# TABLE OF CONTENTS

Message from the President ................................................................. 3  
Message from the Dean of Students ................................................... 4  
Message from the Student Association ............................................... 5  
Your student is off to college. Now what? ......................................... 6  
Frequently Asked Questions ............................................................. 7  
Get Connected .................................................................................. 9  
Campus Directory ............................................................................ 10  
Academic Calendar .......................................................................... 11  
Special Events ................................................................................ 12  

## Academics

- FERPA .......................................................................................... 13  
- Placement Tests ............................................................................. 13  
- Credit by Validation ..................................................................... 13  
- Self-Service Banner ........................................................................ 13  
- Transfer Credit Equivalency Database ........................................ 13  

## Academic Programs ..................................................................... 14

## Student Life, Services & Support

- Campus Ministries ........................................................................ 17  
- Career Services ............................................................................ 17  
- Community Standards ................................................................... 18  
- Counseling Services ....................................................................... 18  
- Immunization Requirements ............................................................ 18  
- International Studies ...................................................................... 19  
- Laptop PC Program ...................................................................... 19  
- Mines Advantage .......................................................................... 20  
- Office for Inclusion ...................................................................... 20  
- Parking .......................................................................................... 21  
- Residence Life ............................................................................... 21  
- Rocker Shop ................................................................................ 22  
- Safety and Security On Campus ..................................................... 23  
- Student Engagement Office ......................................................... 23  
- Student Health Services ............................................................... 23  
- Student Success ............................................................................ 23  
- Surbeck Center ............................................................................. 24  
- Rich & Trudy Wells Veterans Resource Center ............................. 25  
- Your Grubby Card ....................................................................... 25

## Financing & Paying for Education

- How to Pay Tuition and Fees ...................................................... 26  
- Paying for Books ........................................................................ 26  
- Federal Student Aid ..................................................................... 27  
- Student Job Opportunities ........................................................... 27
MESSAGE FROM THE PRESIDENT

Dear Parents:

Welcome to South Dakota Mines!

Choosing a university is one of the biggest decisions you and your student will ever make, and I want to assure you that you made the right choice! South Dakota Mines is an exceptional science and engineering university.

Having been a Mines student, alumnus, and now President, I have a unique perspective on the Hardrocker journey. I can tell you firsthand that the traditions and legacies at Mines make a lifelong impact on students who attend here.

As parents, my wife 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.

Campus is set to be transformed. The Devereaux Library renovation will be finished this summer. We will be breaking ground on a new Mineral Industries building this year, further enhancing students’ educational experiences. We recently received funding to purchase the former Ascent Innovation building, located on campus property, which will expand our research space and allow start-up companies to thrive and create locally-based STEM jobs.

Student success is paramount at South Dakota Mines, and we do everything we can to ensure our students thrive. Student Success provides a one-stop 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, help is at their fingertips here on campus.

Your child will be much more than a number at Mines. Our faculty and staff provide a world-class education in a family atmosphere. Mines’ students enjoy a personalized experience via an average class size of 24.

Real-world experiences through paid internships lead to high demand for our graduates. The job placement rate is 97% and the average starting salary is more than $66,150. Mines provides an exceptional place for students alike to achieve success.

Mines does not stop at helping students get jobs. Our Mines Advantage program helps students develop their leadership and other professional skills. Our Honors program is like no other. It is not based on academic achievement; rather, it emphasizes leadership, teamwork, and community involvement, to solve the world’s problems.

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
MESSAGE FROM THE DEAN OF STUDENTS

Dear Parents and Family Members,

Welcome to the South Dakota 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. Please know that beyond your students, we also consider you an important member of our community.

We are committed to helping students grow and develop through opportunities inside and outside the classroom. Our signature professional development program Mines Advantage offers a wealth of experiences in six crucial areas to success:

- Career Preparation
- Cultural and Global Diversity
- Community Involvement
- Personal Development
- Leadership and Teamwork
- Communication Skills

This program develops students into well-rounded professionals, while also building resumes that earn recognition from employers nationwide. Please encourage your students to participate in Mines Advantage as they also complete their curricular requirements.

Working with students, hearing their questions and concerns, and sharing in their accomplishments is our passion. They are welcome to come to the Dean of Students’ Office at any time that they need. That invitation is also extended to you as parents and families.

