THE UNIVERSITY of MISSISSIPPI DESOTO

2019-2020 Student Handbook

THE BEST THINGS I DID AS A STUDENT AT THE UNIVERSITY OF MISSISSIPPI-DESOTO

10. Made sure I knew who my academic advisor was and when this person was available
9. Spoke to my instructors after class
8. Joined an on-campus organization in order to network professionally
7. Kept up with my reading and assignments for each class
6. Participated in the UM-DeSoto Career Fair and workshops
5. Joined a study group
4. Met with the financial aid advisor
3. Dropped a class by the withdrawal deadline
2. Added a class by the deadline
1. Checked my Ole Miss e-mail account daily to stay informed

Orientation is held each semester for new students.

THE UNIVERSITY OF MISSISSIPPI-DESOTO 2019-2020 STUDENT GUIDE

Table of Contents

UM-DeSoto Staff 2
UM-DeSoto Academic Advisors 2
UM-DeSoto Faculty 3
Division of Outreach-Oxford Staff 4
UM-Oxford Campus Contacts 4
Ordering Textbooks 4
Office of the Registrar 5
Academic Advising 5
Web Registration 5
Dropping and Adding Classes 5
Withdrawal from the University 6
Grade Points and GPA 7
Requesting Your Transcript 7
Class Attendance 7
UM Course Forgiveness Policy 7
Holds 7
University Academic Honors 8
Academic Conduct 8
2019-2020 Academic Calendar 9
Summer 2020 10
UM-DeSoto Campus Information 12
Testing Information 12
Vehicle Registration and Parking 13
Emergency Closings and Safety 13
Graduation 14
Computers, E-mail, and Such 14
UM-DeSoto Student Services 15
Student Organizations 15
Career Services 16
Library Services 17
Counseling Center 17
Equal Opportunity and Regulatory Compliance 17
Writing Center 18
Student Disability Services 18
Financial Aid 18
University of Mississippi Estimated Tuition/Fees* 21
Satisfactory Academic Progress 21
Ole Miss Athletics Information 22
Glossary of Terms at the University of Mississippi 22

WELCOME OLE MISS-DESOTO STUDENTS!

from UM-DeSoto Director Rick Gregory

Dear Ole Miss Students,

On behalf of the faculty, staff, and administration at the University of Mississippi-DeSoto, it is my privilege to welcome you to the Ole Miss family. At UM-DeSoto, we offer you an environment that understands your needs as a student with work, family, and community involvement. We are here to help you make the most of your experience. So, it is with great excitement that we begin this new adventure as you seek to accomplish your academic goals at UM-DeSoto.

As you become more involved as a student here, you will find on this campus a willingness from our faculty and staff to help you be successful in and outside the classroom. Typically, our classes are small enough to allow you to get to know the faculty. We offer student services that provide assistance to you as you seek to complete your course assignments. If you are having challenges in life or in your courses, please let us know so that we can help you address these demands. The sooner you let us know, the more help we can provide.

I am beginning my seventh year at UM-DeSoto. During my years here I have been impressed with the quality of academic programs offered. I am most impressed with our commitment to excellence among the faculty who teach at UM-DeSoto. They are here to teach because they love their discipline, and they love to see students learn. They will not lower the academic standards set in their courses, but they will do all they can to help you reach those academic expectations.

I am excited about what the future holds for you and for UM-DeSoto. Again, on behalf of the faculty, staff, and administration of UM-DeSoto, thank you for choosing to be part of our Ole Miss family.

Welcome to Ole Miss!

Rick Gregory, Ed.D.

THE UNIVERSITY OF MISSISSIPPI–DESOTO

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Website: olemiss.edu/desoto | E-mail: southaven@olemiss.edu
Phone: (662) 342-4765, Toll-free: 1-888-343-4765

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Education	Kegan Armstrong	kmarmstr@olemiss.edu	393-9290
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Zack Webb Clinical Assistant Prof of Accountancy zwebb@olemiss.edu

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The University of Mississippi-DeSoto is operated by the University of Mississippi Division of Outreach

Jackson Avenue Center
1111 West Jackson Avenue, Oxford, Mississippi 38655
Telephone: (662) 915-7283 Website: outreach.olemiss.edu

Division of Outreach-Oxford Staff

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Rick Gregory Assistant Provost for Regional Education	rgregory@olemiss.edu
Jo Stark Manager, Student Support Services	jstark@olemiss.edu

UM-Oxford Campus Contacts

Alumni Affairs	(662) 915-7375	alumni.olemiss.edu
Athletic Ticket Office	(662) 915-7167	olemisssports.com
Bursar (Billing)	(800) 891-4596	olemiss.edu/depts/bursar
Career Center	(662) 915-7174	career.olemiss.edu
Central Ticket Office	(662) 915-7411	fordcenter.org
Counseling Center	(662) 915-3784	counseling.olemiss.edu
Financial Aid	(800) 891-4596	finaid.olemiss.edu
iStudy (Independent Study)	(662) 915-7313	olemiss.edu/istudy
Ole Miss Online (Online Study)	(662) 915-1267	online.olemiss.edu
UM Library (Oxford)	(662) 915-7091	libraries.olemiss.edu
Registrar	(662) 915-7792	registrar.olemiss.edu
Student Disability Services	(662) 915-7128	sds.olemiss.edu
Student Health Center	(662) 915-7274	healthcenter.olemiss.edu
UM Internships (DC)	(662) 915-1224	olemiss.edu/wie
UM Internships (NYC)	(662) 915-6511	olemiss.edu/nyie
UM Study Abroad	(662) 915-1508	olemiss.edu/abroad
UM Study USA	(662) 915-2764	olemiss.edu/study_usa

Ordering Textbooks

The Ole Miss Bookstore, operated by Barnes & Noble, is now responsible for online sales and delivery of textbooks for the UM-DeSoto campus. **For more information, please contact the Ole Miss Bookstore at (662) 915-5899 or e-mail tm317@bncollege.com**

Order Online

Order books online at **olemissregionalcampus.bncollege.com** or click on the "Order Textbooks" link under "Current Student" tab of the UM-DeSoto website at **www.olemiss.edu/desoto**

You must create an account before you order your textbooks. (You will do this the first time only; please remember your user id and password for future access.) Choose "Login/Sign up" at the top of the page to create an account.

1. Choose your term, course department, course number, and course section to generate your textbook list. There is now a "Textbook Rentals"* option if you prefer to rent your books.
2. Click "Add Selected Items to Shopping Cart."
3. Click "Checkout."
4. Select "DeSoto Campus-Shuttle" as your pickup location. Your books can be picked up at the UM-DeSoto front office.

There is a $1 delivery charge. You will receive an e-mail confirmation.

Payment

If you would like to charge your books to your UM Bursar account, select "Student Financial Aid" as your payment option and enter your Student ID number. Please be aware that when you choose this option your textbooks are being charged to your UM Bursar account.

IF YOUR FINANCIAL AID HAS ALREADY BEEN DISBURSED WHEN YOUR BOOKS ARE CHARGED YOU ARE STILL RESPONSIBLE FOR THESE COSTS.

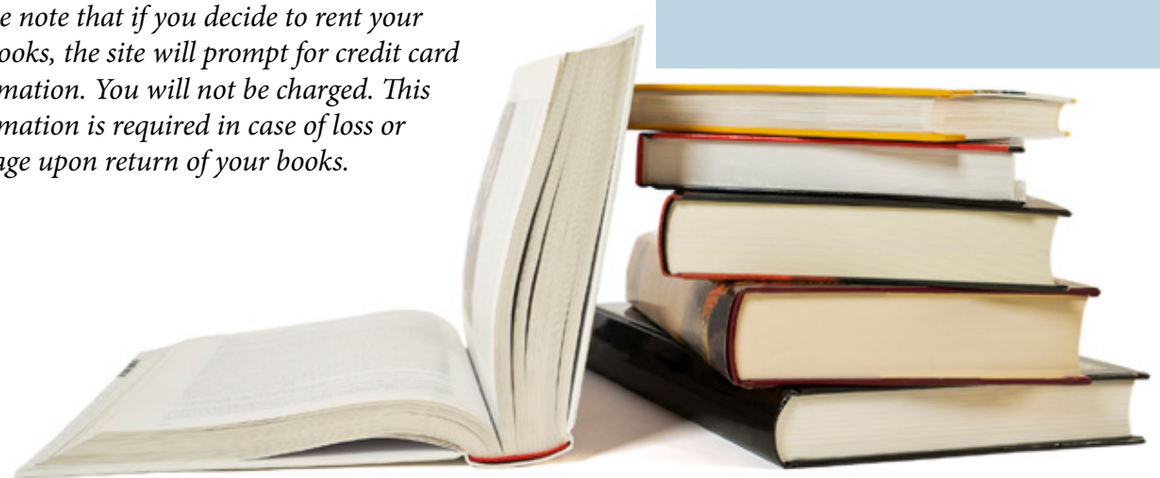
** Please note that if you decide to rent your textbooks, the site will prompt for credit card information. You will not be charged. This information is required in case of loss or damage upon return of your books.*

Return Policy

You will find the Return Policy for textbooks on the back of your receipt. Please adhere to these policies that include:

- You must present your receipt.
- You must return books in original condition that they were purchased. (shrink-wrapped, etc.)
- No returns on reference materials or study aids.
- After the return date, you can sell your textbooks back to the bookstore at buy-back prices (not the full purchase price).
- During Summer and Intersession terms the refund policy is only available during the first two days of class.

