

# **The University of Mississippi – Grenada**



**2016-2017**  
**Student Handbook**

**THE UNIVERSITY OF MISSISSIPPI-Grenada**  
**2016-2017 STUDENT GUIDE**

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**Welcome from UM-Grenada Executive Director  
Dr. Rick Gregory**

Dear New Ole Miss Students,

On behalf of the faculty, staff, and administration at the University of Mississippi – Grenada, it is my privilege to welcome you to the Ole Miss family. At UM-Grenada we offer you a setting 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-Grenada.

As you become more involved as a student here, I think you will find on this campus a willingness of 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 your fellow students and 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 you.

I am beginning my fourth year at UM-Grenada. During my experience here, I have been impressed with the quality of academic programs offered at UM-Grenada. Our faculty who teach at the UM-Grenada campus are committed to excellence in teaching and student learning. 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 for 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-Grenada. Again, on behalf of the faculty, staff, and administration of UM-Grenada, thank you for choosing to be part of our Ole Miss family.

Welcome to the Ole Miss family,

A handwritten signature in black ink, appearing to read "Rick Gregory", written in a cursive style.

Rick Gregory, Ed.D.  
Executive Director  
University of Mississippi – Grenada



**THE UNIVERSITY OF MISSISSIPPI-GRENADA**  
located on the Holmes Community College-Grenada Center campus  
**1060 Avent Drive**  
**Grenada, MS 38901**

Telephone: (662) 227-2348  
Toll-free: 1-866-230-8239  
Email: [grenada@olemiss.edu](mailto:grenada@olemiss.edu) or [umgrenada@gmail.com](mailto:umgrenada@gmail.com)  
Website: [www.olemiss.edu/grenada](http://www.olemiss.edu/grenada)  
Facebook: University of Mississippi Grenada

#### **UM-Grenada Staff**

Dr. Rick Gregory	Executive Director	<a href="mailto:rgregory@olemiss.edu">rgregory@olemiss.edu</a>
Jessica Coker-Hughes	Associate Director for Admissions	<a href="mailto:jlccoker3@olemiss.edu">jlccoker3@olemiss.edu</a>
LaTonya Pittman	Administrative Coordinator	<a href="mailto:lpittma@olemiss.edu">lpittma@olemiss.edu</a>
Michael Gary	Financial Aid Advisor	<a href="mailto:mtgary@olemiss.edu">mtgary@olemiss.edu</a>
Royce Tidwell	Distance Learning Technician	<a href="mailto:tidwell@olemiss.edu">tidwell@olemiss.edu</a>

#### **UM-Grenada Faculty**

##### **Legal Studies**

Amy Vanderford	Clinical Instructor	<a href="mailto:avander@olemiss.edu">avander@olemiss.edu</a>
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##### **Teacher Education**

Karen V Davidson Smith	Clinical Assistant Professor	<a href="mailto:kvdavids@olemiss.edu">kvdavids@olemiss.edu</a>
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**UM – Oxford Main Campus** [www.olemiss.edu](http://www.olemiss.edu)

**Phone: 1-800-OLE-MISS (1-800-653-6477)**

#### **UNDERGRADUATE**

##### **STAFF**

##### **Elementary Education**

Donna Patterson	Undergraduate Advisor	<a href="mailto:dpatters@olemiss.edu">dpatters@olemiss.edu</a>
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##### **General Studies**

Christie Rogers	Undergraduate Advisor	<a href="mailto:ccrogers@olemiss.edu">ccrogers@olemiss.edu</a>
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##### **Criminal Justice**

Susan Morton	Senior Records Coordinator	<a href="mailto:skmorton@olemiss.edu">skmorton@olemiss.edu</a>
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*\*A list of Graduate Staff and Faculty can be found on your prospective program sheets.\**

**THE UNIVERSITY OF MISSISSIPPI  
OUTREACH AND CONTINUING EDUCATION**

The University of Mississippi-Grenada is operated by the University of Mississippi  
Division of Outreach and Continuing Education.

**E.F. Yerby Conference Center  
P.O. Box 879  
University, Mississippi 38677-0879**

Telephone: (662) 915-7282/3  
Fax: (662) 915-5138  
Email: [outreach@olemiss.edu](mailto:outreach@olemiss.edu)  
Website: [www.outreach.olemiss.edu](http://www.outreach.olemiss.edu)

**Division of Outreach- Oxford Staff**

Dr. Tony Ammeter	Associate Provost for Outreach	<a href="mailto:tammer@olemiss.edu">tammer@olemiss.edu</a>
Dr. Rick Gregory	Interim Assist. Provost for Regional Education	<a href="mailto:rgregory@olemiss.edu">rgregory@olemiss.edu</a>
Jo Stark	Coord. of Continuing Education Programs	<a href="mailto:jstark@olemiss.edu">jstark@olemiss.edu</a>
Pam Starling	Asst. Director of Marketing & Recruiting	<a href="mailto:pam@olemiss.edu">pam@olemiss.edu</a>

**Frequently Requested Contact Information for  
The University of Mississippi main campus in Oxford**

(Area Code 662)

<b>Alumni Affairs</b>	
915-7375	<a href="http://www.alumni.olemiss.edu">www.alumni.olemiss.edu</a>
<b>Athletic Ticket Office</b>	
915-7167	<a href="http://olemisssports.cstv.com">http://olemisssports.cstv.com</a>
<b>Bookstore</b>	<a href="http://ole-miss.bncollege.com">http://ole-miss.bncollege.com</a>
915-7137	<a href="mailto:bksolmiss@bncollege.com">bksolmiss@bncollege.com</a>
<b>Bursar (Billing)</b>	
800-891-4596	<a href="http://www.olemiss.edu/depts/bursar">www.olemiss.edu/depts/bursar</a>
<b>Career Center</b>	
915-7174	<a href="http://www.career.olemiss.edu">www.career.olemiss.edu</a>
<b>Central Ticket Office</b>	
915-7411	<a href="http://www.olemiss.edu/fordcenter/index.html">www.olemiss.edu/fordcenter/index.html</a>
<b>Counseling Center</b>	
915-3784	<a href="http://www.olemiss.edu/depts/stu_counseling">www.olemiss.edu/depts/stu_counseling</a>
<b>Financial Aid</b>	
800-891-4596	<a href="http://www.olemiss.edu/depts/financial_aid">www.olemiss.edu/depts/financial_aid</a>
<b>Independent Study</b>	