Through this publication, our website, and regular communication from our office, we will provide you with timely information and a window into the programs and people of this remarkable institution. Thank you for trusting us with the development of your students. Please reach out anytime at 605-394-2416 or deanofstudents@sdsmt.edu.

Sincerely,

Joseph Dlugos, Ph.D.
Associate Vice President for Student Development
& Dean of Students

Shelly Tupper
Assistant to the Dean/Office Coordinator
MESSAGE FROM THE STUDENT ASSOCIATION

Dear Parents,

Firstly, we want to thank you for supporting your student through the admissions and acceptance process for South Dakota Mines. You have helped set your student on a path to a very bright future paved by their experiences here. Take it from us, two seniors nearing graduation with internships under our belt and jobs lining up, the hard work is all worth it.

Outside of world-renowned academics, what really makes South Dakota Mines standout is the culture. One of the pillars of our campus culture is student organizations. Campus boasts well over 100 student orgs ranging from competition teams, academic and professional societies, and special interest orgs. No matter what your student is into, they WILL find their people here. All current student organizations are available over on Rocker Central, our new platform for student organizations.

The Student Association Senate provides countless resources to first year students who are still trying to navigate the college life. Not only that, but it stands as the voice of the student body at the university level and gives students a say not only amongst their peers but to the administration as well. Students involved in Senate not only get to impact the campus, but the state, too! Every year, the Senate travels to the State Capitol to lobby for legislation that impacts colleges throughout South Dakota, talking to state legislators about real-world issues and solutions to them. We highly encourage your student to join the Student Senate so they can make good, life-long connections, build their leadership skills, and to make a positive impact on their campus!

We look forward to meeting you during the parent and family orientation! Go Hardrockers!

Cody Marshall
2022-2023 SA President

Sam Schleich
2022-2023 SA Vice President
Your student is off to college...now what?

The first year in college is a time of major life changes for both students and parents. Here are a few things to keep in mind as you help your student navigate through this transition.

**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 occasionally. 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, Office for Inclusion, 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.
FREQUENTLY ASKED QUESTIONS

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 Dean of Students Office located in the Surbeck Center. Please submit the Mandatory Immunization Form along with any vaccination records or lab reports to deanofstudents@sdsmt.edu. 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 is available at the Student Health Clinic, located in the Surbeck Center by appointment during these times. (605-394-2354)

- Mon. 7:30 a.m. - 4:00 p.m.
- Tues. - Thurs. 11:00 a.m. - 4:00 p.m.
- Fri. 8:00 a.m. - 2:00 p.m.

Our providers also offer the Call-A-Nurse program 7 days a week from 7:00 a.m. to 7:00 p.m. by calling 605-519-4703.

Q: What assurance do I have, as a parent, that my student will be safe on campus?
A: South Dakota Mines is committed to the public 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 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 considering 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: How do we get an unofficial transcript?
A: A student can print their own unofficial transcript through Self-Service Banner. The University does not provide any other unofficial transcripts.
Q: Can we rent an apartment for our student, or can he or she stay with relatives while attending South Dakota 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 Shop Bookstore in the Surbeck Center. There are usually local part-time jobs available both on and off campus. Career Services in the Devereaux Library uses an online job posting system to help students find summer internships, co-op opportunities, and professional employment.

Q: How does my student get an enrollment verification?
A: There are several ways to request an enrollment verification.

Students can log into their Self-Service Banner account. This link takes you to the National Student Clearinghouse where the student can print an official enrollment certificate.

Contact the Office of the Registrar: (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 Associate Vice President 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.
Student Disability Services (ADA)
Counseling Services
Campus Ministries

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: How does my child find a ride home for the holidays, spring break, etc.?
A: A ride home board is located in the Student Engagement area in the Surbeck Center or they can ask their resident assistant for guidance on who might be a potential candidate.
GET CONNECTED & IMPORTANT WEB LINKS

Parent & Families Webpage

Mines Parents and Families is your one-stop source for upcoming campus events, hot topics, newsletters, and more!

