be a potential candidate.

GET CONNECTED!

[Mines Parents and Families](#) is your one-stop source for upcoming campus events, hot topics, newsletters, scholarship information, and more! Remember to subscribe to the [Parents/Families Mailing List](#). You will receive the latest campus news, and information on student activities and gain access to university publications.

IMPORTANT WEB LINKS

Listed below are important web links for your information. Many of these links are provided due to student right-to-know federal legislation. Others are listed because of their importance in regard to the policies of the South Dakota School of Mines & Technology and the South Dakota Board of Regents. Please direct any questions to the Office of the VP for Student Development/Dean of Students in the Surbeck Center e-mail or call (605) 394-2416.

FERPA

[Anti-Harassment Policy](#)

[Community Standards](#)

[Employee-Employee and Faculty-Student](#)

[Consensual Relationships](#)

[South Dakota Board of Regents Policies](#)

[Registered Sex Offenders](#)

[SD Mines Policies](#)

[Safety, includes the Campus Crime Report](#)

[Student Health Insurance Information](#)

CAMPUS DIRECTORY

Toll-free number (800) 544-8162

[Website](#)

Department	Phone (Area code 605)	Email
Admissions.....	394-2414	admissions@sdsmt.edu
Career & Professional Development Center.....	394-2667	careercenter@sdsmt.edu
Counseling & ADA Services.....	394-2416	counseling@sdsmt.edu
Dean of Students	394-2416	deanofstudents@sdsmt.edu
Dining Services	394-1953.....	jennifer.hauf@sdsmt.edu
Devereaux Library	394-2418	library@sdsmt.edu
Financial Aid.....	394-2274.....	FinancialAid@sdsmt.edu
Information Technology Services	394-1234	helpdesk@sdsmt.edu
Ivanhoe International Center (IIC)	394-6884	international@sdsmt.edu
Office of Multicultural Affairs (OMA)	394-1828	oma@sdsmt.edu
Orientation information	394-2336	orientation@sdsmt.edu
Registrar & Academic Services (RAS).....	394-2400	aesinfo@sdsmt.edu
Residence Life (Housing)	394-2348	reslife@sdsmt.edu
Rocker Shop	394-2374.....	sdsmtuniversitybookstore@sdsmt.edu
Security/Campus Safety	394-6100	
Student Accounts/Cashier office	394-2372	cashier@sdsmt.edu
Student Activities & Leadership Center.....	394-2336	
Student Health Services.....	394-2354	
Surbeck Center.....	394-2335	
Veteran Benefits.....	394-2553	Hallie.Vigil@sdsmt.edu
Veterans Resource Center (VRC)	394-2560	
Vice President for Student Development.....	394-2416	deanofstudents@sdsmt.edu
Women in Science & Engineering (WISE)	394-5261	Lisa.Carlson@sdsmt.edu

SPECIAL EVENTS



Rocker Days (M-Week)

September 8-16, 2018

[Schedule of Events](#)

Visit SD Mines during Rocker Days! SD Mines students carry on many of the traditions that began more than 90 years ago, such as climbing M Hill on Friday and white washing the gigantic concrete “M” at its crest. Students, faculty, staff, family, and friends picnic at the base of M Hill and cheer on first-year students as they arrive. Memories are made this week at the coronation and bonfire. The week-long celebration ends on Saturday with the Rocker Days tailgate and afternoon football game.

58TH ANNUAL FAMILY WEEKEND

Friday & Saturday October 12-13, 2018

Family Weekend is an excellent time to visit your student and meet faculty, staff, and other parents, and to see firsthand the many aspects of campus life. You are cordially invited to attend, and unless specified, there is no need to RSVP—just come! A schedule of events will be posted on the Mines Family webpage.

[More information](#) for Mines families.

ACADEMIC CALENDAR

Fall 2018

AUGUST

- 20 Classes begin
- 30 Last day to add or drop a course and adjust fees
Last day for pass/fail and audit options

SEPTEMBER

- 3 Labor Day Holiday

OCTOBER

- 8 Native Americans' Day Holiday
- 12 Midterm (first half of semester ends)
- 15 Graduation application due for undergraduate students (planning to graduate in May or August)
- 17 Midterm deficiencies grades due by midnight
- 22 Early Registration Weeks (Tentative)-through November 9

NOVEMBER

- 2 Last day to drop classes
- 12 Veterans Day Holiday
- 20 Thanksgiving Holiday begins at end of class day
- 26 Classes resume