915-7313	<a href="http://www.online.olemiss.edu">www.online.olemiss.edu</a>
<b>IT Helpdesk</b>	
<b>915-5222</b>	<a href="http://www.olemiss.edu/helpdesk/">http://www.olemiss.edu/helpdesk/</a>
<b>UM Library (Oxford)</b>	
915-7091	<a href="http://www.olemiss.edu/depts/general_library">www.olemiss.edu/depts/general_library</a>
<b>Ole Miss Online</b>	
915-7313	<a href="http://www.online.olemiss.edu">www.online.olemiss.edu</a>
<b>Registrar</b>	
915-7792	<a href="http://www.olemiss.edu/depts/registrar">www.olemiss.edu/depts/registrar</a>
<b>Student Disability Services</b>	
915-7128	<a href="http://www.olemiss.edu/depts/sds">www.olemiss.edu/depts/sds</a>
<b>Student Health Center</b>	
915-7274	<a href="http://www.olemiss.edu/depts/stu_health/index.html">www.olemiss.edu/depts/stu_health/index.html</a>

### 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 and Registration Procedures

Academic advising is available for all University of Mississippi-Grenada students. **Please contact the UM-Grenada office to schedule an appointment with your advisor each semester prior to the start of priority registration. (Please see academic calendar for these dates.)**

Advisors from the Oxford campus 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 advisors, and have any holds removed before you may register for courses.

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.

After you have met with your academic advisor, the advising hold will be lifted, allowing you to register. Please visit [www.olemiss.edu](http://www.olemiss.edu). Underneath the University of Mississippi banner at the top of the page, please click on the blue tab that reads, "MYOLEMISS." Follow the directions for activating your account and registering for classes.

***\* Note that the advisor hold is reset every semester and that students must meet with their advisors each semester to have the advising hold lifted before registering for courses.***

## **Web Registration**

You must activate your Web ID prior to registering for classes. Please go to the UM website at <http://my.olemiss.edu/>. Then you can click on the "Password Help" link. Then click on "Activate Your Account" and follow the instructions listed.

You may also contact the IT Helpdesk (e-mail [helpdesk@olemiss.edu](mailto:helpdesk@olemiss.edu) or call 662-915-5222) for additional assistance.

The schedule of classes is available ONLINE and in print in the UM-Grenada 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 <http://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: <http://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.

## **HOW TO REGISTER FOR CLASSES**

1. Go to myOlemiss at: <https://my.olemiss.edu>
2. Login with your WebID and Password
3. Click the "Student" tab
4. Click on "Course Registration"
5. Click on "My Course Favorites"
6. Select Academic Term and Year (Example: Fall 2016-2017)
7. Click on "Get My Favorites" then "Add to My Favorites"
8. Enter course number (Example: Edsp 308) and hit submit
9. Click on "View All Sections"
10. Select section and click on "Add to My Favorites"
11. Repeat steps 7 through 9 until My Favorites Menu contains all desired courses for that term
12. Click Start Registration
13. Select desired term for registration and hit submit
14. Review all info and click "Proceed to Registration" to continue
15. Accept terms of the Registration Agreement
16. On Main Registration Screen, click "Add to My Schedule"
17. Check all courses that you would like to add and hit "Add to Schedule"
18. Check schedule, and Print



## HOW TO ORDER TEXTBOOKS

Order your books online at: <http://olemissregionalcampus.bncollege.com>

- You must first create an account. Click on Login/Signup at the very top of the screen
- Once you have registered for the site, click on the Textbook link near the top left of the page.
- Please choose your term, course department, course number, and course section as usual.
- Then click on find course materials
- Then click add selected items to shopping cart
- Repeat the steps for all other courses
- When finished, click on checkout
- For delivery method, select Grenada shuttle (if you would like your textbooks to be delivered to Grenada)
- For payment method, enter your Ole Miss Student ID #, if you would like to charge it to your UM Bursar account.

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 DISPERSED WHEN YOUR BOOKS ARE CHARGED YOU ARE STILL RESPONSIBLE FOR THESE COSTS.**

- For questions, please call: [662-915-5899](tel:662-915-5899), or email: [tm317@bncollege.com](mailto:tm317@bncollege.com)

## Return Policy

There is a Return Policy and Deadline for textbooks on the back of your receipt. Please adhere to these policies. Books must be in the same condition you received them, unopened shrink-wrapped, etc. to receive a full refund. During Summer and Intersession terms the refund policy is only available during the first two days of class.

**\*\* It does take a few days for your Bursar account to reflect changes such as removal of charges from returned books.**

## Drop-Add Procedures

*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, using the online Web page, 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, using the Registrar's website, until the course withdrawal deadline, which is 4:45 p.m. 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 or class schedule for the exact deadlines.

## 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](http://my.olemiss.edu) (select Registration; select drop to 0 hours), or notify the Office of the Registrar via fax, mail, or in person. Appropriate University offices (Student Housing, Financial Aid, Bursar, ID Center, Library, and Academic Dean) will be notified of the withdrawal by e-mail.

Withdrawal from all courses cannot be done using the online web page. Full refunds of tuition and fees (minus a processing fee) are given for withdrawals during the first 10 days of classes or a regular semester. No refunds are given after the 10th day of classes.



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 has been met, and the student's instructors will decide whether or not final examinations will be required.

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

### **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 10th 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" Website.

### **Transcripts**

A transcript is an exact copy of a student's 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 the student but is sent directly to another college or a prospective employer. If a student must have an official transcript, it is stamped "Issued to Student."

