Standard Student Checklist – Fall 2017

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

□ High School Graduates from 2016 or 2017: Apply for on-campus housing (or request an exemption)
  • Available beginning: **Feb. 15, 2017**
  • Projected Assignment Date: **Mid-June**
  • Residence Hall move-in for Fall Semester on **Aug. 17, 2017** (8am-6pm)
  • Go to “**New Student**” page on Residence Life website (http://reslife.sdsmt.edu) for more information on housing, residence life, and meal plans
  • Contact Residence Life at reslife@sdsmt.edu or (605) 394-2348

□ High School Graduates before 2016: Apply for Upper-Class campus housing
  • Available in March – dates to be determined
  • Housing assigned on a first-come, first-serve basis for all Upper-Class students
  • Move-in for new students for the Fall Semester is on August 17, 2017 (8:00 a.m.–6:00 p.m.)
  • Go to the “**Housing Selection**” website on http://resLife.sdsmt.edu for complete details.
  • Contact Residence Life at ResLife@sdsmt.edu or (605) 394-2348.

□ Residential Students: Complete Fire Safety Training
  • More information will be available here after July 1 and on the interactive checklist for first-time freshmen

□ Complete Title IX Sexual Assault educational program. More information available here after July 15.

□ Submit your ID photo through the interactive checklist (first-time freshmen only). Transfer students will get student ID cards in person after Orientation on Thursday, August 17.

□ If your biological parent/legal guardian graduated from SD Mines, submit the Hardrocker Heritage Scholarship application found here: https://interact.sdsmt.edu/admissions/heritage.htm.

□ Incoming freshman students who are interested in being considered for University academic scholarships must complete an online scholarship application. The online scholarship application will be available beginning November 1 and is due by January 15. You must be accepted for admission to SD Mines prior to completing the scholarship application.
File your 2017-2018 Free Application for Financial Aid (FAFSA) as soon as possible on or after October 1, 2016. We award our limited-funded programs (supplemental grants and federal work-study) on a first come, first served basis until program funding runs out. All other Federal Aid programs (Pell Grant, Direct Subsidized and Unsubsidized Student Loans, and Direct Parent PLUS Loans) are awarded regardless of when a student files their FAFSA after October 1.

- **School code**: 003470
- **FAFSA on the Web**

For assistance, contact the **Financial Aid Office**: local (605) 394-2274, toll free (877) 877-6044 or financialaid@sdsmt.edu

Make arrangements for Accuplacer placement testing (or accept your placement) and begin the course registration process. (Accuplacer also available at Orientation as well as other locations and dates by appointment). Contact the Tom Mahon in the **Tutoring and Testing Coordinator Office**: Thomas.Mahon@sdsmt.edu

Phone: (605) 394-2428

First-time freshman submit your course registration survey to register for courses. Transfer students register online via WebAdvisor.

- Contact **Registrar and Academic Services**: (605) 394-2400 Hallie.Vigil@sdsmt.edu or Alexa.Jutila@sdsmt.edu

Request that your final official high school (with graduation date) and/or college transcripts be sent to:

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

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

- Contact **Registrar and Academic Services**: (605) 394-2400 Hallie.Vigil@sdsmt.edu or Alexa.Jutila@sdsmt.edu

Submit proof of immunization.

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

Save your spot at Orientation

- **Football-Tuesday, August 8**
- **Cross Country-Sunday, August 13**
- **Soccer-Sunday, August 13**
- **Volleyball-Sunday, August 13**
• Multicultural Affairs Pre-Orientation—**August 16-18**
• International Students—**Wednesday, August 16** (9 am to 3 p.m.)
• Veteran’s Orientation—**Thursday, August 17** (10 am-12 p.m.-Veteran’s Resource Center)
• Transfer/Non-Traditional Orientation—**Thursday, August 17**
• Fall 2017 New Student Orientation—**Friday, August 18 and Saturday, August 19**
• Contact (605)394-2336, orientation@sdsmt.edu

☐ **Tablet PC Information**
  - Tablet PCs will be distributed from the ITS Help Desk area. Please **come in the East-side entrance of the Library building on the lower-level.**
  - **All Students can** pick up their tablets at the ITS Help Desk area at the following Tablet Orientation Sessions times:
    - Wednesday, August 16, 10 AM – 12 PM
    - Wednesday, August 16, 2 PM – 4 PM
    - Thursday, August 17, 10 AM – 12 PM
    - Thursday, August 17, 2 PM – 4 PM
    - Friday, August 18, 10 AM – 12 PM
  - For answers to your questions about the Tablet PC program, contact Brad O'Brien: (605) 394-2215, Bradley.Obrien@sdsmt.edu

☐ **Payment due for Fall 2017: September 1st, 2017**

☐ **Online payment may be made via WebAdvisor using SDePay.**
  - View/print your eBill; sign up for a payment plan; pay your bill using a credit or debit card, Echeck or sign up for a payment plan.