It takes a few days for your Bursar account to reflect changes such as removal of charges for returned books.



Office of the Registrar

The Office of the Registrar supervises registration, official academic records during a student's enrollment at Ole Miss, notification concerning student progress in courses, preparation of transcripts to be sent at the written request of the individual student, schedules for examinations, cooperation with veterans on various benefits available to them, and graduation.

The Family Education Rights and Privacy Act of 1974 (Buckley Amendment) is a federal law that governs access to students' academic records. The law guarantees students access to their educational records, including the right to inspect and review educational records, the right to obtain copies of the records (a copying fee may be charged), and the right to challenge or supplement information on file in order to prevent flawed interpretation. Certain records (for example, medical records) are not deemed to be educational records and are therefore not accessible to students.

Additionally, the Buckley Amendment prohibits the disclosure of "personally identifiable information" to third parties without the prior written consent of the student. Exceptions may be made only for University officials and others with legitimate educational interests. The University may disclose "directory information" unless the student notifies the University to withhold it.

Directory information is defined as a student's name, address, telephone number, e-mail address, date and place of birth, major field of study, student activities, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the last educational agency or institution attended.

Academic Advising

Academic advising is available for all University of Mississippi-DeSoto students. Students may now schedule their advising appointments online at www.olemiss.edu/desoto by selecting "Meet with an Advisor" under the "Faculty and Staff" tab at the top of the page.

Advisors will be available throughout the semester.
Undergraduate and graduate students must have their advisors' approval for course registration. Additional contact with University academic advisors is available through e-mail, by phone, or by appointment.

Registration for all courses through the University of Mississippi is accomplished via the Ole Miss website. You must be admitted to the University of Mississippi, meet with your academic advisor, and have any holds removed before you may register for courses.

HOW TO REGISTER FOR CLASSES

Step 1 Develop a schedule with your advisor. You must meet with your academic advisor to receive important instructions prior to accessing the registration system.

Step 2 Go to my.olemiss.edu and sign in using your Ole Miss WebID. Detailed instructions on how to register are provided at: olemiss.edu/info/priorityregistration

Step 3 When you have completed registration, be sure to close your browser so no one else may access your schedule.

Students register for classes and make schedule adjustments using their Web ID and password. Early registration for classes is encouraged. The University reserves the right to limit enrollment, to cancel any class, to reschedule or postpone any class, or to limit registration by degree level.

Note: The advisor hold is reset every semester. Students must meet with their advisors each semester to have the advising hold lifted before registering for courses.

Web Registration

You must login to myOleMiss with your WebID in order to register for classes. When you are admitted, you should receive a text message and/or e-mail giving you your WebID and initial password. Go to the link provided to reset your password. If you did not receive the e-mail or text message, contact the UM-DeSoto office at (662) 342-4765.

You may also contact the IT Helpdesk at helpdesk@olemiss.edu or (662) 915-5222 for additional assistance.

The schedule of classes is available ONLINE and in print in the UM-DeSoto office about six weeks before the end of a semester. After your academic advisor approves your schedule, the advisor will remove the advising hold from your account. This will allow you to register for classes. The time when a student may begin registration varies for different categories of students. Priorities for various groups are listed in each semester's course schedule.

You may check your registration window each semester on the myOleMiss site under the "Current Students" tab. myOleMiss is an online system that allows students, faculty, and staff to access information and applications via the Web with a single login across multiple systems. Students must log in to myOleMiss at my.olemiss.edu in order to book (register for) classes, view their grades online, view financial aid information, view any holds, and many more activities.

Students may register for classes by visiting: my.olemiss.edu and signing in using your WebID. You accept the responsibility for maintaining acceptable grades and for the payment of fees at the time you pre-register.

Dropping and Adding Classes

During the drop-add process, students should be certain that they keep enough hours to classify as full-time students (12-hour minimum for undergraduates).

Students may add courses, by using their myOleMiss portal through the fifth day in which classes meet during a regular semester. After the fifth day, students must have the approval of the instructor in the course. After the 10th day of classes (the last day to register),

courses may be added only under extraordinary circumstances approved by the Dean of the school or college in which the student is enrolled, and a small fee will be assessed per added course. In no case may a student add a class after the last regular class day in any semester.

A student may drop any course by using their myOleMiss portal until the course withdrawal deadline, which is on the 30th day in which classes meet during a regular semester. However, after the 10th day of classes a small fee will be assessed per dropped course. No indication of enrollment in a course properly dropped will be shown on any University record. Check the academic calendar.

Late Withdrawal for a Course

After the course withdrawal deadline, a student may drop a course only in cases of extreme and unavoidable emergency as determined by his or her academic dean. Unacceptable reasons for late withdrawal include dissatisfaction over an expected grade or a change in a student's degree program or major. In no case may a class be dropped after the last regular class day in any semester, session, or term. Courses dropped after the course withdrawal deadline will still appear on the student's official transcript. The W mark will be recorded if the student is passing the course at the time of withdrawal; the F grade will be recorded if the student is failing.

Withdrawal from the University

A student who wishes to withdraw from the University during the course of a semester or Summer term may do so:

- Online at my.OleMiss.edu; select "Registration;" select "drop to 0 hours"
- In writing via fax or mail or e-mail
- In person at the Office of the Registrar on campus

Appropriate University offices (Student Housing, Financial Aid, Bursar, ID Center, Library, and the student's Academic Dean) will be notified of the withdrawal by e-mail.

Full refunds of tuition and fees (minus a processing fee) are given for withdrawals during the first 10 days of classes of a regular semester; no refunds are given after the 10th day of classes.

Students who withdraw must apply for readmission if not enrolling for the subsequent term.

In case of an unofficial withdrawal, the school will determine the appropriate date of withdrawal to be that of the midpoint of the term, unless the student can document a different date. **All students should be aware that withdrawing (either officially or unofficially) can adversely affect scholarships and grants (Academic Excellence, MTAG, etc.) for the next term of attendance. The Office of Financial Aid can provide guidance in those cases.** Refund, repayment and withdrawal policies are subject to change, without notice, in order to comply with administrative and regulatory requirements.

UM-DeSoto hosts an annual Student Appreciation Day.

Military Withdrawals

Any student who has enrolled at an institution under the governance of the Board of Trustees, who is a member of the Mississippi National Guard, or one or more units of the Mississippi State Guard, or who is a member of any of the reserve components of the armed forces of the United States, and who has been placed in active duty status by orders of the President of the United States, or who has been drafted into any component of the armed forces of the United States, may be allowed to withdraw as a student of the institution, with a full refund of tuition, out-of-state fees (if applicable), student fees and any special fees, with room and board fees prorated with the approval of the Institutional Executive Officer.

Any student who withdraws from an institution under this policy will not receive any grades. The student record will show evidence of the withdrawal with documentation on file.

A student required to withdraw from the University for involuntary military service may be given full credit for course work in progress provided at least four-fifths of the course requirements have been completed. The student's Academic Dean will decide if the four-fifths requirement is met, and the student's instructors will decide whether or not final examinations will be required.

Summer Term Deadlines

During a Summer term, the last day for full refunds on complete withdrawals is the third day of classes, which is the last day to register or add courses. The course withdrawal deadline is the 8th day of classes.

Address Information

The Office of the Registrar maintains addresses and other information for contacting each student. It is the student's responsibility to update address information immediately. Address changes are made through the student myOleMiss portal.

Requesting Your Transcript

A transcript is an exact copy of a your permanent academic record at the time it is issued. It can be either official or unofficial.

An official transcript carries the date of issue and the seal of the University. Normally, an official transcript is not given to a student but is sent directly to another college or a prospective employer. If a you must have an official transcript, the transcript is stamped "Issued to Student."

An official transcript will be issued only on the written request or authorization of the student concerned. You can request a transcript online at registrar.olemiss.edu. Telephone requests are not honored. A fee of $7 will be charged for each official transcript. No official transcript may be issued to or for a student who is indebted to the University until such indebtedness has been paid or satisfactorily adjusted.

Transcripts covering a student's previous secondary and college education, which have been submitted to the University as a requirement for admission, become a part of the Registrar's official file. The University does not reissue or certify copies of transcripts from other institutions. Transcripts must be ordered directly from the institution(s) at which the work was undertaken.

Class Attendance

It is the responsibility of the instructor to notify classes at the outset of each course of the class attendance requirements. It is the responsibility of the students to comply with the class attendance policy. A student who is absent from the first class meeting may be dropped from that class by the Dean of the school or college with responsibility for the course. A student who incurs excessive absences in a given course may receive a grade of F for the course and may be dismissed from the class upon recommendation of the instructor and approval of the student's Academic Dean.

When it appears to an instructor that a student has discontinued a class without officially dropping the course, the instructor will report this fact to the student's Academic Dean. The University reserves the right to dismiss any student who has been excessively absent from multiple courses.

It is the student's responsibility to officially withdraw from a course; the student should consult his/her advisor before withdrawal.

UM Course Forgiveness Policy

An undergraduate student may improve his or her overall GPA by invoking forgiveness or exclusion on a maximum of four courses (not to exceed 14 credit hours) in which the student received a grade of C-, D or F and requesting that the original grade be excluded from the GPA calculation. If the course has been repeated, the repeat must be in the same course and must be taken at The University of Mississippi in fall 1992 or later. Under the forgiveness policy, a maximum of two courses (not to exceed 7 hours) in which the student received a grade of C-, D or F may be excluded from the student's GPA calculation without repeating the course.