Remember to subscribe to the Parent/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 regarding the policies of South Dakota Mines and the South Dakota Board of Regents. Please direct any questions to the Office of the Associate Vice President for Student Development/Dean of Students in Surbeck Center.
E-mail: deanofstudents@sdsmt.edu
Phone: (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
- South Dakota Mines Policies
- Campus Crime Report
South Dakota Mines Toll-free number: 800-544-8162
Website: sdsmt.edu

Admissions
605-394-2414
admissions@sdsmt.edu

Career Services
605-394-2667
careercenter@sdsmt.edu

Counseling
605-394-1924
counseling@sdsmt.edu

Dean of Students
605-394-2416
deanofstudents@sdsmt.edu

Devereaux Library
605-394-2418
library@sdsmt.edu

Dining Services
605-394-1953

Disability Services (ADA)
605-394-2533
amanda.lopez@sdsmt.edu

Financial Aid
605-394-2274
financialaid@sdsmt.edu

Information Technology Services
605-394-1234
helpdesk@sdsmt.edu

Ivanhoe International Center
605-394-6884
international@sdsmt.edu

Office for Inclusion
605-394-1828
jesse.herrera@sdsmt.edu

Orientation Information
605-394-2336
orientation@sdsmt.edu

Registrar
605-394-2400
registrar@sdsmt.edu

Residence Life
605-394-2348
reslife@sdsmt.edu

Rocker Shop
605-394-2374
sdsmtuniversitybookstore@sdsmt.edu

Security/Public Safety
605-394-6100

Student Accounts/Cashier Office
605-394-2372
cashier@sdsmt.edu

Student Health Services
605-394-2354

Student Engagement Office
605-394-2336
cory.headley@sdsmt.edu

Surbeck Center
605-394-2335
stephanie.lindsley@sdsmt.edu

Title IX Services
605-394-2533
amanda.lopez@sdsmt.edu

Veterans Benefits
605-394-2553
veteranscert@sdsmt.edu

Rich & Trudy Wells Veterans Resource Center
605-394-2560
derek.flom@sdsmt.edu

Women in Science & Engineering (WISE)
605-394-1270
corinne.heiberger@sdsmt.edu
FACTOR 2022

**AUGUST**
22 Classes begin

**SEPTEMBER**
1 Last day to add or drop a course and adjust fees
1 Last day for pass/fail and audit options
5 Labor Day Holiday

**OCTOBER**
10 Native American Day Holiday
14 Midterm (first half of semester ends)
17 Graduation application due for undergraduate students planning to graduate in May or August
19 Midterm deficiencies grades due by midnight
24 Early Registration Weeks (Tentative) - through November 10

**NOVEMBER**
4 Last day to drop classes
11 Veterans Day Holiday
22 Thanksgiving Holiday begins at end of class day
28 Classes resume

**DECEMBER**
7 No class day
8-9 Final examinations
12-14 Final examinations
14 Semester ends
17 Fall Graduation
19 Final grades are due by midnight

SPRING 2023

**JANUARY**
9 Classes begin
16 Martin Luther King Jr. Day Holiday
18 Last day to add or drop a course and adjust fees
18 Last day for pass/fail and audit options

**FEBRUARY**
20 Presidents’ Day Holiday

**MARCH**
3 Midterm (First half of semester ends)
8 Midterm deficiencies grades due by midnight
10 Spring vacation begins at end of class day
20 Classes resume
20 Graduation application due for undergraduate students planning to graduate in December
20 Early Registration Weeks (Tentative) - through April 6

**APRIL**
3 Last day to drop classes
6 Easter Break begins at end of class day
10 Classes resume

**MAY**
1-5 Final examinations
5 Semester ends
6 Spring Graduation
10 Final grades are due by midnight

This calendar conforms to guidelines established by the South Dakota Board of Regents but is subject to change at its discretion.

Find SDBOR Academic Calendars at: https://www.sdbor.edu/administrative-offices/academics/academic-calendar/Pages/default.aspx
**Rocker Days (M-Week)**  
**September 19-26, 2022**  
Visit South Dakota Mines during Rocker Days! Mines’ students carry on many of the traditions that began more than 90 years ago, such as climbing M Hill on Friday and whitewashing 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.