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.

An official transcript will be issued only on the written request or authorization of the student concerned. Request transcripts online at [www.olemiss.edu/depts/registrar](http://www.olemiss.edu/depts/registrar). 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.

### **Class Attendance**

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. These are the credit hours that 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 <http://registrar.olemiss.edu/academic-calendar-menu/> to confirm the MDD for each term.

On or after the MDD, you will be dropped from classes that you failed to attend. And you will still be responsible for your tuition and fees. So don't let that happen! For more information, please visit <http://olemiss.edu/info/gotoclass/>.

**Please note that this policy relates ONLY to Federal Title IV aid (Pell Grant, Iraq and Afghanistan Service Grant, SEOG, TEACH, Work-Study, Direct Loans, Perkins Loan, and PLUS loans). Institutional awards (such as Academic Excellence Scholarships and McKinstry Loans) and state grants (such as MTAG and MESSG) are not included.**

Also please note that 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 entire first week of a class 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, in addition, 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.

### **Grade Points and GPA**

The 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. Grade points per credit hour are assigned as follows: A = 4.0; A- = 3.7; B+ = 3.3; B = 3.0; B- = 2.7; C+ = 2.3; C = 2.0; C- = 1.7; D = 1.0; F = 0. 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. Independent study courses are not included in the semester-based GPA calculation.

### **Grade Reporting:**

Reports of final grades are available through the Registrar's online website.

### **Forgiveness Policy:**

An undergraduate student may improve his or her overall GPA by repeating a maximum of four courses (not to exceed 12 credit hours) in which the student received a grade of "C-", "D" or "F" and requesting that the repeat grade be the only one counted in the GPA calculation. The repeat must be in the same course and must be taken at The University of Mississippi. The student must file a Petition to Invoke Grade Forgiveness Policy with the registrar, stating which courses are to be forgiven. For an upper division course, this Petition must be approved by the chair controlling the course.

Once the student has declared one or more courses, different courses 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. The recalculated GPA will be used for determining graduation honors.

Although both courses will remain on the student's permanent record, the last grade received will be the one used to determine credit towards a degree and GPA. The first attempt will be recorded with both the grade earned and the symbol R to denote that it has been repeated. The recalculated GPA will be used for determining graduation honors.

### **Holds**

A student may be prohibited from registering for classes, adding or dropping classes, or receiving transcripts or the diploma if that student has a "hold" status 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 the University website and checking their registration status.

### **University Academic Honors**

**Honor Roll:** Full-time students who have earned a grade point average of 3.75 or better on academic work are recognized with inclusion in the Chancellor's Honor Roll. Students earning a grade-point average of 3.50 or above but below 3.74 are recognized 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. A diploma cum laude requires an overall grade-point average above a 3.5 but below a 3.75; magna cum laude requires an average of at least 3.75 but below 3.9; summa cum laude requires an average of at least 3.9.

### **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 at search "Academic Discipline Policy" located online at [www.olemiss.edu](http://www.olemiss.edu).

**Appeals Process for Disciplinary Procedures**

Disciplinary procedures for academic issues follow the policies outlined in the University's "Academic Discipline Policy" on the [www.olemiss.edu](http://www.olemiss.edu) web site.

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

1. Hearing by an impartial staff member (at UM-Grenada). At this point the objections will be heard, and an attempt at resolving the issue is 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. 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 Dean/Executive Director at the campus. If the student does not accept the decision of the Dean/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.

## **Academic Calendar**

### ***Fall 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
March 21 – Apr 4	Mon-Mon	Academic Advising (for all summer terms and fall)
March 28 – April 11	Mon-Mon	Priority Registration(for all summer terms and fall)
March 28 – July 31	Mon-Sun	Phase 1 registration period
July 22	Friday	Application for first-time enrollment should be submitted no later than this date.
July 31	Sunday	Fall 2016 tuition and fees posted to students' accounts.
August 1	Monday	\$50 registration fee assessed this date. Phase 2 registration.
August 17	Wednesday	Excess financial aid distributed to students via direct deposit or mail.
August 21	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
August 22	Monday	Classes begin; registration fee (\$100) assessed this date; 100% refund (less 5% of fees or \$100, whichever is less) on withdrawals through September 4. Phase 3 registration.
August 26	Friday	Students may add courses on a space available basis through this date.
August 26	Friday	Deadline for course withdrawals- Law classes only (between August 27 and September 2 may drop only with instructor's approval).
September 2	Friday	Last day to register or add classes (between August 29 and September 4 may add only with instructor's approval.) Refund period ends.
September 3	Saturday	\$10 fee assessed per drop or add.
September 5	Monday	LABOR DAY HOLIDAY (Administrative Offices closed.)
September 12	Monday	Mandatory drop date for non-attendance.
September 23	Friday	Last day to submit applications for December diplomas.
October 3	Monday	Deadline for course withdrawals (no refund; refund period ended September 2).
October 10	Monday	Midterm grades due.
Oct 17 – Oct 31	Mon-Mon	Academic Advising (for winter session and spring)
Oct 24 – Nov 7	Mon-Mon	Priority Registration (for winter session and spring)
Oct 24 – Nov 30	Mon-Mon	Phase 1 registration period (for winter session and spring)
November 21-25	Mon-Fri	THANKSGIVING HOLIDAYS (Administrative Offices closed Thursday and Friday.)
November 38	Monday	Classes resume at 8:00 a.m.
December 2	Friday	Classes end.
December 5-9	Mon-Fri	Final Examinations