The student must file a Petition to Invoke Grade Forgiveness Policy with the Registrar's Office, stating which courses are to be forgiven or excluded. Once the student has declared one course, a different course cannot be substituted at a later date. The forgiveness policy cannot be used to remove grades given for reasons of academic discipline. Forgiveness of a course grade will not change notations concerning academic standing or honors in the student's official record for the semester containing the forgiven course.

Although original grades will remain on the student's permanent record, the forgiven or excluded grades will not be used to determine credit towards a degree and GPA. The original course will be recorded with both the grade earned and the symbol R to denote that it has been removed from the student's GPA calculation either because it was repeated or excluded. The recalculated GPA will be used for determining graduation honors.

The forgiveness policy does not apply to students enrolled in the professional program in the School of Pharmacy for grades received in required professional courses as designated in the curricula for the B.S. in Pharmaceutical Sciences and Doctor of Pharmacy degree.

Holds

A student may be prohibited from registering for classes, adding or dropping classes, or receiving transcripts or diploma if that student has a "Hold" with the University. Holds may be placed on a student's account for various reasons, including money owed to the University, library fines, outstanding parking tickets, judicial sanctions, or other monies owed for services rendered or items received. Students may check to see if they have holds by going to their myOleMiss account and checking their holds.

GRADE POINTS PER CREDIT HOUR

A = 4.0	C+ = 2.3
A- = 3.7	C = 2.0
B+ = 3.3	C- = 1.7
B = 3.0	D = 1.0
B- = 2.7	F = 0

Grade Points and GPA

Grade-point average (GPA) is computed by dividing the number of A, A-, B+, B, B-, C+, C, C-, D, F-graded hours attempted at UM into the total number of grade points earned at the University. For the purpose of certain prerequisites and degree requirements, a B average and C average are defined as a GPA of 3.00 and 2.00, respectively, unless a more specific requirement is indicated.

Grade Reporting **—** Reports of final grades are available through the online system.

2+2 Food Truck Day

2019 Outstanding Students

University Academic Honors

Honor Roll: Full-time students who have earned a grade point average of 3.75 or higher on academic work are listed on the Chancellor's Honor Roll. Students earning a grade-point average of 3.50 to 3.74 are listed on the Dean's Honor Roll in the appropriate school or college.

Honors Day: The entire University community recognizes students for their outstanding academic achievements on Honors Day.

Taylor Medal: The University's highest individual academic award for scholarship is the Taylor Medal. It is awarded each year on Honors Day to students in pre-designated areas. These medalists are nominated by faculty members in their chosen area.

Diploma Honors: Students are recognized for academic achievement by the faculty and administration upon graduation with the bachelor's degree. Cum laude requires an overall grade-point average above a 3.5 to 3.74; magna cum laude requires a 3.75 to below a 3.9; summa cum laude requires a 3.9 or above.

Academic Conduct

Standards of Honesty

The University is conducted on a basis of common honesty. Dishonesty, cheating or plagiarism, or knowingly furnishing false information to the University are regarded as particularly serious offenses. Disruptive behavior in an academic situation or purposely harming academic facilities is also grounds for academic discipline.

Disciplinary Procedures

The University of Mississippi Academic Discipline Policy is available on the UM website by searching "Academic Discipline Policy" located online at olemiss.edu.

Appeal Process for Disciplinary Procedures

Disciplinary procedures for academic issues follow the policies outlined in the University's "Academic Discipline Policy" at olemiss.edu.

Should a student wish to appeal a disciplinary action taken at their regional campus, the following is the proper procedure:

1. Hearing by an impartial staff member (UM-DeSoto Coordinator of Academic Support Services, Pat Coats). At this point the objections are heard, and an attempt at resolving the issue made (i.e. the student and staff member come to an understanding and the student accepts the discipline).
2. If Step One is not acceptable to the student, a Disciplinary Appeals Committee at the campus will hear the matter. The committee is composed of the staff member who heard the original issue and at least two others including a permanent appointee to the Appeals Committee (Dr. Desiree Watson at UM-DeSoto). The hearing could result in a resolution for the student.
3. If Step Two is not acceptable to the student, then the student can appeal the matter to the Executive Director at the campus. If the student does not accept the decision of the Executive Director, the matter is referred to the appropriate officer(s) on the Oxford campus.
4. If at any point in the process individuals believe that the student is a danger to him/herself or others, the matter will be referred to the Student Intervention Team on the Oxford Campus.

2019-2020 Academic Calendar

Fall 2019

Date(s)	Day(s)	Event(s)
March 18-April 8	Mon-Mon	Academic Advising
April 1-15	Mon-Mon	Priority Registration
April 1-July 31	Mon-Wed	Phase 1 Registration Period
July 19	Friday	Application for 1st time enrollment should be submitted no later than this date.
August 1	Thursday	$50 Registration fee assessed this date. Phase 2 Registration.
July 31	Wednesday	Fall 2019 tuition and fees posted to students' accounts.
August 15	Thursday	Excess financial aid distributed to students via direct deposit or mail.
August 25	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
August 26	Monday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through September 9. Phase 3 Registration.
August 30	Friday	Students may add courses on a space available basis through this date.
September 2	Monday	Labor Day Holiday (Administrative offices closed.)
September 9	Monday	Last day to register or add classes (between August 31 and Sept. 9 may add only with instructor's approval.) Refund period ends.
September 10	Tuesday	$10 fee assessed per drop or add.
September 16	Monday	Mandatory drop date for non-attendance.
October 7	Monday	Deadline for course withdrawals (no refund; refund period ended September 9).
October 7	Monday	Midterm grades due.
Oct 14-Nov 4	Mon-Mon	Academic Advising (for Winter Intersession and Spring session).
Oct. 28 – Nov. 11	Mon-Mon	Priority Registration (for Winter Intersession and Spring session).
Oct. 28 – Nov. 30	Mon-Sat	Phase I registration period (for Winter Intersession and Spring session).
Nov 23 - Dec 1	Sat-Sun	Thanksgiving Holidays (Administrative offices closed Thursday and Friday).
December 6	Friday	Classes end.
December 9-13	Mon-Fri	Final Examinations.

First Fall Term 2019

August 25	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
August 26	Monday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through August 28. Phase 3 Registration.
August 28	Wednesday	Last day to register or add classes. Refund period ends.
August 29	Thursday	$10 fee assessed per drop or add.
September 2	Monday	Labor Day Holiday (Administrative offices closed.)
September 3	Tuesday	Mandatory drop date for non-attendance.
September 11	Wednesday	Deadline for course withdrawals (no refund; refund period ended August 28).
October 3	Thursday	Classes end.
October 7-8	Mon-Tues	Final Examinations.

Second Fall Term 2019

Date(s)	Day(s)	Event(s)
October 22	Tuesday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
October 23	Wednesday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through October 25. Phase 3 Registration.
October 25	Friday	Last day to register or add classes. Refund period ends.
October 26	Saturday	$10 fee assessed per drop or add.
October 30	Wednesday	Mandatory drop date for non-attendance.
November 7	Thursday	Deadline for course withdrawals (no refund; refund period ended October 25).
Nov 23-Dec 1	Sat-Sun	Thanksgiving Holidays (Administrative offices closed Thursday and Friday).
December 6	Friday	Classes end.
December 9-13	Mon-Fri	Final Examinations.

Winter Intersession 2020

Oct. 14-Nov. 4	Mon-Mon	Academic Advising (for Winter Intersession and Spring session).
Oct. 28 – Nov. 11	Mon-Mon	Priority Registration (for Winter Intersession and Spring session).
Oct. 28 – Nov. 30	Mon-Sat	Phase 1 Registration period (for Winter Intersession and Spring session).
November 8	Friday	Application for first-time enrollment should be submitted no later than this date.
December 1	Sunday	$50 registration fee assessed this date. Phase 2 Registration.
January 1, 2020	Wednesday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
January 2	Thursday	Classes begin; late registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through January 3.
January 3	Friday	Last day to register or add classes; refund period ends.
January 4	Saturday	$10 fee assessed per drop or add.
January 7	Tuesday	Deadline for course withdrawals (no refund; refund period ended January 3).
January 7	Tuesday	Mandatory drop date for non-attendance.
January 14	Wednesday	Classes end.
January 15	Thursday	Final examinations.

Spring 2020

Date(s)	Day(s)	Event(s)
Oct. 14-Nov. 4	Mon-Mon	Academic Advising (for Winter Intersession and Spring session).
Oct. 28 – Nov. 11	Mon-Mon	Priority Registration (for Winter Intersession and Spring session).
Oct. 28 – Nov. 30	Mon-Sat	Phase 1 Registration period (for Winter Intersession and Spring session).
December 1	Sunday	$50 registration fee assessed this date; Phase 2 Registration begins.
January 20, 2020	Monday	Martin Luther King, Jr. Holiday (Administrative offices closed)
January 20	Monday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
January 21	Tuesday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through February 3. Phase 3 Registration begins.
January 27	Monday	Students may add courses on a space available basis through this date.
February 3	Monday	Last day to register or add classes (between Jan. 28 and Feb. 3 may add only with instructor's approval); refund period ends.
February 4	Tuesday	$10 fee assessed per drop or add.
February 10	Monday	Mandatory drop date for non-attendance.
March 2	Monday	Last day to submit applications for May & August diplomas.
March 2	Monday	Deadline for course withdrawals (no refund; refund period ended February 3).
March 2	Monday	Midterm grades due.
March 7-15	Sat-Sun	Spring Break.
Mar 16–April 6	Mon-Mon	Academic Advising (for all Summer & Fall)
Mar 30–April 13	Mon-Mon	Priority Registration (for all Summer & Fall)
Mar 30–April 30	Mon-Thurs	Phase 1 Registration period
April 10	Friday	Good Friday (Administrative offices closed).
May 1	Friday	Classes end.
May 4-8	Mon-Fri	Final examinations.
May 9	Saturday	Commencement.