DECEMBER

- 4 Last day of classes
- 5 No class day
- 6-12 Final examinations
- 12 Semester ends
- 15 Fall Graduation
- 19 Final grades are due by midnight

Spring 2019

JANUARY

- 7 Classes begin
- 16 Last day to add or drop a course and adjust fees
Last day for pass/fail and audit options
- 21 Martin Luther King Jr. Day

FEBRUARY

- 18 Presidents' Day Holiday

MARCH

- 1 Spring vacation begins at end of class day
- 11 Midterm (First half of semester ends)
Classes resume
- 14 Midterm deficiencies grades due by midnight
- 18 Graduation application due for undergraduate students (planning to graduate in December)
Early Registration Weeks (Tentative)-through April 12

APRIL

- 1 Last day to drop classes
- 18 Easter Break begins at end of class day
- 22 Classes resume
- 26 Last day of classes
- 29 Final examinations-through May 3

MAY

- 3 Semester ends
- 4 Spring Graduation
- 8 Final grades are due by midnight

Calendars on this page conform to guidelines established by the South Dakota Board of Regents, but are subject to change at its discretion.

Find SDBOR Academic Calendars at:

<https://www.sdbor.edu/administrative-offices/academics/academic-calendar/Pages/default.aspx>

DEGREES OFFERED

Associate of Arts Degree (AA)

[General Studies](#)

Bachelor Degrees (BS)

[Applied Biological Sciences](#)

[Applied and Computational Mathematics](#)

[Biomedical Engineering \(awaiting Board of Regents approval\)](#)

[Chemical Engineering](#)

[Chemistry](#)

[Civil Engineering](#)

[Computer Engineering](#)

[Computer Science](#)

[Electrical Engineering](#)

[Geological Engineering](#)

[Geology](#)

[Industrial Engineering & Engineering Mgmt](#)

[Interdisciplinary Sciences:](#)

[Atmospheric Sciences](#)

[Pre-Professional Health Sciences](#)

[Science, Technology, and Society](#)

[Mechanical Engineering](#)

[Metallurgical Engineering](#)

[Mining Engineering](#)

[Physics](#)

Master of Engineering Program

[Master of Engineering](#) - in three emphasis areas

Civil & Environmental Engineering

Electrical Engineering

Materials Engineering & Science

Master of Science Programs (MS)

[Atmospheric & Environmental Sciences](#)

[Biomedical Engineering](#)

[Chemical Engineering](#)

[Civil and Environmental Engineering](#)

[Computational Sciences and Robotics](#)

[Construction Engineering & Mgmt](#)

[Electrical Engineering](#)

[Engineering Management](#)

[Geology and Geological Engineering](#)

[Materials Engineering and Science](#)

[Mechanical Engineering](#)

[Mining Engineering and Management](#)

[Paleontology](#)

[Physics](#)

[Accelerated Masters Programs](#) enable completion of a BS + MS degree in as little as five years.

Doctoral Programs (PhD)

[Atmospheric and Environmental Sciences](#)
[Biomedical Engineering](#)
[Chemical and Biological Engineering](#)
[Civil and Environmental Engineering](#)
[Geology and Geological Engineering](#)
[Materials Engineering and Science](#)
[Mechanical Engineering](#)
[Nanoscience and Nanoengineering](#)
[Physics](#)

Minors*

[Applied Biological Sciences](#)
[Atmospheric Sciences](#)
[Chemistry](#)
[Computational Statistics](#)
[Computer Science](#)
[Environmental Engineering](#)
[Environmental Science](#)
[Geology](#)
[Geospatial Technology](#)
[Global Engineering](#)
[Materials Science - Metals](#)
[Mathematics](#)
[Military Science](#)
[Occupational Safety](#)
[Petroleum Systems](#)
[Physics](#)
[Robotics](#)
[Sustainable Engineering](#)

[Minors from other South Dakota Regental Institutions](#)

*Degree seeking students may complete requirements for any minor at any South Dakota Regental university (SD Mines, Black Hills State University, Dakota State University, Northern State University, South Dakota State University, or the University of South Dakota) that has been approved to grant that minor. This minor will be recorded on the transcript in conjunction with the degree/minor from the South Dakota School of Mines and Technology. (Board of Regents Policy 2:29).