### ***Winter Intersession 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
Oct 17 – Oct 31	Mon-Mon	Academic Advising (for winter session and spring)
Oct 24 – Nov 7	Mon-Mon	Priority Registration (for winter session and spring)
Oct 24– Nov 30	Mon-Wed	Phase 1 registration period (for winter session and spring)
November 11	Friday	Application for first-time enrollment should be submitted no later than this date.
December 1	Thursday	\$50 registration fee assessed this date. Phase 2 registration
January 2	Monday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
January 3	Tuesday	Classes begin; late registration fee (\$100) assessed this date; 100% refund (less 5% of fees or \$100, whichever is less) on withdrawals through January 5.
January 4	Wednesday	Last day to register or add classes; refund period ends.
January 4	Wednesday	Deadline for course withdrawals – Law School only.
January 5	Thursday	\$10 fee assessed per drop or add
January 6	Friday	Deadline for course withdrawals (no refund; refund period ended January 5).
January 6	Friday	Mandatory drop date for non-attendance
January 13	Friday	Classes end
January 14	Saturday	Final examinations

### ***Spring 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
Oct 17 – Oct 31	Mon-Mon	Academic Advising (for winter session and spring)
Oct 24 – Nov 7	Mon-Mon	Priority Registration (for winter session and spring)
Oct 24 – Nov 30	Mon-Wed	Phase 1 registration period (for winter session and spring)
November 11	Friday	Application for first-time enrollment should be submitted no later than this date.
December 1	Thursday	\$50 registration fee assessed this date. Phase 2 registration.
January 16	Monday	MARTIN LUTHER KING, JR. HOLIDAY (Administrative Offices closed.)
January 22	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
January 23	Monday	Classes begin; registration fee (\$100) assessed this date; 100% refund (less 5% of fees or \$100, whichever is less) on withdrawals through February 5. Phase 3 registration.
January 27	Friday	Students may add courses on a space available basis through this date.
January 27	Friday	Deadline for course withdrawals- Law School only (between January 28 and February 3 may drop only with instructor's approval).
February 3	Friday	Last day to register or add classes (between January 30 and February 5 may add only with instructor's approval.) Refund period ends.
February 4	Saturday	\$10 fee assessed per drop or add.
February 13	Monday	Mandatory drop date for non-attendance
February 24	Friday	Last day to submit applications for May and August diplomas.

March 3	Friday	Deadline for course withdrawals (no refund; refund period ended February 5).
March 6	Monday	Midterm grades due.
March 13-17	Mon-Fri	SPRING BREAK.
March 20-April 3	Mon-Mon	Academic Advising (for all summer terms and fall)
March 27-April 10	Mon-Mon	Priority Registration (for all summer terms and fall)
March 27- April 30	Mon-Sun	Phase 1 Registration period
April 6	Thursday	Honors Convocation
April 14	Friday	GOOD FRIDAY (Administrative Offices closed.)
May 5	Friday	Classes end.
May 8-12	Mon-Fri	Final Examinations.
May 13	Saturday	COMMENCEMENT

### ***May Intersession 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
March 20-April 3	Mon-Mon	Academic Advising (for all summer terms and fall)
March 27-April 10	Mon-Mon	Priority Registration (for all summer terms and fall)
March 27-April 30	Mon-Sun	Phase 1 registration period
March 31	Friday	Application for first-time enrollment should be submitted no later than this date.
May 1	Monday	\$50 registration fee assessed this date. Phase 2 registration.
May 14	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
May 15	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 17.
May 16	Tuesday	Last day to register or add classes; refund period ends.
May 16	Tuesday	Deadline for course withdrawals – Law School only.
May 17	Wednesday	\$10 fee assessed per drop or add
May 18	Thursday	Deadline for course withdrawals (no refund; refund period ended May 17).
May 18	Thursday	Mandatory drop day for non-attendance
May 26	Friday	Classes end.
May 27	Saturday	Final examinations held

### ***Full Summer Term 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
March 20-April 3	Mon-Mon	Academic Advising (for all summer terms and fall)
March 27-April 10	Mon-Mon	Priority Registration (for all summer terms and fall)
March 27-April 30	Mon-Sun	Phase 1 registration period
April 7	Friday	Application for first-time enrollment should be submitted no later than this date.
May 1	Monday	\$50 registration fee assessed this date. Phase 2 registration.
May 29	Monday	MEMORIAL DAY HOLIDAY (Administrative offices closed.)

May 29	Monday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
May 30	Tuesday	Classes begin; registration fee (\$100) assessed this date; 100% refund (less 5% of fees or \$100, whichever is less) on withdrawals through June 7.
June 5	Monday	Last day to register or add classes. Refund period ends.
June 5	Monday	Deadline for course withdrawals – Law School only.
June 6	Tuesday	\$10 fee assessed per drop or add.
June 8	Thursday	Mandatory drop date for non-attendance
June 20	Tuesday	Deadline for course withdrawals (no refund; refund period ended June 7).
June 26-June 30	Mon-Fri	Classes suspended.
July 3	Monday	Classes reconvene
July 4	Tuesday	INDEPENDENCE DAY HOLIDAY observed (Administrative offices closed.)
July 26	Friday	Classes end.
July 27-28	Thurs-Fri	Final Examinations

### ***First Summer Term 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
March 20-April 3	Mon-Mon	Academic Advising (for all summer terms and fall)
March 27-April 10	Mon-Mon	Priority Registration (for all summer terms and fall)
March 27-April 30	Mon-Sun	Phase 1 registration period
April 7	Friday	Application for first-time enrollment should be submitted no later than this date.
May 1	Monday	\$50 registration fee assessed this date. Phase 2 registration.
May 29	Monday	MEMORIAL DAY HOLIDAY (Administrative offices closed.)
May 29	Monday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
May 30	Tuesday	Classes begin; registration fee of (\$100) assessed this date; 100% refund (less 5% of fees or \$100, whichever is less) on withdrawals through June 3.
June 1	Thursday	Last day to register or add classes; refund period ends.
June 1	Thursday	Deadline for course withdrawals – Law School only.
June 2	Friday	\$10 fee assessed per drop or add.
June 6	Tuesday	Mandatory drop date for non-attendance
June 8	Thursday	Deadline for course withdrawals (no refund; refund period ended June 3).
June 23	Friday	Classes end.
June 26-27	Mon-Tues	Final Examinations.