☐ **Payments may also be made at the Student Accounts and Cashiers Office in the Surbeck Center. Checks can be mailed to:** (please include your student ID)
  - SD Mines Cashiering/Student Accounts
  - 501 E Saint Joseph St
  - Rapid City, SD 57701

☐ **Register for a parking permit (available July 1, 2017).**
  - **Online registration for parking at Facilities Services**

☐ **Textbooks and Course Materials Information**—learn more about the Rocker Shop (University Bookstore), order your books now, and check your options.
• Course materials will be available for purchase from the Rocker Shop beginning **August 1, 2017**. Most internet orders placed on or before August 18th are processed and ready to pick up when students arrive for the beginning of the semester.

• We have an online comparison shopping tool for textbooks! Compare book prices with major online textbook retailers and make all your purchases from our website.

• Online payment options include all major credit cards as well as the EZ Short-Term Loan. When the EZ Short-Term Loan payment method is selected, the charge is added to the student’s account one business day after the transaction is processed. EZ Loan payment is due by **Final Payment Date as Determined by the University**. Most students are eligible for the EZ Loan payment option and it is automatically made available to them to use if they wish. Those students ineligible to use the EZ Loan may work with the Student Accounts/Cashiering Office to see if other payment arrangements can be made.

• The Rocker Shop offers the best combination of convenience, price, selection, and service to students for their course material needs.

• For further information about course materials and store services, please call (605)394-2374 or visit the store website @ www.hardrockershop.com. On the store website you will have access to videos about course materials, comparison shopping options, and the store’s EZ Loan program.

☐ Complete Direct Subsidized and/or Unsubsidized Loan First-Time Borrower Requirements (if applicable).
  • All first-time borrowers must complete online loan entrance counseling and a Master Promissory Note (MPN) at https://studentloans.gov.
  • Also complete the Financial Aid Additional Information Form at https://interact.sdsmt.edu/fa/information.asp.
  • For assistance, contact the **Financial Aid Office**: local (605)394-2274, toll free (877) 877-6044 or financialaid@sdsmt.edu.

☐ FERPA Privacy ACT
  • No account information can be given to non-students unless the “Release of Information” authorization form, account information section has been signed.
  • **FERPA Information Release Form**
Attend a mandatory Federal Work-Study Session (if awarded).

- All students who have been awarded Federal Work-Study must attend one of the information sessions. Awarded students will be notified of session date, location and time for each semester.
- You must bring to the meeting a U.S. Passport OR a driver’s license and social security card or birth certificate. Please note: original documents are required; copies will not be accepted.
- If you want your paycheck direct-deposited to a checking or savings account, bring a voided check or savings deposit slip.
- If you were not awarded Federal Work-Study but would like to determine if you’re eligible to be placed on a waiting list, you may contact the Financial Aid Office: local (605) 394-2274, toll free (877) 877-6044 or financialaid@sdsmt.edu.

Move into your residence hall. **Date: Thursday, August 17** (8:00 a.m. to 6:00 p.m. followed by a mandatory meeting at 8:15 p.m.)

Participate in the Freshman Service Project. Students will be notified of times and service locations over the summer.

Attend Welcome Week.

Fall semester classes begin **Monday, August 21, 2017**

Optional

- Contact the ADA Coordinator (if applicable)
  - Counseling and ADA (Disability) Services: (605) 394-2416, Megan.Reder-Schopp@sdsmt.edu

- Participate in the Multicultural Affairs Pre-Orientaiton
  - Contact the Office of Multicultural Affairs (if applicable)
  - Office of Multicultural Affairs: (605) 394-1828, oma@sdsmt.edu

- If you are a Veteran, participate in Veterans’ Orientation:
  - Check back for additional details
  - Contact Matthew Hanley in the Veterans Resource Center: (605) 394-2560, matthew.hanley@sdsmt.edu

- Sign up for Adventure Weekend:
  - Register [here](https://sdmines.sdsmt.edu/cgi-bin/global/adprotected/ad_update_checklist_aw.cgi)
  - Contact Student Activities & Leadership Center if you have questions:
    - (605) 394-2336
    - Cory.Headley@sdsmt.edu