Certificates

Construction Management
 Engineering Management and Leadership
 Geospatial Technology
 Occupational Safety
 Petroleum Systems
 Six Sigma Greenbelt
 Technology Innovation
 Global Engineering

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

Academic records such as transcripts and degree audits are available to students via WebAdvisor, a web-based registration and information tool. The Family Educational Rights and Privacy Act of 1974, known as FERPA or the Buckley Amendment, prohibits the release of personally identifiable education information from a student's record to anyone but the student, except under certain circumstances. The goal of FERPA is to protect the student's rights. Parents of students may be granted access to grades or other confidential academic information if SD Mines has the written consent of the student, or proof of the student's dependency via a parents' recently filed tax return. For questions concerning the policy, please contact the Registrar's Office at (605) 394-2400.

CREDIT BY VALIDATION

The South Dakota Board of Regents and its universities encourage students to take advantage of opportunities available to them to earn college credit. These opportunities include credit by validation, such as Advanced Placement (AP) Examinations, College-Level Examination Program (CLEP), and Credit by University Examination, International Baccalaureate Credit (IB), and the Defense Activity for Non-Traditional Education Support (DANTES) credits. [More information](#)

Specific information about credit by validation opportunities may be obtained from the Registrar's Office by e-mail at or by calling (605) 394-2400. To schedule an appointment to take the CLEP contact Tom Mahon in the Tech Learning Center (605) 394-2428.

PLACEMENT TESTS

Before students are registered for their first semester courses, they may be required to take placement tests for math and English depending on a math index score, which is comprised of their high school GPA and ACT® scores. These placement tests are diagnostic exams designed to assess the readiness of students to enroll in certain levels of courses in these subjects. The exams place the students in the most appropriate courses according to their academic preparation for successful completion of the course. Students may only register for the appropriate level of courses as indicated by their math index, placement scores, or other credit by validation.

WEBADVISOR

All students at SD Mines have a WebAdvisor account. Students first receive information on their WebAdvisor account in their acceptance letter from the Registrar's Office.

WebAdvisor is the web interface to the statewide Board of Regents student database. It is the tool that allows a student to register for classes, view their schedules, drop and add classes, check their grades, pay their tuition and fees, accept or reject their financial aid awards, print an unofficial transcript, and more.

TRANSFER CREDIT EQUIVALENCY DATABASE

Official transfer credit evaluation is made by the Registrar's Office in consultation with the head of the academic department in which the applicant intends to major. However, to get a preliminary estimate of the previous credits students have earned that will transfer to SD Mines, we provide this online transfer credit equivalency calculator. We evaluate courses on an individual student basis. If students cannot find a university or a course listed in [this database](#), it is because we have not had transfer work from that university or have never evaluated that specific course.

If you have questions or need more information, please email the Registrar's Office or call (605) 394-2400.

STUDENT LIFE, SERVICES & SUPPORT



SD MINES ACADEMIC CATALOG

The [academic catalog](#) is the official source of information for the university's undergraduate and graduate academic programs, courses, policies, degree requirements, and procedures. Mobile access to SD Mines online catalog is available through your smartphone or iPhone.

BOOKS AND APPAREL (see Rocker Shop)

CAMPUS INVOLVEMENT

Although the curriculum at SD Mines is challenging and academics always take priority, it is important for students to be involved with campus activities. In fact, research has shown that students who are involved in campus life get better grades. This involvement can occur in a variety of arenas, such as student organizations, community service, academic projects, or on-campus employment.

CAMPUS MINISTRIES

Campus Ministries at SD Mines provide students with a variety of services geared toward meeting both material and spiritual needs. Ministries include Fellowship of Christian Athletes, Lutheran Campus Ministry, the Catholic Newman Community, Intervarsity Christian Fellowship, International Students Inc., and Muslim Student Association. Each group provides spiritual teaching in a variety of ways and sponsors a food pantry and other student-help programs. Although campus ministries represent a variety of theological and denominational backgrounds, they collaborate in order to better serve all students.



CAREER & PROFESSIONAL DEVELOPMENT CENTER

The Career & Professional Development Center assists students with career and professional development and securing full-time, summer internships and co-operative education (co-op) employment opportunities. All students—from first-year undergraduates to graduate students—are encouraged to participate in the professional development workshops offered by the Career & Professional Development Center and attend the SD Mines Career Fair held each fall and spring. More information.

Our 2016-17 Graduates = Great Jobs + Great Salaries!

97 percent = Placement Rate

\$61,346 = Average Starting Salary Offer

77% = Graduates with Intern, Research, or Co-op Experience

AVERAGE STARTING SALARY OFFERS

SD Mines 2016-2017 graduates had a 97% placement rate and an average starting salary of \$61,346.