### ***Second Summer Term 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
March 20-April 3	Mon-Mon	Academic Advising (for all summer terms and fall)
March 27-April 10	Mon-Mon	Priority Registration (for all summer terms and fall)
March 27-May 31	Mon-Wed	Phase 1 registration period
May 19	Friday	Application for first-time enrollment should be submitted no later than this date.
June 1	Thursday	\$50 registration fee assessed this date. Phase 2 registration.
July 28	Wednesday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
July 29	Thursday	Classes begin; registration fee (\$100) assessed this date; 100% refund (less 5% of fees or \$100, whichever is less) on withdrawals through July 7.
July 3	Monday	Last day to register or add classes; refund period ends.
July 3	Monday	Deadline for course withdrawals – Law School only.
July 4	Tuesday	\$10 fee assessed per drop or add.
July 4	Tuesday	INDEPENDENCE DAY HOLIDAY observed (Administrative offices closed.)
July 7	Friday	Mandatory drop date for non-attendance
July 11	Tuesday	Deadline for course withdrawals (no refund; refund period ended July 7).
July 26	Wednesday	Classes end.
July 27-28	Thurs-Fri	Final examinations.

### ***August Interession 2017***

<b>Date(s)</b>	<b>Day(s)</b>	<b>Event(s)</b>
March 20 – April 3	Mon-Mon	Academic Advising (for all summer terms and fall)
March 27 – April 10	Mon-Mon	Priority Registration (for all summer terms and fall)
March 27 – June 30	Mon-Fri	Phase 1 registration period
May 19	Friday	Application for first-time enrollment should be submitted no later than this date.
July 1	Saturday	\$50 registration fee assessed this date. Phase 2 registration
July 30	Sunday	Last day to officially cancel registration and avoid responsibility for payment of tuition and fees.
July 31	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 1	Tuesday	Last day to register or add classes; refund period ends.
August 1	Tuesday	Deadline for course withdrawals – Law School only.
August 2	Wednesday	\$10 fee assessed per drop or add
August 3	Thursday	Deadline for course withdrawals (no refund; refund period ended August 4).
August 3	Thursday	Mandatory drop date for non-attendance
August 11	Friday	Classes end.
August 12	Saturday	Final examinations held.



## Final Examination Schedule

### Fall 2016

Examination Date	Exam Time	Time Class Meets
Monday, Dec. 5	8:00 a.m.	8:00 a.m. MWF
	Noon	11:00 a.m. MWF
	4:00 p.m.	2:00 p.m. MWF
	7:30 p.m.	Mon. & Web. evening classes beginning at 5:00 or 5:30 p.m. or Monday evening only classes.
Tuesday, Dec. 6	8:00 a.m.	8:00 a.m. TX
	Noon	11:00 a.m. TX
	4:00 p.m.	2:30 p.m. TX
	7:30 p.m.	Tues. & Thurs. evening classes beginning at 5:00 or 5:30 p.m. or Tues. evening only classes.
Wednesday, Dec. 7	8:00 a.m.	9:00 a.m. MWF
	Noon	1:00 p.m. MWF
	4:00 p.m.	4:00 p.m. TX
	7:30 p.m.	Mon. & Wed. evening classes beginning at 6:00 p.m. or later or Wed. evening only classes.
Thursday, Dec. 8	8:00 a.m.	9:30 a.m. TX
	Noon	1:00 p.m. TX
	4:00 p.m.	3:00 p.m. MWF
	7:30 p.m.	Tues. & Thurs. evening classes beginning at 6:00 p.m. or later or Thurs. evening only classes.
Friday, Dec. 9	8:00 a.m.	10:00 a.m. MWF
	Noon	Noon MWF
	4:00 p.m.	4:00 p.m. MWF

ABBREVIATIONS: M=Monday, T=Tuesday, W=Wednesday, X=Thursday, F=Friday

### EXAM INSTRUCTIONS

Any student having three or more examinations scheduled for the same day will arrange with the instructor to take the noon examination or the 7:30 p.m. examination on some other mutually satisfactory date. Please note that only the noon and the 7:30 p.m. examination may be rescheduled for this reason.

Examinations should conclude in three hours unless otherwise specified by the instructor.

No examinations are to be given at times other than scheduled hours, either for an individual or for a class, unless the instructor concerned has specific approval from the academic dean.

**\*For a complete list of 2016-17 academic semester calendars please visit  
<http://registrar.olemiss.edu/academic-calendar-menu/>**

## UM-Grenada/ Holmes-Grenada campus information

### Emergency Closings, Class Cancellations, and Safety Procedures

In the event an instructor must cancel class, students will be contacted by e-mail. Class cancellations due to weather will correspond with closings of Holmes Community College. Local radio and/or television stations will announce closings of the campus due to weather conditions.

To inquire about closings of the University of Mississippi-Oxford campus due to weather conditions, call (662)-915-1040.

### Room Assignments

Room assignments will be emailed to students prior to the beginning of classes.

### Student Identification Cards

The University of Mississippi requires all students to have an official University student ID. These cards allow you to check out books from the UM Library and use the Library's online services. This is also your identification as a UM student for other student services, such as taking a proctored exam. **To obtain a UM Student ID, please complete the UM ID Card Application on the <http://idcenter.olemiss.edu/getting-one-card/> website.** Student ID photos will be made during Orientations and official registrations.

**University of Mississippi students do not need a Holmes Community College ID card.**

### Parking Decals

Students are to register their vehicles for parking decals each year. Contact the HCC Campus Police at 662-227-2334 for details. You will need your driver's license, license plate number, and vehicle information to complete the registration. The parking decals are FREE.



## Online Courses

Ole Miss Online courses are semester-based courses. These courses begin and end at the same time as on-campus classes and operate on a scheduled syllabus. Proficient computer skills and access to a reliable computer system are prerequisites for online courses. Angel and Ole Miss Web e-mail accounts are requirements for students enrolled in online courses. Course information will be posted on Angel or sent to the student's Ole Miss Web e-mail account. Students unable to access their Angel accounts or who have not received information regarding enrollment in an online course after the first day of class should contact the Ole Miss Online office (662-915-7313) immediately.