First Spring Term 2020

January 20	Monday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
January 21	Tuesday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through January 23. Phase 3 Registration begins.
January 23	Thursday	Last day to register or add classes. Refund period ends.
January 24	Friday	$10 fee assessed per drop or add.
January 28	Tuesday	Mandatory drop date for non-attendance.
February 5	Wednesday	Deadline for course withdrawals (no refund; refund period ended January 23).
February 27	Thursday	Classes end.
March 2-3	Mon-Tue	Final examinations.

Second Spring Term 2020

March 23	Monday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
March 24	Tuesday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through March 26. Phase 3 Registration.
March 26	Thursday	Last day to register or add classes. Refund period ends.
March 27	Friday	$10 fee assessed per drop or add.
March 31	Tuesday	Mandatory drop date for non-attendance.
April 8	Wednesday	Deadline for course withdrawals (no refund; refund period ended March 26).
April 10	Friday	Good Friday (Administrative offices closed).
May 1	Friday	Classes end.
May 4-8	Mon-Fri	Final Examinations.

Summer 2020

May Intersession 2020

Date(s)	Day(s)	Event(s)
Mar 16–April 6	Mon-Mon	Academic Advising.
Mar 30–April 13	Mon-Mon	Priority Registration.
Mar 30–April 30	Mon-Thurs	Phase 1 Registration period.
March 27	Friday	Application for first-time enrollment should be submitted no later than this date.
May 1	Friday	$50 registration fee assessed this date. Phase 2 Registration.
May 10	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
May 11	Monday	Classes begin; late registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through May 12.
May 12	Tuesday	Last day to register or add classes; refund period ends.
May 13	Wednesday	$10 fee assessed for each drop or add.
May 14	Thursday	Deadline for course withdrawals (no refund; refund period ended May 12).
May 14	Thursday	Mandatory drop date for non-attendance.
May 22	Friday	Classes end.
May 23	Saturday	Final examinations.

Full Summer 2020

Date(s)	Day(s)	Event(s)
May 25	Monday	Memorial Day Holiday.
May 26	Tuesday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
May 27	Wednesday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through June 2.
June 2	Tuesday	Last day to register or add classes; refund period ends.
June 3	Wednesday	$10 fee assessed per drop or add.
June 5	Friday	Mandatory drop date for non-attendance.
June 17	Wednesday	Deadline for course withdrawals (no refunds; refund period ended June 2).
June 22-26	Mon-Fri	Classes suspended.
June 29	Monday	Classes reconvene.
July 3	Friday	Independence Day Holiday.
July 24	Friday	Classes end.
July 27-28	Mon-Tues	Final Examinations.

First Summer 2020

May 25	Monday	Memorial Day Holiday.
May 26	Tuesday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
May 27	Wednesday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through May 29.
May 29	Friday	Last day to register or add classes; refund period ends.
May 30	Saturday	$10 fee assessed per drop or add.
June 3	Wednesday	Mandatory drop date for non-attendance.
June 5	Friday	Deadline for course withdrawals (no refund; refund period ended May 29.)
June 22	Monday	Classes end.
June 23-24	Tues-Wed	Final examinations.

Second Summer 2020

June 28	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
June 29	Monday	Classes begin; registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through July 1.
July 1	Wednesday	Last day to register or add classes; refund period ends.
July 2	Thursday	$10 fee assessed per drop or add.
July 3	Friday	Independence Day Holiday.
July 7	Tuesday	Mandatory drop date for non-attendance.
July 9	Thursday	Deadline for course withdrawals (no refund; refund period ended July 1).
July 24	Friday	Classes end.
July 27-28	Mon-Tues	Final examinations.

August Intersession 2020

Date(s)	Day(s)	Event(s)
July 1	Wednesday	$50 registration fee assessed this date. Phase 2 Registration.
August 2	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
August 3	Monday	Classes begin; late registration fee ($100) assessed this date; 100% refund (less 5% of fees or $100, whichever is less) on withdrawals through August 4.
August 4	Tuesday	Last day to register or add classes; refund period ends.
August 5	Wednesday	$10 fee assessed per each drop or add.
August 6	Thursday	Deadline for course withdrawals (no refund; refund period ended August 4).
August 6	Thursday	Mandatory drop date for non-attendance.
August 14	Friday	Classes end.
August 15	Saturday	Final examinations.

Valerie Haynes advising a student

UM-DeSoto Campus Information

Dr. Rick Gregory, University of Mississippi-DeSoto Executive Director
rgregory@olemiss.edu, (662) 342-4765

Distance Learning Classrooms

Distance learning technology links our campus with the Oxford, Tupelo, Booneville, and Grenada campuses. Adobe Connect technology provides "live" instruction to all campuses. UM-DeSoto distance learning classrooms are Rooms 232, 252, 253, 254, 262, 263, 264, and 265. Courses taught via distance learning are marked with an asterisk on the course schedule. Distance learning classes typically follow the Oxford campus schedule.

Breaks

The Rebel Room (347), UM-DeSoto's Student Room, is available for breaks. A café is located on the 3rd floor. Students must consume food and beverages prior to returning to classrooms. No food or beverages are allowed in classrooms. Smoking is not permitted on the premises.

Room Assignments

Room assignment schedules may be picked up in the UM-DeSoto office prior to the first class meeting of each term.

Copies

A copier is available in the Northwest Mississippi Community College-DeSoto Center Library for 15 cents per page. Copies are not available through the UM-DeSoto front office.

Children

Students or visitors are not to bring children to class or leave them unattended at any time.

UM-DeSoto Website and Communication

The University of Mississippi-DeSoto's website (www.olemiss.edu/desoto) features 2 + 2 curriculum guides, financial aid information, course schedules, and more. UM-DeSoto students will receive updated information on academic advising, financial aid, campus events, and other important dates. A weekly newsletter will be delivered via e-mail with pertinent information for students.

UM-DeSoto is on Facebook at /umdesoto, Twitter at @UMDeSoto, and Instagram at um_desoto. Follow us for campus news, postings, and more.

Student Identification Cards

The University of Mississippi requires all students to have an official University student ID. **ALL UM-DeSoto and NWCC-DeSoto students are required to have their student ID at all times while on campus.**

Student ID photos will be made during Orientation. If you do not have an ID, or lose your ID, please contact the UM-DeSoto office to have your ID replaced. When a student requests to have a student ID made, they will be issued a temporary ID until their student ID arrives in the mail. The temporary ID should be returned to the office when the permanent ID is received.

A student ID will also allow you to check out books and prove your identification as a UM student for other student services, such as taking a proctored exam.

Testing Information

Online & iStudy Exam Proctoring

Appointments can be made by contacting UM-DeSoto Coordinator of Testing Twyla Mayer at (662) 393-9290, ext. 118, or twyla@olemiss.edu.

Ms. Mayer is available between the hours of 8 a.m. and 5 p.m., Monday through Thursday, and from 8 a.m. to 4:30 p.m. on Friday. Students taking online courses must make their test appointments via "Register Blast" that can be located on the UM-DeSoto website homepage at olemiss.edu/desoto. Click on "Current Students" then "Schedule Testing."

Please make your appointment at least 48 hours in advance of the exam. Appointment times are limited, particularly for midterm and finals.

For testing of students with Disability Services clearance, see instructions under Student Disability Services.

Study, relax or use computers in The Rebel Room

Each vehicle you plan to park on campus will need a parking decal.

Vehicle Registration and Parking

Each vehicle you plan to park on campus will need a parking decal. Order your first decal online for $75.00. Each subsequent decal can be obtained through the Front Office. Additional decals will be $75.00 or prorated according to the time of year that it is received. **Replacement decals** can be obtained for $5, however you must provide proof that the previous decal is no longer in use (accident report, insurance or repair bill, bill of sale on previous vehicle, or the previous decal scraped from the windshield). Decals allow you to park in authorized commuter parking space on the regional campus as well as on the Oxford campus. *If you have any questions, contact Jo Stark at (662) 915-5953.*

Online Vehicle Registration

1. Go to olemiss.edu/parking.
2. Click on "My Parking Account" and log in using your Ole Miss Web ID.
3. Click "Purchase Permits" and then click "Next."
4. Read Introduction page, and click "Next."
5. A list of permits that you are eligible to purchase will appear. Choose one, check the appropriate boxes below, and click "Next." ***Be sure to check that you have selected a decal for the UM-DeSoto campus.***
6. Select an existing vehicle already in the system or add a vehicle to your record by selecting the "Add Vehicle" button. To update a license plate on an existing vehicle, you must add a new vehicle with the new license plate number. Select the correct vehicle from the list. Click "Next."
7. Select existing U.S. Postal Service mailing address or add a new address. Your permit should arrive within 14 days. On the receipt page, you may click the link to print a temporary permit to place on your dash until the regular permit arrives in the mail. You will also receive an e-mail with a link to a printable temporary permit. Acrobat or Acrobat Reader (free) is required. The temporary permit is only valid on the vehicle associated with the tag number listed. Use this permit for up to 14 days until the official permit arrives. If your permit does not arrive within 14 days, please call the Oxford office at (662) 915-7235. Charges will post to your Bursar account.