Applied Biological Sciences	\$37,000*	Geology	\$43,420*
Chemical Engineering	\$69,740	Industrial Engineering	\$60,668
Chemistry	\$68,000*	Interdisciplinary Studies	\$40,420*
Civil Engineering	\$52,742	Math	\$86,667*
Computer Engineering	\$68,208	Mechanical Engineering	\$60,049
Computer Science	\$68,008	Metallurgical Engineering	\$63,056
Electrical Engineering	\$62,163	Mining Engineering	\$62,817
Geological Engineering	\$60,258	Physics	\$65,000*

Overall Average Starting Salary \$61,346

* Average based on less than 5 salary reports

COMMUNITY STANDARDS (sdsmt.edu/communitystandards)

Community Standards Mission: Community Standards promotes being a positive member of our community by educating students about policies and procedures, holding students accountable for their actions, and providing students intentional interventions and sanctions.

SD Mines students are expected to abide by policies provided by the [SD Board of Regents](#), the [university](#), and specific departments/areas. [Click here](#) for information on community standards.

COUNSELING SERVICES

Counseling services are available for all SD Mines students. The counseling office is staffed with three full-time, licensed mental health professionals. The counseling staff is available for appointments from 8 am – 4 pm in the Surbeck Center. Additional service times may be accommodated upon request. Short-term counseling and referrals for campus and community resources are available. Counseling services help students with an extensive range of issues including:

- Academic Problems
- Relationship Issues
- Sexual Assault Recovery
- Grief
- Depression/Anxiety
- Suicide

Most SD Mines faculty and staff members participate in suicide prevention training provided by the counseling staff. While not clinically trained, faculty and staff are encouraged to be sensitive to the myriad of issues that students face and to make referrals to the counseling office when necessary. Noticeable changes in behavior, such as heavy alcohol use, missing classes, and/or academic performance, are the most common reasons for making a referral to the counseling office. Students who are talking about harming themselves or making plans to kill themselves by giving away possessions should be referred directly to counseling services. In emergency situations, 911 should be called.

The counseling center is also active in promoting wellness and personal development as a core principle of the Mines Advantage program. Counseling staff host programs given on wellness-oriented topics such as financial fitness, time management, test anxiety, suicide prevention, nutrition and living well in college. The SD Mines counseling staff is committed to building student resiliency through programs that encourage personal growth. Find more information at the [Counseling Department](#).

INTERNATIONAL STUDIES

The Ivanhoe International Center (IIC) is located in the lower level of the Surbeck Center and is the hub of international activities on campus, including services for international students and for students who are planning to study abroad.

Study Abroad/International Experiences

Students are strongly encouraged to participate in a study abroad/international experience. Engineering and science are global enterprises, and education in these fields must prepare graduates to function professionally on multinational and multicultural teams and/or to work overseas at some point in their career (Mines Advantage: Cultural and Global Diversity). SD Mines encourages departments and programs to develop innovative ways of incorporating international experiences into the curriculum that develop these skills. The IIC coordinates efforts and assists with the logistics of these endeavors.

International Programs

Students from around the world study at SD Mines and represent many different cultures. The IIC provides various services specifically for international students and develops and publicizes opportunities for cross-cultural student-to-student interaction. This offers ALL students the opportunity to get to know people from other cultures.

Additional information for international students and students interested in study abroad can be found on our [webpage](#).

MEDICAL ISSUES

Immunizations

The South Dakota Board of Regents requires all students enrolled in post-secondary institutions to furnish evidence of immunity to selected diseases. This applies to every student (graduate and undergraduate) who has been admitted to a post-secondary institution in the state of South Dakota. All students who meet established criteria are obligated to demonstrate immunity to measles, mumps, and rubella (MMR).

Students born on or after January 1, 1957, must demonstrate immunity; those born prior to this date are excused. Students must provide proof of two MMR doses or a medical laboratory report that verifies presence of disease-specific antibodies in the blood (i.e., positive blood titer). Meningitis vaccinations are not required but are highly recommended.

Records are to be submitted to the Office of the VP for Student Development/Dean of Students located in the Surbeck Center. Call 605-394-2416 with questions.



MINES ADVANTAGE

In today's highly competitive job market employers are looking beyond technical skills to identify the leaders of tomorrow. [Mines Advantage](#) is a professional development program that prepares students to meet this challenge by giving them the tools and skills employers are seeking through real-world experiences.

A program of distinction, Mines Advantage fosters "personal development on a professional level," combining the classroom's technical expertise with a wide variety of professional development experiences in six areas of competency. Students completing the Mines Advantage program will have thirty different experiences ranging from leadership training to civic engagement.

Mines Advantage equips our students to be more than just successful in the work place; it prepares them to become the future leaders of industry and pillars of their respective communities.