## How to Schedule an Exam

Many instructors require their online students to take proctored exams. In that case, information about the test dates will be located in the online course materials. Students close to a UM campus are encouraged to schedule an appointment for a proctored exam at the Oxford or Regional campuses.

If a student has a work or class conflict or lives outside of the area and cannot take the exam during the times available, they will need to locate a proctor. Some instructors will require those students to use ProctorU, a web based proctoring service, to take their proctored exams; while other instructors require students to utilize a proctor at an approved facility. In this case, the student is responsible for locating a test site, scheduling an appointment with that testing center and to accurately communicate this information in a timely manner using the appropriate procedure as outlined below. Students are responsible for test site fees.

Contact the Distance Education Testing Lab at [detl@olemiss.edu](mailto:detl@olemiss.edu) or 662-915-1267 if you require additional information or assistance.

## Oxford and Regional Campuses (Booneville, Desoto, Grenada, Tupelo)

**Oxford and Regional Centers:** Appointments for examinations may be made through the [Online Learning Test Scheduler](#). This information is also available by following the testing links posted to your Ole Miss Online class on Blackboard. Seats are limited; therefore, students should schedule their appointments as early as possible.

To schedule a proctored exam at **UM-Grenada**, please follow the instructions listed below:

- 1) Visit the Ole Miss Grenada website at <http://www.olemiss.edu/grenada>.
- 2) Click on the **Current Students** tab near the top of the webpage.
- 3) Under "**Academic Resources**", click the "**Schedule Testing**" link.
- 4) From there, follow the instructions on screen under "**How to Schedule an Exam.**"
- 5) On the **Choose Exam** page, click the appropriate exam title bar.
- 6) The exam you want to schedule will appear on the next page.
- 7) **Click** on the name of the exam you desire to take.
- 8) The current monthly calendar will appear.
- 9) All available test dates will be either be displayed in a green-shaded date box with its time slot, **or** in a drop-down box.
- 10) If necessary, click the left/right arrows to move to a different month.
- 11) **Click** on the green-shaded square to select your desired time slot, **or** select the desired time slot from the list of time slots available in the drop-down box
- 12) The **Exam Summary** page appears. Complete the required fields.
- 13) Read the **Student Acknowledgement** in the scroll box. Acknowledge the information **by clicking the check box underneath the scroll box.**
- 14) If payment is **not** required, click **Register** to check out. Otherwise, click **Continue.**
- 15) If payment is required, **complete the credit card fields** and click **Register.**
- 16) Once you click **Register**, and your transaction is completed, your email confirmation receipt will appear on the next page.
- 17) **Print** the receipt for your records.

## Computers, E-mail, and Such

As an Ole Miss student, you will use computers and networks throughout college to download information from course websites, turn in homework, communicate with instructors and fellow students, and access library databases and other online resources. IT provides the following to help you get connected:

- *A unique WebID that acts as a single sign-on for all UM Web applications*

You'll use your WebID to access the University's online services page called, "MyOleMiss" where you can register for classes, check grades, view financial aid awards, and see your student information. You'll also use it to log on to Blackboard, a Web-based course-management system used by many UM instructors.

- *An Ole Miss e-mail account*

Your Ole Miss e-mail account is automatically assigned, and because e-mail is the primary way the University contacts students, it is really important to check the account frequently. This can be done at [www.webmail.olemiss.edu](http://www.webmail.olemiss.edu). UM-Grenada students will receive information on new programs, scholarships, and important dates through their UM e-mail account.

If you choose to do so, you can forward your Ole Miss e-mail to your personal e-mail account at <https://webmail.olemiss.edu/cgi-bin/webmail.cgi>.

## Library Services

UM Distance Learning Librarian, Melissa Dennis, [mdennis@olemiss.edu](mailto:mdennis@olemiss.edu), (662) 915-5861, [www.olemiss.edu/libraries](http://www.olemiss.edu/libraries)



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

University of Mississippi students currently enrolled at the UM-Grenada campus enjoy the same borrowing privileges and access to electronic resources as students currently enrolled at the main campus in Oxford. Search for books, e-books, DVDs, music scores, government documents, and enjoy access to databases with thousands of online full text articles.

### Special Services Provided

Register at the UM Interlibrary Loan Website to request material from the J. D. Williams Library in Oxford. Books are delivered to the UM-Grenada office, by UM shuttle. Articles not available online are emailed to your UM Webmail account.

### Financial Aid

Please contact the UM-Grenada Financial Aid Advisor Michael Gary by email at [mtgary@olemiss.edu](mailto:mtgary@olemiss.edu) or call (662) 342-4765

The University of Mississippi-Grenada Financial Aid Advisor is available by email and by appointment in Grenada at various times each semester. Please feel free to schedule an appointment by email at [finaid@olemiss.edu](mailto:finaid@olemiss.edu).

Telephone financial aid advisors are also available from 8 a.m. to 5 p.m., Monday through Friday, via the Ole Miss Financial Services Help Line at 800-891-4596. The main financial aid website is located at [http://www.olemiss.edu/depts/financial\\_aid](http://www.olemiss.edu/depts/financial_aid).

UM-Grenada and the UM Office of Financial Aid administer a variety of financial assistance programs designed to help students and their families meet the cost of attending the University.

The four basic types of student financial assistance are scholarships, grants, loans, and part-time employment.

**Scholarships** are gift programs that do not have to be repaid. They are typically awarded in recognition of significant achievement or academic talent. UM-Grenada 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 does not have to be repaid. Grants usually require a demonstration of financial need.

**Loans** are funds that have to be repaid with interest.

**Part-time employment** on the UM-Grenada campus provides opportunities for students to earn money to apply toward their educational expenses.

**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.**
- Students should also complete applications for state-based aid and for institution-based aid. See your financial aid advisor for instructions.