If you need to drive a non-registered vehicle to campus, you must stop by the UM-DeSoto office or the UM Oxford office in Lester Hall to obtain a temporary parking permit.

Parking

Specific parking spaces are reserved for official vehicles, faculty and staff, and for persons with disabilities. Please park in student parking only. Vehicles parked at the DeSoto Center campus or Oxford campus that do not have a parking decal or temporary permit will be ticketed.

Parking Fines

Parking follows Northwest Community College procedures and penalties. Fines must be paid in full in the NWCC office. Unpaid fines will result in a hold being placed on your student account, which may prohibit you from registering for classes, adding or dropping classes, or receiving transcripts or your diploma. A copy of your receipt showing that your fines are paid in full must be submitted to the UM-DeSoto for holds to be lifted.

Emergency Closings and Safety

Instructors are responsible for informing class of cancellations (usually by e-mail and RebAlert messages).

Closing of the DeSoto Center due to weather will be announced by local radio and/or television stations, on Twitter and Facebook, and on our website. Closure of UM-DeSoto due to weather corresponds to the closure of Northwest Mississippi Community College AND the University of Mississippi's main campus in Oxford. To inquire about closings of the Oxford campus due to weather conditions, call (662) 915-1040 or visit olemiss.edu.

DeSoto Center Safety Plan Signals
FIRE: Continuous siren or verbal instructions
TORNADO: Interrupted siren or verbal instruction
OTHER: Telephone, radio, or verbal instructions

Fire (Continuous Siren)
In case of fire all students and personnel should calmly leave the building by way of the nearest exit. DO NOT USE THE ELEVATOR.

Tornado (Interrupted Siren)
Sirens mean that a Tornado Warning has been issued. These sirens should be taken very seriously and are only activated by the local Emergency Management Administrators if the National Weather Service has evidence that campus is in the path of a tornado. The warning is over when the sirens have been silent for over 5 minutes. The siren system is the primary warning mechanism for tornadoes.

In the case of a Tornado Warning, all university activities are automatically suspended. This includes

REBALERT

Text Message Notifications

Students who have provided a valid cell phone number will receive emergency text message notifications from the University of Mississippi-DeSoto.

Verify, change, or sign up for these notifications by logging in to myOleMiss with your WebID. Go to myOleMiss, and click on Student > My Profile > Contact Information. Follow the instructions to edit your information if needed.

classes, meetings, and business operations. At the first sound of a siren you should seek shelter immediately on the lowest level and toward the center of a building away from windows (for example, interior classrooms, offices, or corridors) and remain there until the Tornado Warning has expired. Classes in session when a Tornado Warning is issued can resume immediately after the warning has expired at the discretion of the instructor. Classes that have not yet begun will resume 30 minutes after the Tornado Warning has expired, provided at least half of the class period remains.

In addition to sirens, the DeSoto Center intercom will provide specific directions during an emergency. Campus police announce by intercom when it is safe to return to class. Tornado preparedness information is posted online at olemiss.edu/emergency.

Earthquake
In case of an earthquake, all students and personnel should stay inside the building, drop to the floor, move away from falling objects, and seek shelter, such as under a desk.

Graduation

UM-DeSoto students who are a semester away from graduation should discuss applying for graduation with their academic advisors. Although degrees are awarded throughout the year, the official commencement ceremonies for University of Mississippi graduates are held in May in Oxford.

A graduation celebration to honor student achievements is held for graduates each spring at the DeSoto Center. Family and friends of graduates are invited to share in recognizing students at their home campus.

Students can be fitted for and order rental cap and gown at the DeSoto Center prior to commencement each spring. These are worn at the official commencement exercises in Oxford only and are returned to the supplier there. Diplomas are mailed to students after final grades have posted and all fees and exit paperwork has been completed.

Computers, E-mail, and Such

For more information, please contact the University of Mississippi-DeSoto Distance Learning Technician, at (662) 915-8212.

As an Ole Miss student, you will use computers and networks throughout your tenure as a University of Mississippi student to download information from course websites, turn in homework via e-mail, communicate with instructors and fellow students, and access library databases and other online resources. The UM IT (Information Technology) department provides the following to help you get connected:

- *A unique WebID that acts as a single sign-on for all UM Web applications*
  This is what you'll use to access the University's Online Services/myOleMiss, and your Ole Miss e-mail address. By signing in with your WebID on these sites you will be able to register for classes, check grades, and view your student information. It is also how you will log on to Blackboard, a Web-based course-management system used by many UM instructors.
- *An Ole Miss e-mail account*
  This is automatically assigned. E-mail is the primary way the University faculty and staff contact students, so it is important to check it daily at go.olemiss.edu.
- *Easy network access*
  The DeSoto Center building is equipped with wireless internet access. Contact the Distance Learning office to find out more.
- *Computers*
  UM-DeSoto is equipped with computers available for student use in the UM-DeSoto Student Room (room 347) which includes nine computers and a printing station. This room is only for UM students and student IDs will be checked periodically. Additional computers and a printing station are available in the NWCC library.
- Printing costs 10-cents per page. Instructions on how to login with your WebID and print are posted. Printing fees are billed to your Bursar account monthly, listed as "DeSoto Printing Charges."
- *Vendor Discounts*
  Several hardware and software vendors have agreements with the University to offer select products at discounted prices for students. See olemiss.edu/computers.
- *Ole Miss Online Storage – Box and Google Drive*
  Use your WebID to log into Box from the Ole Miss home page or box.olemiss.edu. Google Drive is linked through your Ole Miss e-mail account. This can be accessed at go.olemiss.edu.

UM-DeSoto Student Services

For more information, please contact Kacy Dixon, UM-DeSoto Coordinator of Student Services at kdixon@olemiss.edu or (662) 342-4765

Student Organizations

Student organizations on the UM-DeSoto campus have proven to be a vital part of academic life. On-campus clubs and organizations can enhance personal and professional skills that are invaluable to the well-rounded college student. UM-DeSoto faculty and staff are helping to offer these experiences to our student body by facilitating hands-on training and connections in the community that will aid students as they graduate and move into careers in their chosen professions.

Not only are these groups of UM-DeSoto students coordinating local outreach events, but they are also learning to apply classroom knowledge to real-world situations. Within each of these organizations, students can be seen taking the initiative to create proactive involvement within the Mid-South community.

Alpha Sigma Lambda Honor Society (ASL)
Advisor: Dr. Rachel Smith, rsmith6@olemiss.edu

This unique academic honor society aims to recognize the special achievements of adults who accomplish academic excellence while facing competing interests of home and work. ASL is also dedicated to the advancement of scholarship and recognizes high scholastic achievement in an adult student's career.

Students inducted into the UM-DeSoto ASL chapter meet certain academic standards that include having no less than a 3.5 cumulative grade point average on at least 24 credit hours from UM-DeSoto.

Members are selected from the highest 10 percent of the class who meet these requirements.

Alpha Sigma Lambda Honor Society 2019 Inductees

UM-DeSoto Student Ambassadors
Advisors:
Daniel Christian,
dschrist@olemiss.edu
Kacy Dixon,
kdixon@olemiss.edu

University of Mississippi-DeSoto student ambassadors are chosen based on student involvement, grades, character, and passion for the University of Mississippi. As representatives for UM-DeSoto, they participate in activities on campus and recruiting events around the community. They welcome guests and prospective students to our campus during orientation, student appreciation day, and the annual graduation celebration.

UM-DeSoto's Ambassadors represent the campus during many activities throughout the year including orientations, open houses, and student fairs.

Student ambassadors also write letters and postcards to potential students. If you are interested in applying for an ambassador position, please complete an application. There is a $250 per semester scholarship available for UM-DeSoto student ambassadors for full participation.

DECA
Advisor: Kacy Dixon, kdixon@olemiss.edu

DECA prepares emerging leaders and entrepreneurs for careers in marketing, finance, hospitality, and management in high schools and colleges around the globe.

ISACA
Faculty Advisor: Dr. Lynn Kugele, lpkugele@olemiss.edu

ISACA (Information Systems Audit and Control Association) allows its members to connect with fellow students from more than 700 universities worldwide. ISACA serves UM-DeSoto students who are interested in knowledge, standards, networking, and career development for fields of IS audit, accounting, information systems, information security, cybersecurity, enterprise governance of IT/MIS, and IT risk management.

The student chapter of ISACA helps future professionals in areas such as accounting, information systems, and business connect with industry leaders.

Phi Theta Kappa Alumni

Kappa Delta Pi (KDP)
Faculty Advisor: Dr. Nichelle Boyd-Robinson, ncboyd@olemiss.edu

Kappa Delta Pi is an international honor society that recognizes outstanding students in education. It works to foster support and growth for the education profession around the world. Each spring a new group of UM-DeSoto education majors are invited for induction into this organization.