MINES GOLD CARD (sdsmt.edu/grubbygold)

The multipurpose *Mines Gold Card* functions as your student's ID card, library card, meal card, door access card, and "Grubby Gold" account. As a student ID, the Mines Gold Card provides access to athletic events, the Wellness Center, health services, and student activities such as plays and concerts. As a library card, it allows your student to utilize the resources in the library and check out books and other materials. As a meal card, your student can present it at the Hardrocker Dining Hall, Miner's Shack, or Einstein Bros Bagels and deduct the purchases from his or her dining account. (In a meal plan, Dining Dollars can only be used at on-campus dining locations.) As a door access card, it provides your student entry into his or her assigned residence hall, Surbeck Center, and other campus buildings. The Mines Bookstore customer loyalty program, Rocker Rewards, is also a feature of the Mines Gold Card.

In addition to all of the above, the Mines Gold Card can act as a debit card utilizing "Grubby Gold." Students and parents can load money on the card and then use the card at on-campus and off-campus Grubby Gold locations! Loading money is easy – through the Cashier's Office, our [eAccounts website](#), or the eAccounts App available in the [Apple Store](#) or [Google Play](#). More information about Grubby Gold can be found on the [Grubby Gold website](#).

Current on-campus Grubby Gold locations include: laundry machines, vending machines, copy machines, the Rocker Shop, all dining locations, and mail services (for FedEx & USPS purchases/ services). Off-campus locations include: Pure Bean Coffee, Philly Ted's Downtown, Silver Lining Creamery, & Subway—St. Patrick St.

MULTICULTURAL AFFAIRS

The [Office of Multicultural Affairs](#) (OMA) is committed to building and promoting programs, services, and resources that serve students, faculty and staff to create as well as sustain a diverse and inclusive campus community.

PARKING

Everyone parking on campus is required to have a permit. Please visit our [website](#) for completed details on parking registration, ticket appeals, etc.

RESIDENCE LIFE-LIVING ON CAMPUS (sdsmt.edu/reslife)

Residence Life Mission: Residence Life is committed to providing a safe, comfortable environment that encourages learning and personal growth in an inclusive community that empowers and challenges our residents.

The South Dakota Board of Regents (BOR) Housing Policy states:

“During the first two years from the time they were or would have been graduated from high school, all unmarried students who enroll in courses delivered on a main campus for six credit hours or more are required to enter into a housing agreement with the institution unless special permission to room or dine elsewhere is received from the institution. Permission ordinarily shall be granted to students with dependent children, to students who reside full time during the academic year with parents or legal guardians or students enrolled primarily at off-campus locations. Students who have enrolled for twelve or more credits for four semesters may be exempted from this agreement at the discretion of the institution...”

All students who have graduated from high school in the past two years must either live on campus or complete an Exemption Request Form to ensure compliance with the BOR Housing Policy. Housing applications and the Exemption Request Forms are both available online.

The safety and security of the residents living on campus are of prime concern to the university. Several key strategies help with this endeavor:

- Professional staff who live on campus
- Student staff (Resident Assistants or RAs) who live on each floor
- Residence hall entrances with security cameras that are closed and locked at all times
- Educational programs and reminders that help residents understand the role they play in the safety and security of the building

Residence Life staff work with residents to help build a support system for students providing information, assistance, guidance, and facilitating healthy peer interactions. They are also familiar with campus policies and are able to assist with policy violations and emergencies. Each area has an on-site Assistant Director who lives and works within the residential community. Assistant Directors are full-time staff with backgrounds in higher education and counseling. They assist in solving problems that may arise and supervise the resident advisors (RAs).

As first-year students transition into college life, RAs assist them within the residence halls with social and academic needs. They have conversations with first-year undergraduate students on at least a monthly basis to discuss individual circumstances and assist as needed on a personal level. To aid in academic success, live-in Residential Peer Mentors (RPMs) hold office hours, study groups, drop-in tutoring, and more.

Residents are held accountable by the institution for their actions. Residence hall policies are outlined in the [Residence Life Handbook](#).

First-year undergraduate student-housing options

New first-year undergraduate residents have two types of housing during their first year on campus. More information on these options is available at Residence Life

Community Living: Located in Connolly and Palmerton Halls, Community Living provides strong community development through a variety of programs, events, and meetings with the resident assistant. Community living in Connolly and Palmerton provides a wide range of activities and learning opportunities for all students to enjoy.