**62nd Annual Family Weekend**  
**October 14-15, 2022**  
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.
Family Educational Rights and Privacy Act of 1974 (FERPA)

Academic records such as transcripts and degree audits are available to students via Self-Service Banner, 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 to privacy. Parents of students may be granted access to grades or other confidential academic information if South Dakota Mines has the written consent of the student, or proof of the student’s dependency via a parent’s recently filed tax return. For questions concerning the policy, please contact the Registrar’s Office at (605) 394-2400.

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.

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

Self-Service Banner

All students at South Dakota Mines have a Banner account.

Self-Service Banner 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 Admissions Office in consultation with the head of the academic department in which the applicant intends to major. If students have questions about how their transfer work has been evaluated, reaching out to their academic advisor is the best starting point. If any transfer work hasn’t been evaluated and added to the student transcript, students can email the Registrar’s office or call (605) 394-2400.
South Dakota 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.

Associate of Arts
• General Studies, AA

Bachelor of Science
• Atmospheric and Environmental Sciences, BS
• Biology, BS
• Biomedical Engineering, BS
• Business Management in Technology, BS
• Chemical Engineering, BS
• Chemical Engineering: Bioprocess and Biochemical Engineering Specialization, BS
• Chemistry, BS
• Chemistry: Biochemistry Specialization, BS
• Civil Engineering, BS
• Computer Engineering, BS
• Computer Science, BS
• Computer Science: Artificial Intelligence and Machine Learning Specialization, BS
• Computer Science: Cybersecurity Specialization, BS
• Computer Science: Visual and Interactive Computing Specialization, BS
• Electrical Engineering, BS
• Geological Engineering, BS
• Geology, BS
• Industrial Engineering and Engineering Management, BS
• Mathematics, BS
• Mechanical Engineering, BS
• Metallurgical Engineering, BS
• Mining Engineering, BS
• Physics, BS
• Pre-Professional Health Sciences, BS
• Science, Technology, and Society, BS

Master of Engineering
• Master of Engineering
ACADEMIC PROGRAMS (cont.)

Master of Science
- Atmospheric and Environmental Sciences, MS
- Biomedical Engineering, MS
- Chemical Engineering, MS
- Civil and Environmental Engineering, MS
- Computer Science and Engineering, MS
- Construction Engineering and Management, MS
- Electrical Engineering, MS
- Engineering Management, MS
- Geology and Geological Engineering, MS
- Green and Sustainable Chemistry, MS
- Industrial Engineering, MS
- Materials Engineering and Science, MS
- Mechanical Engineering, MS
- Mining Engineering and Management: Mining Engineering Specialization, MS
- Mining Engineering and Management: Mining Industry Applications Specialization, MS
- Mining Engineering and Management: Minerals Industry Management Specialization, MS
- Nanoscience and Nanoengineering, MS
- Paleontology, MS
- Physics, MS

Doctor of Philosophy
- Atmospheric and Environmental Sciences, PhD
- Biomedical Engineering, PhD
- Chemical and Biological Engineering, PhD
- Civil and Environmental Engineering, PhD
- Electrical Engineering, PhD
- Geology, Geological Engineering, and Mining Engineering: Geological Engineering Specialization, PhD
- Geology, Geological Engineering, and Mining Engineering: Geology Specialization, PhD
- Geology, Geological Engineering, and Mining Engineering: Mining Engineering Specialization, PhD
- Materials Engineering and Science, PhD
- Mechanical Engineering, PhD
- Nanoscience and Nanoengineering, PhD
- Physics, PhD
Minors
- Minors - General Information
- Aerospace Engineering Minor
- Avionics Minor
- Atmospheric Sciences Minor
- Biology Minor
- Biomaterials Minor
- Chemistry Minor
- Computational Statistics Minor
- Computer Science Minor
- Electrical Engineering Minor
- Electronics Engineering & Technology Minor
- Environmental Engineering Minor
- Environmental Science Minor
- Geology Minor
- Geospatial Technology Minor
- Global Engineering and Science Minor
- Materials Science - Metals Minor
- Mathematics Minor
- Military Science Minor
- Mining Engineering Minor
- Occupational Safety Minor
- Petroleum Systems Minor
- Physics Minor
- Robotics Minor
- Sustainable Engineering Minor
- Systems Engineering Minor
- Science, Technology, and Society Minor
- Minors from Other South Dakota Regental Institutions