Phi Theta Kappa Alumni
Advisor: Daniel Christian, dschrist@olemiss.edu

Students who were formerly members of Phi Theta Kappa honor society at their two-year institutions can continue their involvement in the organization through the University of Mississippi-DeSoto's PTK Alumni organization. The group organizes various service projects and community-involvement projects throughout the year.

TOT (Teachers of Tomorrow)
Faculty Advisors:
Dr. Andy Cheng,
qcheng@olemiss.edu
Dr. Nichelle Boyd-Robinson,
ncboyd@olemiss.edu

TOT is a professional organization that supports tomorrow's teachers. Student members enjoy many of the same benefits and membership advantages as the active professional member in the classroom.

The goal of UM-DeSoto's TOT chapter is to serve as a support group for the students involved in the organization. TOT works on several community service projects including Read Across America.

The Student Social Work Organization is for any student majoring in social work or for any student simply looking to get involved in community projects.

Student Social Work Organization
Faculty Advisor: Dr. Desiree Watson, dwatson@olemiss.edu

The Student Social Work Organization is a volunteer group through which students can develop a support network of peers, develop skills in organization, leadership, and volunteerism, as well as provide social work visibility within DeSoto County. The organization also works with social work majors from the Tupelo and Oxford campuses. One objective of the group is to organize on-campus activities to raise awareness about social work in the community.

Career Services

The UM Career Center's services and programs are designed to facilitate students' transition from academia to a full-time career.

UM-DeSoto routinely holds special Career Prep events, such as resume writing workshops and mock interviews. Job postings and internships will also be available in the UM-DeSoto weekly newsletter.

For more information, visit **career.olemiss.edu.**

Library Services

Melissa Dennis, Head of Research and Instruction Services, mdennis@olemiss.edu, (662) 915-5861, libraries.olemiss.edu

At the DeSoto Center

Currently enrolled University of Mississippi students may check out books from the NWCC Library with a valid photo ID. The UM-DeSoto campus provides a verified list of currently enrolled students to the NWCC librarian. NWCC Library (662) 280-6164, Monday-Friday: 8 a.m.-9 p.m.; Saturdays: 8:30 a.m.-12 noon.

J.D. Williams Library on the main Campus in Oxford

University of Mississippi students currently enrolled at the UM-DeSoto campus enjoy the same borrowing privileges and access to electronic resources as students currently enrolled at the main campus in Oxford. Search for nearly 2 million books, e-books, DVDs, music scores, government documents, and other print materials while also accessing over 250 online databases for all of your article needs at libraries.olemiss.edu.

Special Services Provided

You can ask UM Librarians to find any book or article in the world when we do not own full text access. Create an account through Interlibrary Loan (ILL) on the library's homepage to request print or digital materials. A shuttle brings books and other print items to the UM-DeSoto office Monday-Thursday. Articles are delivered electronically through your ILL account within 48 hours.

Information and Assistance

Contact Melissa Dennis, by e-mail at mdennis@olemiss.edu or call (662) 915-5861. You may contact Interlibrary Loan at (662) 915-5867 for questions about borrowing items or the Reference Desk (662) 915-5855 for help with research.

Additional Services for UM Students

- Ask-A-Librarian Chat: Mon-Thurs 9 a.m. – 7 p.m.; Fri 9 a.m. – 1 p.m.
- Research Guides and Online Tutorials
- Unique Digital Collections
- Librarians for Every Ole Miss Major

Counseling Center

counseling.olemiss.edu

Attending college can present unique challenges. It is a time of significant personal growth and decision-making regarding your values, interpersonal relationships, career, and other life goals, within a stressful academic environment. Even the most successful student may experience considerable difficulty with these challenges. Problems often encountered by students include difficulties with academics, interpersonal relationships, family problems, self-identity issues, loneliness, low self-esteem, depression, and anxiety.

The Counseling Center offers services designed to complement the University's academic mission by assisting students with their personal and educational development through a variety of psychological services.

Equal Opportunity and Regulatory Compliance

(662) 915-7735 or eeo@olemiss.edu.

The University of Mississippi does not discriminate against any student based upon race, color, gender, sex, sexual orientation, gender identity or expression, religion, national origin, age, disability, veteran status, or genetic information. The University is committed to fostering a welcoming and safe environment for students. The University's sexual harassment policy provides guidelines and complaint procedures for sexual harassment complaints including but not limited to sexual assault, or other types of sexual violence. The Consensual Relationships Policy covers relationships between university employees and students when the employee has or in the future may reasonably be expected to have academic responsibility or authority for the student.

Any student who feels that he or she has been discriminated against or sexually harassed is entitled to seek relief by submitting a complaint to the Title IX Coordinator. University policy prohibits retaliation against any party or witness involved in an investigation.

For more information about the University's policies on affirmative action, sexual harassment and consensual relationships see the University's policy directory located at **policies.olemiss.edu.**

The Director of EORC coordinates complaints regarding the Americans with Disabilities Act (ADA).

View Writing Center hours and

MAKE AN APPOINTMENT ONLINE

olemiss.mywconline.com

Writing Center

(662) 280-6209
Jeanine Rauch, Writing Center Director, (662) 915-8222
writingcenterdesoto@olemiss.edu

UM-DeSoto Writing Center Services

The Writing Center is a free service provided by the University of Mississippi to help you become a stronger writer and critical thinker. In the writing center, you will find a community of writing consultants, students like you, who are specially trained to work with you on any writing project at any stage of the writing process. Our goal is to help you cultivate strategies for stronger writing. Schedule an appointment at olemiss.mywconline.com.

We are currently accepting applications for Student Writing Consultants.
If you enjoy working with people one-on-one and enjoy writing, contact Writing Center Director Jeanine Rauch at mjrauch@olemiss.edu for more information.

Writing Center to offer new online appointment option

The Writing Center is now offering a correspondence appointment option for UM-DeSoto students in addition to face-to-face and online/chat. By choosing correspondence, you can now select an appointment time, upload your assignment, and tutors will review it during the set time and provide feedback. You will not have to be present during that session. For example, if you have a class at 4 p.m. and are unable to make a face-to-face or online/chat appointment, you can still select a correspondence appointment during that time.

Student Disability Services

Stacey Reycraft, Director, (662) 915-7128 or sds@olemiss.edu

The University of Mississippi is committed to the creation of inclusive learning environments for all students and toward that end is happy to assist students with disabilities with academic, environmental, and social barriers that they may encounter in the classroom and on campus. Student Disability Services (SDS) is the University department tasked with facilitating this barrier removal for students with visible and invisible disabilities.

It is the responsibility of students with disabilities to seek assistance from SDS. An intake application and interview must be completed and external documentation supporting any requests for assistance must be submitted. Students are encouraged to begin this process as soon as possible after admission to the University as the approval process can be time consuming.

Contact SDS at the telephone number and e-mail listed above for additional information or for copies of forms and policies. This information can also be found on the SDS website at sds.olemiss.edu.

Students with SDS clearance should contact Twyla Mayer at (662) 393-9290 ext. 118 or twyla@olemiss.edu for special testing.

Financial Aid

Michael Gary, UM-DeSoto Financial Aid Advisor, (662) 915-8201 or mtgary@olemiss.edu

The UM-DeSoto Financial Aid Advisor is available Monday and Tuesday, 9 a.m. to 6 p.m., and Wednesday, 8:30 a.m. to 5:30 p.m., to meet with you about any financial aid questions that you may have. Schedule an appointment by e-mail at mtgary@olemiss.edu.

Advisors are also available via the Ole Miss Financial Services Help Line at 800-891-4596, Monday-Friday, 8 a.m. to 5 p.m.

Applying for financial aid:

Completion of the Free Application for Federal Student Aid (FAFSA) is required for all forms of federal financial aid for which you might apply. Be sure to include the University of Mississippi school code on your FAFSA: 002440.

You should also complete applications for state of Mississippi aid by visiting msfinancialaid.org. See your financial aid advisor for instructions.

As you transfer to UM-DeSoto, remember that:

Financial aid does not "transfer" from one institution to another. You must apply individually for each institution.

All correspondence from the Office of Financial Aid is sent via e-mail to your go.olemiss.edu account. Be sure to check your UM e-mail account daily.

Financial Aid considers the Fall Semester to include Fall/Fall 1/ Fall 2 courses for purposes of determining enrollment status and awarding aid. Spring Semester combines Winter Intersession/ Spring/Spring 1/Spring 2. Summer is considered a separate term to include May Intersession, First Summer Session, Full Summer Session, Second Summer Session, and August Intersession. Financial aid may/may not be available for attending Summer session(s). Speak to your financial aid advisor if you are planning to attend Summer school. General Summer financial aid information can be found here: finaid.olemiss.edu/current-students.

finaid.olemiss.edu

Michael Gary, UM-DeSoto Financial Aid Advisor

THE 4 BASIC TYPES OF **STUDENT FINANCIAL ASSISTANCE**

- **Scholarships** are gift programs that do not have to be repaid. They are typically awarded in recognition of significant achievement or academic talent. UM-DeSoto offers numerous scholarships to help you finance your education. We urge you to apply for all scholarships for which you might qualify.
- **Grants** are gift aid that will not have to be repaid and usually require demonstration of financial need.
- **Loans** are funds that have to be repaid with interest.
- **Part-time employment** on the UM-DeSoto campus provides opportunities for students to earn money to apply toward their educational expenses.

Frequently Asked Questions about Financial Aid

When do I pay tuition and fees?