Learning Communities: SD Mines offers three learning communities in Peterson Hall: Outdoor Pursuits, Service First, and Exploring Rapid City (and beyond). Learning Communities provide programs, events, and activities around their specific theme, allowing students with a common interest to explore together.

Continuing Student Housing Options: Sophomore students may live in Placer, Peterson or Palmerton, depending on availability. Upperclass student housing (apartment style) is available in Rocker Square I/II.

ROCKER SHOP

Store Services

- Course material price comparison tool on our user-friendly website
- Extensive course material choices
- Personal check cashing
- Fax service and postage stamps
- Special order books, supplies, and imprinted items for campus groups

Merchandise Selection

- Large variety of academic and office supplies
- BarCharts Quick Study guides
- Officially-licensed SD Mines collegiate apparel from Under Armour, Nike, and more
- SD Mines gift items and decor
- Health and beauty aids
- Engineering and drafting supplies
- Snacks and beverages including Cake and Monster Energy
- Electronic accessories including calculators, headphones and phone accessories

Course Material Information

Get the right textbooks for class! The Rocker Shop strives to offer SD Mines students the best combination of pricing, selection, service, and value for their course material needs.

- New and used textbooks
- New and used rental textbooks
- Digital textbooks (when available)
- Access codes (when available)
- First Day Access (when selected by instructor)
- Online Comparison Shopping Tool
- Pre-order your textbooks online the [Rocker Shop](#)
- Book Buyback available at end of each semester

Payment Methods Available

- All major credit cards
- Cash and personal checks
- Student Account EZ Charge*
- Rocker Shop Gift Card
- Grubby Gold

*Student Account EZ Charge allows students in good standing to charge to their SD Mines student account at the beginning of each semester. EZ Charge is available in store and online and can be used to purchase textbooks, school supplies, and merchandise available at the Rocker Shop. Visit <http://www.sdsmtbookstore.com/> for further details.



SAFETY AND SECURITY ON CAMPUS

SD Mines is committed to the safety and security of our students and employees. Safety personnel regularly monitor the campus and work closely with the Rapid City Police Department in enforcing community, state, and federal laws, and providing education and prevention programs.

Campus Safety may be utilized 24-hours daily by calling (605) 394-6100. Go to our [webpage](#) more information on campus emergency procedures.

The Campus Safety and Fire Safety Report can be found [here](#).

Campus Alert System/Everbridge

This system helps us notify students, staff, and faculty of any emergencies that occur on or near campus locations. Emergencies may include, but are not limited to, weather alerts, school closings, fire, or criminal activity.

All students are automatically a part of this system through their campus-assigned e-mail address. An e-mail is sent to the campus-assigned e-mail account with information about how to register for the alert system. During registration, students may opt to register their personal telephone numbers, personal e-mail addresses, or other personal electronic devices to receive this campus alert system, as well.

IMPORTANT!

In order to receive vital safety messages, students need to register all available contact information.

All staff and faculty are required to register and participate in this campus alert system.

The Campus Alert system/Everbridge helps keep our campuses safe and ensures everyone is notified when an emergency occurs. For more information about the Regental campus alert system, [click here](#).

SCHOLARSHIP COACHING

Students at the School of Mines are exceptionally qualified to apply for prestigious scholarships and grants available on the local, regional, and national levels -- awards such as Marshall, Fulbright, Rhodes, Goldwater, and more.

For more information about scholarship coaching at the South Dakota School of Mines and Technology, please visit the webpage at: [Scholarship Coaching](#)

STUDENT SUCCESS CENTER

We care about your student and getting them connected to the right resources and people so they can go on to do great things in industry. Sometimes getting connected to those resources can be hard. Enter the Student Success Center. Located in the Surbeck Center, this student-centered facility is a one-stop shop that helps to augment your student's academic advisor. Staff include the Success Center Director, Student Success Advisor, and Pre-Health Advisor. The SSC works in partnership with instructors and faculty advisors in each department, math faculty that conduct the MathSpark readiness program, peer supplemental instructors and mentors, and university employees dedicated to student success through early alert efforts.

The Center is a place students can go to study, hang out, get free tutoring from upper-class and graduate students, meet with the Student Success Advisor for a personal consultation, and attend workshops on things like time management and learning strategies.

Other offices under the direction of the SSC include the Testing Center, which accommodates all ADA and other proctored testing, the Tutoring Center, which offers additional tutoring options, and the Women in Science and Engineering (WiSE) program, another robust support mechanism for students, focusing on networking, outreach and professional development.