Certificates
- Construction Engineering and Management Certificate
- Engineering Management and Leadership Certificate
- eSports (Electronic Sports) Certificate
- Geospatial Technology- Undergraduate Certificate
- Geospatial Technology- Graduate Certificate
- Global Engineering and Science Certificate
- Mining 360
- Occupational Safety Certificate
- Petroleum Systems Certificate
- Six Sigma Greenbelt Certificate
Campus Ministries

Campus Ministries at South Dakota Mines provide students with a variety of services geared toward meeting both material and spiritual needs. Ministries include Campus Ventures, InterVarsity, International Students Inc., Lutheran Campus Ministry, and Rapid City Catholic Newman Center. 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 Services

Career Services 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 Career Services and attend the South Dakota Mines Career Fairs held each fall and spring.

Our Academic Year 2021 Graduates

97% - Placement Rate
$66,156 - Average Starting Salary
77% - Graduates with Intern, Research, or Co-op Experience

Average Starting Salary Offers

- Applied Biological Sciences: $40,750*
- Atmospheric Environmental Sciences: $50,000*
- Chemical Engineering: $69,464
- Chemistry: $67,250*
- Civil Engineering: $70,200
- Computer Engineering: $61,309
- Computer Science: $73,381
- Electrical Engineering: $72,786
- Geological Engineering: $59,374
- Geology: $56,500*
- Industrial Engineering: $66,425
- Interdisciplinary Studies: $40,000*
- Math: $61,500*
- Mechanical Engineering: $64,246
- Metallurgical Engineering: $69,171
- Mining Engineering: $71,833
- Physics: $74,000*

*Average based on less than 5 salary reports
Community Standards (more information)

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

The purpose of Community Standards is to educate students about their civic and social responsibilities as members of our institutional community. By enrolling at South Dakota Mines, students voluntarily accept these responsibilities and understand that self-discipline and respect for the rights and privileges of others are essential to the educational process and to good citizenship.

South Dakota Mines students and guests are expected to abide by policies provided by the SD Board of Regents, the university, and specific departments/areas including Residence Life and Academic Affairs. While we do determine conduct sanctions, the primary focus of our processes is on educational and corrective outcomes to uphold community standards and protect the campus community.

The Community Standards office maintains the conduct records of the institution.

Counseling Services

Counseling services are available for all South Dakota Mines students. The counseling office is staffed with three full-time, licensed mental health professionals. The counseling staff is available for appointments from 8:00 a.m. – 4:00 p.m. 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
- Grief
- Relationship Issues
- Depression/Anxiety
- Sexual Assault Recovery
- Suicide

South Dakota 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 South Dakota Mines counseling staff is committed to building student resiliency through programs that encourage personal growth. Find more information at the Counseling Department.

Immunization Requirements

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 Dean of Students Office located in the Surbeck Center. Please submit the Mandatory Immunization Form along with any vaccination records or lab reports to deanofstudents@sdsmt.edu. Call 605-394-2416 with questions.

International Studies

The Ivanhoe International Center (IIC) is located in the lower level of 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. South Dakota Mines’ mission is to educate scientists and engineers to address global challenges, innovate to reach our creative potential, and engage in partnerships to transform society.

Education Abroad

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 professional graduates to succeed on multinational and multicultural teams and/or to work overseas at some point in their career. South Dakota Mines encourages departments and programs to develop innovative ways of incorporating education abroad into the curriculum that develop the skills necessary to succeed in the global workplace. The IIC coordinates efforts with departments and assists students in planning for an education abroad experience.

International Programs

Students from around the world study at South Dakota Mines and represent many different countries and 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 the webpage.

Laptop PC Program

- The Laptop 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 Laptop PC can be utilized in general education courses. Financial aid can be used to pay for the program.
- The Laptop PC is a high end machine with built-in wireless capabilities, making any classroom on campus a computer lab.
- The Laptop PC is available via a tax-exempt lease and is the property of the university until the lease expires. This gives South Dakota Mines the right to install any site-licensed departmental software. If students use personal laptops, they will not be able to install much of the South Dakota Mines site-licensed software and will not be able to connect to the state network with ease.
- The cost of the program is $431.25 per semester for the 2022-23 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 Laptop PC, a laptop backpack, four-year replacement upgrades, and hardware/software support for the Laptop 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 laptops 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 laptops are available through the ITS Help Desk in the basement of the Devereaux Library.