For the Fall Semester, a bill will be e-mailed to your go.olemiss.edu address shortly after July 31. You should plan accordingly so that your payment will be received before the due date of August 15.

If I receive financial aid that will exceed my tuition and fees, how do I receive excess financial aid?

You can choose to have excess financial aid delivered by direct deposit to your bank account (the preferred way) or by a check mailed to your billing address. The University will process direct deposits five days before classes begin. After this initial disbursement, direct deposits will be processed daily; **however, checks will only be processed once a week.** Students can access the direct deposit information at olemiss.edu/directdeposit.

What are the advantages of direct deposit vs. having a check mailed to a local address?

- Direct deposits are electronically delivered directly to your bank account.
- Direct deposits provide quicker access to your funds..
- Mailing address problems are eliminated with direct deposits.
- No standing in line at the bank.
- Protection against theft or time delays caused by lost checks, which take several weeks to replace.
- No worries if you are out of town or don't have time to pick up the mail.

If I register for courses, but my plans change and I won't be attending the University of Mississippi, what should I do?

Any student who decides not to attend the University should contact the Registrar's office as soon as his or her plans change and officially withdraw from the University. Students who officially withdraw:

- **Before the first day of classes** avoid all financial and grade obligations. Any financial aid that has been credited must be returned in full.
- **After classes begin,** see the chart below to determine the last date to withdraw and receive a refund. For the exact date, refer to the Academic Calendar at: registrar.olemiss.edu.

Fall Term	Within the first 10 days of class
Fall 1	Within the first 3 days of class
Fall 2	Within the first 3 days of class
Wintersession	Within the first 2 days of class
Spring Term	Within the first 10 days of class
Spring 1	Within the first 3 days of class
Spring 2	Within the first 3 days of class

- **During the refund period** avoid most of their financial obligation (there is a maximum processing fee of $100 per term) and all of their grade liability. Any institutional scholarships that have been credited must be returned in full. (For federal aid, please refer to the question about attendance verification.)
- **After the refund period has ended for the term but on or before the course withdrawal date deadline** will not receive a refund, but they will not receive failing grades. Students who received aid may have to return a prorated portion of their financial aid.
- **After the course withdrawal date deadline of the term** will not receive a refund and will receive grades ('W'-Withdrawn or 'F'-Failure) in each course. Students who received aid may have to return a prorated portion of their disbursement.

I am confused because the University has three withdrawal dates. Can you explain the difference?

It is true that the University has three withdrawal dates. There is a date to withdraw to receive a refund of tuition and fees, there is a date to withdraw to avoid receiving grades, and there is a date to withdraw that affects whether or not you will be required to repay any federal financial aid.

For Refund: The last date to withdraw and receive a refund is within the first few days of the semester. After this date, there are no refunds.

To Avoid Receiving Grades: The last date to withdraw and avoid receiving a failing grade on your transcript is called the course withdrawal deadline date. If withdrawing after this date, you will receive grades ('W'-Withdrawn or 'F'-Failure) in each course. Refer to the academic calendar at registrar.olemiss.edu for exact refund and course withdrawal deadline dates.

For Federal Financial Aid Recipients: If you withdraw before the 60 percent point of your enrollment period, you must repay a prorated portion of the federal financial aid for that term. See the chart below for the 60 percent point based on your enrollment:

Fall	October 25, 2019
Fall 1	September 21, 2019
Fall 2	November 17, 2019
Fall 1/Fall 2	October 31, 2019
Spring	March 29, 2020
Spring 1	February 15, 2020
Spring 2	April 20, 2020
Spring 1 / Spring 2	April 3, 2020
Wintersession	January 10, 2020
Wintersession/Spring	March 24, 2020
Wintersession/Spring 1	February 10, 2020
Wintersession/Spring 2	April 14, 2020

What is attendance verification?

Per federal regulations, you establish eligibility for aid only if you actually show up for your classes. Therefore, your presence in a class will be documented by the instructor through taking roll or by use of attendance ID scanners. This will be done at one of the class meetings within the first two weeks of class for a regular Fall/Spring semester (shorter time frames apply for mini-terms like Winter Intersession and Summer).

All courses must be verified. Note that this policy also applies to online classes, thesis/dissertation hours, labs, Study Abroad, and internships – although the methods of "attendance collection" are modified.

Processing of federal aid is affected by non-attendance in the following ways:

1. Once the semester starts, disbursement will be held until the University confirms that you have attended at least one class. (For Summer terms, no federal aid will be released until an instructor has documented attendance in at least one class).

2. Following the Mandatory Drop Date (MDD), Financial Aid will "lock in" your enrollment based on your class schedule as of the end of that day – and ONLY those courses where attendance has been verified will be used to determine your final aid eligibility for the term. Any previously disbursed aid may have to be adjusted to them, which may mean reduced aid amounts and/or paybacks. Please visit registrar.olemiss.edu/academic-calendar to confirm the MDD for each term.
   On or after the MDD, you will be dropped from classes that you failed to attend. You will still be responsible for your tuition and fees. So don't let that happen! For more information, please visit olemiss.edu/info/gotoclass/.

Does the University automatically drop schedules because of non-payment of fees?

No, but please know that when you register for classes, you fill that seat in the course. The University makes the assumption that you are going to attend that class unless you officially withdraw from it. You assume financial responsibility to pay for your courses AND assume responsibility to attend class and successfully complete the course of study as presented by the instructor.

I have an "Accounts Receivable" or "Bursar Hold" and cannot participate in priority registration. How can I get it released?

These holds usually mean that your account is not current. In other words, you have University charges that are 30 days past due or there is another issue with your account in the Bursar's office. To have the hold removed, you will have to pay all past due charges or clear the outstanding issue.

How do I apply for grants, loans, and the Federal Work-Study program?

You must complete a Free Application for Federal Student Aid (FAFSA) between **October 1, 2019 and June 30, 2020**. You may submit it electronically at studentaid.ed.gov. The FAFSA must be completed annually.
There is also a federal parent loan (ParentPLUS) that requires a separate application on studentloans.gov.

What is verification?

Verification, a federally mandated process, requires a school to check the accuracy of the student's (and parent's, if applicable) financial and household information as reported on the FAFSA. Verification must be completed before any federal or need-based aid is awarded. In order to complete verification, students are required to complete and submit a verification worksheet and W2 forms (student/parent W2 forms for dependent students; student/spouse W2 forms for married students).

For 2019-20, students (and parents) are strongly advised to use the IRS Data Retrieval Tool to transfer tax and income data to the FAFSA. Using this tool may expedite the verification process. Those who are unable or choose not to use the IRS Data Retrieval Tool are required to also submit tax return transcripts (not the actual tax returns) in order to complete verification. Transcripts may be requested from the IRS by calling 1-800-908-9946 or visiting the IRS website, irs.gov, and selecting **"Get Your Tax Record."**

What is MTAG?

MTAG (Mississippi Tuition Assistance Grant) is a grant of $500 per year for freshmen and sophomores and $1,000 per year for juniors and seniors. Entering freshmen with a minimum 2.5 GPA and a minimum 15 ACT (or equivalent SAT) qualify for MTAG. For transfer students, the high school GPA and test scores are no longer considered, but individuals must enter with a 2.5 college GPA. MTAG is prorated for those students who receive a Federal Pell Grant. One-year Mississippi residency and full-time enrollment are required for this grant. Students must enroll in at least 15 hours to receive this award. Please note that undergraduates can only receive one state grant per term (MTAG, MESG, HELP, Nissan Scholarship, or Law Enforcement & Fireman Scholarship) – whichever is larger.

MTAG applications are available from the Mississippi Office of Student Financial Aid at **msfinancialaid.org.** The submission deadline is September 15 of each year.

Can I check my financial aid/scholarship online?

Yes! All students must have a WebID to access financial aid awards and information. WebIDs and go.olemiss.edu e-mail will be the official means of business communication. You should have received your WebID and e-mail account shortly after you were admitted to the University. If not, please contact the University's IT Help Desk at (662) 915-5222.

- To check your status, visit the UM Financial Aid Web site and click on "Check award status in myOleMiss".
- If you are a first-time user, go to "WebID Help/Reset Password" then "Add a Security Question" to receive your WebID. Also, if you are using the UM Web e-mail for the first time, you must change your temporary password.
- You can review outstanding issues online and/or confirm our office has received a requirement.
- All financial aid awards must be accepted/declined/reduced electronically by accessing your award at my.olemiss.edu

What is loan entrance counseling?

Entrance counseling is required by federal regulations for all first time borrowers at a school. The session gives an overview of the federal loan program, discusses interest rates, repayment requirements, and borrower rights and responsibilities. This counseling obligation is online at finaid.olemiss.edu/online-loan-entrance-counseling/. No loan funds can be disbursed until this is done.

What is the process for Federal Direct student loans?

Once a student accepts the Direct Loan online in myOleMiss, the University certifies the student's loan. The student should complete Loan Entrance Counseling and electronically sign the Master Promissory Note (MPN) at studentloans.gov. The loan funds are posted to the student's Bursar account at the beginning of the term (or, if processed later, within three to five business days.)

What if I accept a Work-Study position?

You will be sent additional information regarding how to conduct your job search for your Work-Study position. Work-study recipients are paid bimonthly.

What are the fees that I will be charged for 2019-2020?

The following chart is based on full-time enrollment for the **2018-2019 academic year**. If you attend academic terms other than Fall and spring sessions, such as Summer terms, Wintersession, and Study Abroad, you will incur additional costs.