**As you transfer to UM-Grenada, remember that:**

- Financial aid does not “transfer” from one institution to another. You must apply individually for each institution. Please note you can only receive financial aid for one school at a time. (For example, if you are enrolled in courses at both Holmes Community College and the University of Mississippi, you cannot receive financial aid at both institutions.)
- All correspondence from the Financial Aid Office is sent via email to your olemiss.edu account. Be sure to check your UM email account frequently.
- Students may complete Financial Aid forms online at the following Web address: **[www.olemiss.edu/depts/financial\\_aid](http://www.olemiss.edu/depts/financial_aid)**.

**Frequently Asked Questions about Financial Aid**

*Q When do I pay tuition and fees?*

A For the fall semester, a bill will be mailed to your billing address shortly after July 31st. You should mail your payment so it will be received before the due date of August 15th.

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

A Students can choose to have excess financial aid delivered either by direct deposit to their bank account (the preferred way) or by a check that is mailed to their billing address. The University will process direct deposits and mail checks three days before classes begin. After this initial disbursement, direct deposits and checks will be processed daily. Students can access the direct deposit form at [www.olemiss.edu/depts/financial\\_aid/online](http://www.olemiss.edu/depts/financial_aid/online).

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

- A • Direct deposits are electronically delivered directly to the bank account.
- Mailing address problems are eliminated with direct deposits.
  - With direct deposit, there’s no more standing in line at the bank to deposit the check.
  - Direct deposit provides protection against theft or time delays caused by lost checks. Lost checks take several weeks to replace.
  - With direct deposit, there are no worries if you are out of town or don’t have time to pick up the mail.

*Q If I register for courses, but my plans change and I won’t be attending The University of Mississippi, what should I do?*

- A 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.



- Students who officially withdraw during the first 10 days of the semester of the fall or spring semester will avoid most of their financial obligation (there is a maximum processing fee of \$100) and all of their grade liability. Any financial aid that has been credited must be returned in full.
- Students who withdraw after the first 10 days of the semester of the fall or spring semester 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.
- Students who officially withdraw after the fifth week of class of the fall or spring semester 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.

*Q If I withdraw from the University after registering for classes, will I receive a refund?*

A Any student who officially withdraws from The University during the first 10 class days of the fall or spring semester will receive a 100 percent refund (minus a processing fee of \$100 or 5 percent of his or her assessment for tuition, non-resident fee, and housing, whichever is less). There is no refund for courses dropped after the first 10 class days as calculated on campus.

A student who officially withdraws from school before the first class day of the semester will not be assessed the processing fee.

*Q I am confused because the University has two withdrawal dates. Can you explain the difference?*

A It is true that the University has two withdrawal dates. When you ask someone, "What is the last date to withdraw?" be sure the person answering your question knows which date you are asking about. There is a date to withdraw to receive a refund of tuition and fees, and there is a date to withdraw to avoid receiving grades.

The last date to withdraw during the fall or spring semester and receive a refund is the 10<sup>th</sup> class day of the semester. After the 10th class day, there are no refunds.

The last date to withdraw during the fall or spring semester and avoid receiving a failing grade on your transcript is typically the fifth week after the first day of classes.

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

A No. When a student registers for classes, he or she fills that seat in the course. The University makes the assumption that the student is going to attend that class unless he or she officially withdraws from the course. When a student registers for courses at the University, he or she assumes financial responsibility to pay for the courses and assumes responsibility to attend class and to successfully complete the course of study as presented by the instructor.

*Q I have an "Accounts Receivable," or "Bursar Hold" and cannot use priority registration. How can I get it released?*

A 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.

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

A You must complete a Free Application for Federal Student Aid (FAFSA) between January 1, 2011, and June 30, 2012. You may submit it electronically at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The FAFSA must be completed annually.

*Q What is verification?*

A 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.

The federal processor selects approximately 30 percent of students annually. If you are selected for verification, the Office of Financial Aid will request that you complete a verification work sheet and submit tax forms and W-2s to our office. You will be notified by e-mail to pull this form off the Web with instructions on how to access the site.

Completed worksheets must be returned to the Office of Financial Aid confirming household size, untaxed income, and number in college. Signed copies of student (and parent, if applicable) federal tax returns and W-2s should be attached.

*Q What is MTAG?*

A MTAG (Mississippi Tuition Assistance Grant) is a grant of \$500 per year for freshman 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 Pell Grant. One-year Mississippi residency and full-time enrollment are required for this grant.

MTAG applications are available from the Mississippi Office of Student Financial Aid at [www.mississippi.edu/riseupms/financialaid-state.php](http://www.mississippi.edu/riseupms/financialaid-state.php). The submission deadline is September 15.

*Q Can I check my financial aid/scholarship online?*

A Yes! All students must have a WebID to access financial aid awards and information. WebIDs and e-mail will be the primary 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, you may visit the UM Financial Aid Web site and click on "Check your Status!"
- If you are a first-time user, you must go to "Activate Your Account" 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 <https://secure.olemiss.edu/services/fa-index.html>.

**Q** *What is loan entrance counseling?*

**A** 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 loan types, interest rates, and borrower rights and responsibilities. This counseling obligation is online at [www.olemiss.edu/depts/financial\\_aid/loans/enter](http://www.olemiss.edu/depts/financial_aid/loans/enter).

**Q** *What is the process for federal direct student loans?*

**A** Once a student accepts the Direct loan online and completes entrance counseling, the University certifies the student's loan. The student should electronically sign the MPN (Master Promissory Note), then 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.)

**Q** *How do I sign up for direct deposit?*

**A** Sign up for direct deposit online at [www.olemiss.edu/directdeposit](http://www.olemiss.edu/directdeposit). This is the quickest way to get your money.

**Q** *What if I accept a Work-Study position?*

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

**Q** *What is the cost of attendance for undergraduate students for 2011-2012?*

**A** The following chart is based on full-time enrollment for the 2011-2012 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. Please check the UM Registrar's website at [www.olemiss.edu/admissions/tuition/](http://www.olemiss.edu/admissions/tuition/) for more updated costs.