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 workplace; it prepares them to become the future leaders of industry and pillars of their respective communities.

Office for Inclusion

The Office for Inclusion is committed to building and promoting programs, services, and resources that serve students, faculty and staff to create as well as sustain an inclusive campus community.
Parking

Everyone parking on campus is required to have a permit. Please visit our website for complete details on parking registration, ticket appeals, etc.

Residence Life

Residence Life Mission: The South Dakota Mines Department of Residence Life is committed to providing impactful and transformative experiences that foster inclusive living-learning communities and prepare responsible members of society.

The South Dakota Board of Regents (BOR) Housing Policy 3:6

Students who are enrolled at a university for a minimum of six (6) on-campus credits are required to live in on-campus housing during the first two (2) years following their high school graduation. Institutions may grant waiver exceptions to the housing requirement based on the waiver exceptions. Waiver exceptions to the housing requirement will ordinarily be granted:

- To students who are married
- To students with dependent children who reside with them
- To students who reside full-time during the academic year at the primary residence of the parent(s) or legal guardian(s) within a designated radius determined by each institution
- To students living in Greek housing who have met campus housing release requirements
- To students who are non-degree seeking
- When residence hall occupancy exceeds manageable capacity
- To students who hold a currently valid written certification regarding the medical use of cannabis...
- At the discretion of the institution, after considering the individualized circumstances and determining that the circumstances merit a waiver

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. The Housing Application and the Exemption Request Form are both available online. Housing Application / Exemption Request Form (sdsmt.edu)

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 (Assistant Area Coordinators and Resident Advisors “RAs”) who live in your student’s community
- 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 familiar with campus policies and respond to potential policy violations and emergencies. Each area has an on-site Senior Staff member who lives and works within the residential community. Area Coordinators are full-time staff with backgrounds in higher education and counseling. They assist in solving problems that may arise and supervise the Resident Advisors.

As first-year students transition into college life, Residence Life assists them within the residence halls with social, emotional, 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 Tutors (formerly known as 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 on the Residence Life page.

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 Advisor and Residence Life staff. Community living in Connolly and Palmerton provides a wide range of activities and learning opportunities for all students to enjoy.

Learning Communities:
South Dakota Mines offers two learning communities in Peterson Hall: Outdoor Pursuits and Exploring Rapid City & 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:
Second year students may live in Placer, Peterson, or Connolly (depending on availability). Upper-class student housing (apartment style) is available in Rocker Square I & II.

• South Dakota Mines gift items and decor
• Health and beauty aids
• Engineering and drafting supplies
• Snacks and beverages including Coke and Monster Energy
• Electronic accessories including calculators, headphones, and phone accessories

Course Material Information
Get the right textbooks for class! The Rocker Shop offers South Dakota 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 Digital (selected by instructor, instructions emailed to student, appears on student billing as MFDA)
• Book Buyback available at end of each semester

Payment Methods Available
• All major credit cards
• Cash
• Student Account EZ Charge*
• Rocker Shop Gift Cards
• Grubby Gold

*Student Account EZ Charge allows students in good standing to charge to their South Dakota 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. Click HERE for further details.

Store Services
• Website: hardrockershop.com
• Extensive course material options
• Postage stamps
• Special order books, supplies, and imprinted items for campus groups

General Merchandise Selection
• Officially licensed South Dakota Mines collegiate apparel from Under Armour, Nike, and more
Safety and Security On Campus

The Public Safety department is committed to the safety and security of our students and employees. Public 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. Law enforcement services are provided by Public Safety Monday - Friday from the hours of 8:00 a.m. to 4:00 p.m. Rapid City Police Department (RCPD) provides supplemental coverage 24-7 to the campus. Currently, the department has one state certified law enforcement officer along with three full-time safety officers and multiple student safety officers.

Public Safety may be utilized 24-7 by calling (605) 394-6100. Go to our webpage for more information on campus emergency procedures.

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.

Student Engagement Office

The mission of the Student Engagement office is to enhance student development through educational, engaging, and entertaining programming that promotes leadership development, a commitment to service, and a desire to learn. Although the curriculum at South Dakota 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.