University of Mississippi Estimated Tuition/Fees*

	Resident	Nonresident
Undergraduate (per credit hour)	**$356.25**	**$1,021.00**
Graduate (per credit hour)	**$475.00**	**$1,361.25**
Undergraduate (3 credit hours)	**$1,023.75**	**$3,063.00**
Graduate (3 credit hours)	**$1,425.00**	**$4,083.75**
Full-Time Fees		
Undergraduate (12-19 hours)	**$4,275.00**	**$12,252.00**
Graduate (9-13 hours)	**$4,275.00**	**$12,251.25**
Capital Improvement Fee**	**$50.00**	**$50.00**

**Fall tuition amounts are pending and are subject to change.*

***This fee will be assessed for improvements at the campus you attend. This fee will be prorated for less than full time enrollment.*

Note: You may incur additional class fees based on the class in which you are registered for (i.e., art fees, etc.) For more information, visit: catalog.olemiss.edu/courses/fees

The estimated "Cost of Attendance" includes tuition/fees as well as allowances for books/supplies, housing, meals, travel, and personal expenses. This amount is also used as a cap for financial aid packages. For more, visit finaid.olemiss.edu/cost-of-attendance/.

To check and accept your financial aid awards online, please visit: http://finaid.olemiss.edu. For more information, call the toll free, nationwide Student Financial Services Help-Line at 800-891-4596.

Satisfactory Academic Progress

Federal Title IV student aid recipients must maintain satisfactory academic progress. In order to continue to be eligible to receive assistance, students must meet the following academic progress standards listed below:

Undergraduate

The student must be passing at least 67% of the hours that he/she has attempted at the University of Mississippi.

The total number of hours attempted at the University of Mississippi and all other institutions **(including attempted hours gained in pursuit of prior undergraduate degrees or attempted hours gained in prior declared majors)** cannot equal or exceed 180 hours.

The student must achieve the minimum cumulative resident GPA of 2.00 in his/her course of study at the University of Mississippi. The cumulative resident University GPA does NOT include transfer work.

Graduate

The student must be passing at least 67% of the hours that he/she has attempted at the University of Mississippi.

The student will not be eligible to receive aid one he/she has attempted 72 total hours in pursuit of a Master's degree, 100 hours in pursuit of a Specialist degree, or a grand total of 160 hours in pursuit of all graduate degrees, including Doctorate.

The student must achieve and maintain the cumulative resident GPA of 3.00 in his/her course of study at the University of Mississippi.

Satisfactory academic progress is checked at the end of each spring semester. Students failing to meet the standard are placed on financial aid suspension beginning with the Summer terms and become ineligible to receive any federal student aid funds. Students may submit an appeal online citing any special or mitigating circumstance they believe should be considered. There is also an in-person appeal request option in the event of an online written appeal denial.

Students denied aid for failure to meet these satisfactory academic progress requirements may re-establish eligibility once they meet the requirements.

Scholarship and state grant programs have differing requirements for continuing eligibility. Contact the UM Office of Financial Aid at finaid@olemiss.edu for these requirements, or visit finaid.olemiss.edu/financial-aid-appeals/.

Ole Miss Athletics Information

Purchasing Tickets
All UM students may purchase tickets online at www.olemisssports.com.

Glossary of Terms at the University of Mississippi

Academic Standing: The University expects all students to meet certain academic standards. Failure to do so will result in students' being placed on academic probation, suspended or dismissed.

Consult the Undergraduate Catalog for academic retention rules.

Advisor: Faculty/staff member who assists students with course selection and academic decision making appropriate to their personal, professional and academic needs and goals.

Alma Mater: Refers to one's college or university, and also is the name of the school song. Sung before athletics events, at graduations and at other campus activities.

'Way down south in Mississippi
There's a spot that ever calls
Where among the hills enfolded
Stand old Alma Mater's halls
Where the trees lift high their branches
To the whispering Southern breeze
There Ole Miss is calling, calling
To our hearts fond memories

Alumni: An alumnus (male) or alumna (female) is a former student of Ole Miss. Many alumni (often shortened to "alums") are actively involved in programs that support the University.

Bachelor's Degree: The bachelor's degree is awarded after completion of the requirements of a specific program. Most bachelor's degrees take four years of study. There are several types of bachelor's degrees: the B.A. (Bachelor of Arts), B.S. (Bachelor of Science), BFA (Bachelor of Fine Arts), BBA (Bachelor of Business Administration) and BAE (Bachelor of Arts in Education).

Blackboard (Bb): A Web-based course-management system. It provides a Web portal environment, support for courses and campus organizations, and access to e-mail. Your Bb username is the first part of your e-mail address (the text before the @ symbol).

Blue Book: A small booklet of paper with a blue cover used for essay exams.

Chancellor: The Chancellor is the chief administrative officer of the university and is equivalent to a university president.

Circle: Refers to the wooded space located on the center of campus in front of the Lyceum.

Class Attendance: Students are obligated to comply with class-attendance policies. It is the responsibility of each instructor to notify classes at the outset of each course of the attendance requirements for students. The University reserves the right to sever its relationship with any student who has been excessively absent, and the student who incurs excessive absences may be dismissed from a given class upon recommendation of the instructor and approval by the student's academic dean. If a student is out of class for an extended period of time due to reasons beyond the student's control, it is the responsibility of the student to inform the teacher.

Colors: The crimson of Harvard and the blue of Yale.

Commencement: Graduation!

DM: *The Daily Mississippian*, the student-run, daily newspaper at the University of Mississippi.

Drop-Add: This is the term used by most students to indicate a change of schedule. During specified periods, courses may be "dropped" and others "added." After the withdrawal deadline, the student must get special permission from her or his dean's office to drop a course.

Electives or Options: Elective courses help make up the total number of hours required to complete a degree but are not specifically required for a major or degree program. Almost every curriculum includes electives or option courses. No limitations other than the standing prerequisites are imposed on the student's choice of these electives.

Fight Song: "Forward Rebels"

Forward Rebels, march to fame
Hit that line and win this game
We know that you'll fight it through
For your colors Red and Blue
Rah, Rah, Rah
Rebels you're the Southland's pride
Take that ball and hit your stride
Don't stop 'til the victory's won for your Ole Miss
Fight, fight for your Ole Miss!

GPA: Cumulative grade point average computed by dividing grade points by class hours attempted.

Grade Reporting: A report of final grades is e-mailed to students after the close of each semester. Access midterm and final grades using your WebID at my.olemiss.edu.

Grove: Wooded area located on the central part of the Oxford campus; site of football tailgating, outdoor concerts and commencement.

Hotty Toddy: The Ole Miss cheer–it only takes a few times to get it! Join in whenever you hear the Ole Miss faithful yell, *"Are You Ready?"*

> Are You Ready? Hell Yes! Damn Right!
> Hotty Toddy, Gosh a'mighty
> Who in the hell are we — HEY!
> Flim Flam, Bim Bam
> Ole Miss by damn!

ID: Student identification card; needed to check out library materials, buy tickets to athletics and concert events, etc.

Incomplete: An incomplete on your transcript means that a portion of work for a class needs to be completed.

Internship: Work experience related to a student's major.

Lyceum: Completed in 1848, the oldest building on campus; now serves as the main administration building.

Major: A specialized field of study chosen by the student.

myOleMiss: myOleMiss is an online system which allows students, faculty, and staff to access information and applications via the web with a single login across multiple systems. Students must log in to myOleMiss at my.olemiss.edu in order to book (register for) classes, view their grades online, view financial aid information, view any holds, and many more activities.

Ole Miss: The official name of the University of Mississippi's yearbook and embraced over the years as The University of Mississippi's nickname.

The Pavilion: Home of the Ole Miss Rebels men's and women's basketball teams

Prereqs: Courses a student must take before moving on to more advanced classes.

Rebels/Lady Rebels: The University's athletic nicknames.

Recitation: A discussion section similar to a lab that must be registered concurrently with a lecture section.

Scantron: A sheet of bubbles that correlates to a professor's exam questions; used in computer grading.

Section: Multiple classes offered for the same course.

Tad Pad: Term of affection for the Tad C. Smith Coliseum, former home to the men's and women's basketball teams.

Tailgating: The University of Mississippi has the distinction of being the No. 1 tailgating experience in the SEC, and one visit to our campus during a football Saturday will certainly confirm that. Occurring most frequently during football weekends, tailgating is also a tradition at Ole Miss baseball and other athletics events. Tailgating involves setting up tables, chairs, tents, food, beverages and whatever else you might enjoy and celebrating the gathering of the Ole Miss family on campus to enjoy the event of the day. Tailgating takes place in the Grove, Circle, and shaded, grassy areas all over campus, and is open to anyone who wants to come and participate.

Vaught-Hemingway Stadium: Home of the Ole Miss Rebels football team.

Walk of Champions: The sidewalk running from the Union through the Grove to University Avenue and dedicated to the 1962 Ole Miss football team, which went undefeated. Before every home football game, usually two hours before kickoff, the Ole Miss football team and coaches walk the Walk of Champions from the front of the Student Union through the Grove, across University Avenue, between Shoemaker and Faser halls and to the Mike Starnes Training Center, while being greeted and cheered by Ole Miss faithful.

Web ID: This is a sign-on to access all UM Web applications for taking care of University business, such as registering for classes, checking grades and viewing other student-oriented information.