Just as we know students can't succeed without a team of supporters, the Success Center leans on a supportive team of its own. The center has strong alliances with other thriving programs, like the Office of Multicultural Affairs, Veterans Resource Center, and Ivanhoe International Center, as well as the Residential Peer Mentors who live in campus housing. The SSC streamlines referrals to the Career and Professional Development Center, Tiospaye Scholarship Program, Culture and Attitude Scholarship Program, Ivanhoe International Center, and the Office of Counseling and ADA Services.

TABLET PC PROGRAM

The Tablet PC Program will continue this fall with first-year undergraduate, transfer, and readmitted students.

- The program is mandatory for all incoming first-year undergraduate students. The Tablet PC can be utilized in general education courses. Financial aid can be used to pay for the program.
- The hardware is a convertible Tablet PC. These machines are laptops that are fully functional as a laptop but also have a pen and touch-sensitive screen that allows students to write on the screen as if it is a piece of paper. This allows students to take notes in class in their own handwriting, to highlight lectures from their faculty, and provides many other test-taking functions that are not available with a basic laptop. The Tablet PC has built-in wireless capabilities, making any classroom on campus a computer lab.
- The Tablet PC is available via a tax-exempt lease and is the property of the university until the lease expires. This gives SD Mines the right to install any site-licensed departmental software. If students use other laptops, they will not be able to install most of the SD Mines site-licensed software and will not be able to connect to the state network with ease.
- The cost of the program is \$417.00 per semester for the 2018-19 academic year. When the laptop is four years old, it will be replaced with a new machine. Returned laptops less than four years old and in good working order will continue to be used in the program. This equipment will be issued to transfer students and students returning after an absence to keep the program synchronized as much as possible. The student fee covers the cost of the Tablet PC, a laptop backpack, an extra battery, four-year replacement upgrades, and hardware/software support for the tablet program. It also covers the cost of basic software installed on each machine: Windows, Microsoft Office, anti-virus software, Maple mathematics software, etc.
- All service on the machines is performed on campus. The tablets have a four-year no-fault warranty, which covers all maintenance costs. However, a small charge may be assessed to students who have misused or abused their machines.
- Students are responsible for backing up their own data. If there are any software issues with their laptops that cannot be resolved in a short amount of time, their hard drive will be replaced with a newly imaged hard drive to solve any software issues.
- A limited loaner program has been established, and tablets are available through Tablet Central in the basement of the Devereaux Library.

VETERANS RESOURCE CENTER

Located in the student activities area on the lower level of the Surbeck Center, the Veterans Resource Center (VRC) provides SD Mines veterans a comfortable area in which to relax, study or simply connect with other campus veterans.

The VRC is sponsored by SD Mines and TRIO Veterans Upward Bound, a program funded by the Department of Education. For additional information on the VRC, visit the [Veterans Resource Center webpage](#).

For questions about VA benefits, contact Hallie Vigil, the SD Mines certifying official, in the RAS office at 605-394-2486.

FINANCING AND PAYING FOR EDUCATION

The cost to attend the SD Mines will vary depending on a number of factors: the number of enrolled credit hours, types of courses, residency status, and room/board options. Please review the following web pages for complete details on tuition, fees, housing, and dining costs:

Tuition and Fees Schedule: <http://www.sdsmt.edu/Admissions/Tuition-and-Fees/>

Tuition Rates Descriptions: <http://www.sdsmt.edu/Admissions/Tuition-and-Fees/Tuition-Rates-Descriptions/>

Tuition and Fees by Degree: <http://www.sdsmt.edu/Admissions/Tuition-and-Fees/Tuition-and-Fees-by-Degree-Program/>

Minnesota Reciprocity: <http://www.sdsmt.edu/Admissions/Tuition-and-Fees/Minnesota-Reciprocity/>

Housing and Dining Fees: <http://www.sdsmt.edu/Admissions/Tuition-and-Fees/Housing-and-Dining-Fees/>

International Student Tuition and Fees: <http://www.sdsmt.edu/Admissions/International-Students/Costs-and-Fees/>

HOW TO PAY TUITION AND FEES

Payments can be made online at WebAdvisor through SDePay: <https://quikpayasp.com/sdbor/campus/studentaccounts/authorized.do>

Payment plans are offered, but your student must enroll/reenroll each semester. Access is available through the student account/WebAdvisor. For more information, visit: <http://www.sdsmt.edu/Campus-Services/Administration/Student-Accounts---Cashiering/Net-Payment-Plan/>

Your student can set a parent up as an authorized payer through their web advisor account. Once your student has set you up, login here: <https://quikpayasp.com/sdbor/campus/studentaccounts/authorized.do>