Student Health Services

As an actively enrolled South Dakota Mines student, your son/daughter will have access to medical care provided at the Student Health Center located in the Surbeck Center. Student Health Services is operated by Monument Health Urgent Care and is open five days a week. Check the Student Health Center website for hours of operation and additional information.

If your student has medical concerns outside of the Student Health Services open hours, they can utilize the Call-A-Nurse line at (605) 519-4703 seven days a week from 7:00 a.m. to 7:00 p.m.; Call (605) 755-2273 to request a telemedicine appointment; or walk-in at Monument Health Urgent Care in Rapid City, seven days per week from 7:00 a.m. to 7:00 p.m.

Student Success

Your student is smart enough to thrive at South Dakota Mines, but even the smartest students need support. Student Success has the resources your student needs to succeed so they can connect to faculty, staff, other students, and develop a web of support right away. Located in the Devereaux Library in the center of campus, this student-centered facility is a one-stop shop that helps to support your student in their first year. Student Success facilitates the First Year Mentoring
Program, the Tandem Advising Program for first-year students, the First Year Experience in partnership with introductory instructors, and the Peer Tutoring program. Success Advisors work directly with students and faculty to help ensure success throughout the first year in particular.

The Library underwent a complete renovation over the 2021-22 academic year and this beautiful, light-filled space is now the heart of academic support and study space on campus. Located right on the quad, the Library is home to Einstein’s bagels and coffee, the IT help desk, open study and collaboration space, multi-purpose collaboration and project rooms, peer tutoring, and access to Student Success Advisors and Career Services staff. SD-FIRST scholarship program coordinator is also located in this office.

On the second floor, your student will find additional support and collaborative opportunities. Our Slide Rule Math Help Hub is an integrated academic support mechanism for students in their first-year math classes. Our Makerspace is a place where your student can try their hand at 3D printing, making, creating, and collaborating with their peers. The Testing Hub accommodates all ADA, placement exams like the Accuplacer, and other proctored testing. Our Accessibilities Office is located near the Testing Hub, making for a seamless transition for your accommodated student.

Located on the top floor with more floor-to-ceiling windows, your student can curl up in a cozy corner to read or study, or ask one of our librarians for help with a research paper.

Other offices within the Student Success Division include Title IX, and the Women in Science and Engineering (WiSE) program, another robust support mechanism for students, focusing on networking, outreach, and professional development.

Surbeck Center

The Surbeck Center serves as the South Dakota Mines student union and is the hub for student life and engagement on campus. In addition to providing studying and dining space, the Surbeck Center supports many aspects of campus life including educational, social, recreational, and cultural programs for our students, staff, faculty, and guests. It also provides space for meetings and events on campus.
Rich and Trudy Wells
Veterans Resource Center

Located in the student activities area on the lower level of the Surbeck Center, the Rich and Trudy Wells Veterans Resource Center (VRC) provides South Dakota Mines veteran and military students a comfortable area in which to relax, study or simply connect with other campus veterans. The VRC can also provide guidance on different veterans’ programs and services offered by federal, state, and local organizations. Additionally, VRC services are available to the spouse and children of veterans and military members.

The VRC also hosts a TRIO Veterans Upward Bound office, a program funded by the Department of Education to motivate and assist veterans for success in postsecondary education. For additional information on the VRC, visit Veteran’s Resource Center webpage or call Derek Flom at (605) 394-2560.

For questions about using VA education benefits, such as the Post 9-11 GI Bill, at South Dakota Mines, contact Hallie Vigil, the South Dakota Mines VA certifying official, in the RAS office at (605) 394-2486.

Your Grubby Card

The multipurpose Grubby Card functions as your student’s ID card, library card, dining services card, door access card, and Grubby Gold account. As a student ID, the Grubby 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 door access card, it provides your student entry into their assigned residence hall, Surbeck Center, and other campus buildings. As a dining services card, your student can present it at the Hardrocker Dining Hall, Miner’s Shack, or Einstein Bros Bagels and deduct the purchases from their dining account. Note: In a meal plan, Dining Dollars can only be used at on-campus dining locations.

In addition to all the above, Your Grubby 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 Grubby Gold locations like the bookstore, vending machines, and more! Loading money is easy with cash, check, and online options. More information about Grubby Gold can be found on the Your Grubby Card website.

Current on-campus Grubby Card locations include laundry machines, vending machines, the Rocker Shop, all dining locations, and campus mail services (for FedEx & USPS purchases/services).

In 2022, we’re going mobile! Grubby Cards will be available virtually on mobile phones for easy access. Smart phone tap-technology will provide all the same services without needing a physical card. Students may still request to have a card printed if they plan to use a physical card instead of their smart phone.
The cost to attend South Dakota Mines will vary depending on several factors: the number of enrolled credit hours, types of courses, residency status, and room/board options. Please review the following web pages for details on tuition, fees, housing, and dining costs.

- Tuition & Fees Information
- Tuition & Fees by Degree Program
- Housing & Dining
- International Student Information

**How to Pay Tuition and Fees**

The preferred method of payment is online through SDePay. There is also a drop box available that your student may utilize right outside the cashier window in the Surbeck Center.

- **Student Login**
  Through your Self Service Banner page (portal.sdbor.edu, Student Home Tab, My Student Account Info Box, SDePay/ViewAccount/Pay Here hyperlink)

Your student can set a family member up as an authorized payer through their web advisor account. Once your student has set you up, login here.

- **Parent Login**

Payment plans are offered, but your student must enroll/reenroll each semester. Access is available through SDePay. For more information, visit the Payment Plan webpage.

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

South Dakota Mines
ATTN: Student Accounts/Cashier Services
501 East Saint Joseph St.
Rapid City, SD 57701

**Student Accounts Contact Information**

Student Accounts/Cashier Services
Phone: 605-394-2372
Fax: 605-394-2810

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**Paying for Books & Back to School Merchandise**

Students can charge books, supplies and insignia at the Rocker Shop (campus bookstore) via EZ Charge during the first week of classes. This program is available for both on-line and in-store purchases up to $800 through the Rocker Shop. The charges will be billed to the student account. Students who elect EZ Charge are automatically enrolled with no set-up fees. University Payment terms apply for payment of any EZ Charges. Late charges will be assessed for balances not paid by the due date. A photo ID is required. Please see the Rocker Shop website for additional store information.

[hardrockershop.com](http://hardrockershop.com)
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 students file the FAFSA as soon as possible on or after October 1 prior to start of the fall semester the student plans to attend (for example file the FAFSA starting October 1, 2022 for the 2023-2024 academic year). Aid award processing for incoming freshman begins in March and continues each week thereafter. Aid award processing for returning and transfer students begins after spring semester grades are posted and Federal Aid Satisfactory Academic Progress evaluations are completed, generally by early June. The results of the FAFSA will be used to determine eligibility for Federal Student Aid available at South Dakota Mines (grants, loans and work-study).

- **FAFSA Has Been Filed and All Aid Related Steps Completed:** All federal student aid (grants and student loans), South Dakota Mines scholarships and non-working fellowships, and most non-Mines scholarships will be applied to the student’s account starting approximately 1 week prior to the start of each semester. Our office will notify students if there are any non-South Dakota Mines scholarship checks 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 to the student. If students have set up Direct Deposit through Banner Self-Service Portal via SDePay, their refunds will be deposited to their designated bank account. Otherwise, refund checks will be mailed to the student’s refund address they have provided in Banner self-service. Federal Work Study (FWS) paychecks can also be deposited to their designated bank account or mailed to the student’s designated local address as noted above.

- **FAFSA Not Completed or not all steps related to a filed FAFSA have been completed:** If the student applied for federal student aid but did not file the FAFSA until after August 1 for a fall semester start, or filed before, but have 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 payment deadline date (approximately the 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 semester 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 4:00 p.m. on the final payment date or they must enroll in the payment plan via SDePay. Failure to do so may result in a late charge and/or being dropped from their courses due to non-payment.

**Student Job Opportunities**

**Federal Work-Study (FWS):** If the student has filed their FAFSA, indicated on the FAFSA their interest in FWS, met eligibility requirements and funds are available, the Financial Aid Office will e-mail the student their next steps to complete.

**Local Opportunities:** Career Services, located in the Devereaux Library, posts local part-time opportunities for students seeking employment while in school. These are posted on the bulletin board outside of the Rocker Shop. Career Services also assists students in their search for co-operative education (co-op) and internship positions.