Payment can also be mailed to: (please include your student name and ID#)

SDSMT Cashiering Office
Surbeck Center
501 East Saint Joseph St.
Rapid City, SD 57701

Student Accounts Contact Information:

Student Accounts/Cashier Services:
Surbeck Center
phone: (605) 394-2372
fax: (605) 394-2810

PERKINS LOAN PROGRAM

Loans made through the Federal Perkins Loan Program, often called Perkins Loans, are low-interest federal student loans for undergraduate and graduate students with exceptional financial need. Awarding of these loans is done through the Financial Aid office. Once awarded, the Finance & Administration office administers the loans and can answer questions related to repayment terms, interest rates, grace periods, deferment/cancellations requests and exit interviews. Please visit <http://www.sdsmt.edu/Campus-Services/Administration/Perkins-Loans/> for additional information.

PAYING FOR BOOKS

Students can charge books and supplies at the Rocker Shop (campus bookstore) through the EZ Short-Term Bookstore Loan. Please see the Rocker Shop website for eligibility and more details.

This program is available for both on-line and in-store purchases through the Rocker Shop with total purchases each semester, up to \$800. The charges will be billed to the student account. Students who elect this payment option are automatically enrolled with no set-up fees; however, late charges will be assessed for balances not paid by the due date. A photo ID is required at the time the student picks up their purchase at the [Rocker Shop bookstore](#).

Student Health Insurance:

Information for attaining health insurance, if needed can be found at <https://myhealth.sdbor.edu/>

FEDERAL STUDENT AID**File a New FAFSA Each Year**

Students must file a new [Free Application for Federal Student Aid](#) (FAFSA) each year. We do not use a priority awarding date, but recommend that as soon as possible after October 1 prior to the fall semester the student plans to attend (for example file the FAFSA starting October 1, 2018 for the 2019-2020 academic year). Aid awarding processing begins in March and continuously each week thereafter (returning student award notices are not sent out until the first full week of June). The results of the FAFSA will be used to determine eligibility for Federal Student Aid available at SD Mines (grants, loans and work- study).

FAFSA Has Been Filed and All Aid Related Steps Completed: For students who have filed their FAFSA and have completed all of the necessary steps to finalize their aid award(s), all of their federal student aid (grants and student loans), SD Mines scholarships and non-working fellowships, and most non-SD Mines scholarships will be applied directly to the student's account. Our office will notify students if there are any non-SD Mines scholarships that need the student's endorsement. If the student's financial aid exceeds the institutional charges for tuition/ fees, room/board (if contracting with the University for room/board) and Tablet PC rental, a refund will be issued. Refund checks and Federal Work Study (FWS) paychecks will be mailed to the student's designated local address or may be direct deposited to the student's designated bank account. Students can sign up for direct deposit through SDePay via WebAdvisor.

FAFSA Not Completed or not all steps related to a filed FAFSA have been completed: If the student is applying for federal student aid, but did not file the FAFSA until after August 1 for a fall semester start, or filed before, but has not completed all the necessary steps to finalize the aid awarded to them, there is a good chance their financial aid may not be available by the final day accounts are required to be paid in full (approximately 10th calendar day of any given semester). If Federal Aid has been processed and the total aid awarded (not including the FWS Program) is sufficient to pay their account in full, but the aid will not be available until after final payment is due, the student must obtain a Financial Aid Deferment from the Financial Aid office. If the aid is not sufficient to pay their account in full, the student must pay the balance of their account (that aid will not cover) prior to 4 pm on the final payment date or enroll in the payment plan. Failure to do so may result in a late charge and/or dropped course registration.

SCHOLARSHIPS**SD Mines Scholarships**

Various [scholarships](#) for incoming freshman and continuing students, both of which require an application.

SD High School Students

Learn more about the scholarships offered by the [SD Board of Regents](#).

STEM Scholarships

See our list for [scholarships](#) that support science and engineering education.

STUDENT JOB OPPORTUNITIES

Federal Work-Study (FWS) - If the student has filed their FAFSA, indicated on the FAFSA their interest in FWS, meet eligibility requirements and funds are available, the Financial Aid Office will e-mail the student a link to our FWS Application. Contact our office with questions or to see if the student would qualify for FWS.

Local Opportunities - The Career & Professional Development Center located in the Surbeck Center posts local part-time opportunities for students seeking employment while in school. It also assists students in their search for co-operative education (co-op) and internship positions. Students interested in FWS opportunities on campus, and were not previously awarded FWS, should contact the Financial Aid office.