**To check and accept your financial aid awards online, please visit: [www.olemiss.edu/depts/finaid/](http://www.olemiss.edu/depts/finaid/). For more information, call the toll free, Nationwide Help Line at 800-891-4596.**





## 2016-2017 Academic Year Tuition Costs

	<b>Resident</b>	<b>Non-resident</b>
Undergraduate (per credit hour)	\$ 318.50	\$ 913.00
Graduate (per credit hour)	\$ 424.50	\$ 1,217.25
Undergraduate (three-credit course)	\$ 955.50	\$ 2,739.00
Graduate (three-credit course)	\$ 1,273.50	\$ 3,651.75
Late registration fee for enrollment after start of class	\$ 100.00	\$ 100.00

### Full-time Fees

	<b>Resident</b>	<b>Non-resident</b>
Undergraduate (full time 12-19 hours)	\$ 3,822.00	\$ 10,956.00
Graduate (full time 9-13 hours)	\$ 3,820.50	\$ 10,955.25

### Other Fees

Technology Fee*	\$ 100.00	\$ 100.00
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\*Online classes will be assessed a technology fee of \$33.33 per credit hour, typically (\$100.00 per 3-hour course).

Capital Improvement Fee**	\$ 50.00	\$ 50.00
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\*\*This fee will be assessed for improvements at the campus you attend.

This fee is charged each semester and will be prorated for less than full-time enrollment.

\*\*\*Please note that other fees may apply for adding or dropping classes after the Add/Drop date.

Please see the academic calendar for these dates\*\*\*

### Satisfactory Academic Progress

Federal Title IV student aid recipients must maintain satisfactory academic progress. In order to continue to be eligible to receive assistance, undergraduates must average passing 67 percent of all hours they attempt and achieve the following cumulative grade-point averages: 1.8 GPA for 31-60 attempted hours and 2.00 GPA for 61+ attempted hours. Hours are based on the combined total hours at The University of Mississippi and other institutions. The cumulative GPA is based on course work at The University of Mississippi only. Undergraduates may no longer be eligible to receive aid once they have attempted 190 total hours.

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. Students placed on financial aid suspension are ineligible to receive any federal student aid funds.

Students who fail to maintain satisfactory academic progress may submit an appeal online to the Office of Financial Aid citing any special or mitigating circumstances they believe should be considered. Students submitting successful appeals are placed on financial aid probation and allowed to receive federal student aid for one semester. Each successful appeal includes academic requirements that must be met to receive aid beyond the one semester. Students denied aid for failure to meet these satisfactory academic progress requirements may re-establish eligibility once they meet the requirements.

The UM Financial Aid appeal website, and information is located at:  
[http://www.olemiss.edu/depts/financial\\_aid/online/AppealIntro.html](http://www.olemiss.edu/depts/financial_aid/online/AppealIntro.html).



Scholarship and state grant programs have differing requirements for continuing eligibility. Contact the UM Financial Aid office at [finaid@olemiss.edu](mailto:finaid@olemiss.edu).

### **Student Disability Services**

Contact Stacey Reycraft, Director at (662) 915-7128 or [sds@olemiss.edu](mailto:sds@olemiss.edu).

The University of Mississippi is committed to ensuring equal access to an education for enrolled or admitted students who have verified disabilities under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA).

The Office of Student Disability Services (SDS) provides reasonable classroom accommodations to verified students with physical and nonphysical disorders. University policy calls for accommodations to be provided on an individual and flexible basis. It is the responsibility of students with disabilities to seek available assistance from the University by contacting SDS in a timely manner. A student request for reasonable accommodations/ modifications intake form must be completed and current documentation from a licensed health-care professional submitted before eligibility for accommodations can be confirmed. For a copy of the intake form or for additional information, contact the disability specialist at the SDS office. Information and copies of the intake application can also be found on the SDS Web site at [www.olemiss.edu/depts/sds/](http://www.olemiss.edu/depts/sds/).

The Executive Director, EO/RC also coordinates complaints regarding the Americans with Disabilities Act (ADA) and Title IX of the Education Amendments.

### **Equal Opportunity and Regulatory Compliance**

Becki Bressler, Executive Director at (662) 915-7735 or [eeo@olemiss.edu](mailto:eeo@olemiss.edu).

The University of Mississippi does not discriminate against any student based on race, color, religion, sex, national origin, handicap status, age, veteran status, or sexual orientation. The University of Mississippi is committed to fostering an environment that prevents sexual harassment of students. The University's Sexual Harassment Policy covers the relationship between a faculty member and a student when the faculty member has a professional responsibility 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 Executive Director of Equal Opportunity and Regulatory Compliance. If informal resolution is not possible, the complaint procedure outlined in the University's current Sexual Harassment Policy will be followed. University policy prohibits retaliation against any complainant or witnesses involved in an investigation.

For more information about the University's policies on affirmative action and sexual harassment, see the University's policy directory located: <https://secure4.olemiss.edu/umpolicyopen/ShowDetails.jsp?istatPara=1&policyObjidPara=11079533> or call (662) 915-7735.

The Executive Director, EO/RC also coordinates complaints regarding the Americans With Disabilities Act (ADA) and Title IX of the Education Amendment.

### **Ole Miss Men's and Women's Athletics Information (on the UM-Oxford Campus)**

#### **PURCHASING TICKETS:**

All UM students may purchase tickets online at [www.olemisssports.com](http://www.olemisssports.com). Click on the "TICKETS" link in the upper right corner of the page.

More Ole Miss sports teams and other information can be found online at [www.olemisssports.com](http://www.olemisssports.com).

## **Glossary of Terms used 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 University students after the close of each semester. Students may access midterm and final grades using their Web ID at [www.olemiss.edu/services](http://www.olemiss.edu/services).

**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!

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

It is your responsibility to join in whenever you hear the Ole Miss faithful yell, “Are You Ready?”

**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:** Built in 1846, the oldest building on campus; now serves as the main administration building.

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

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

**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 <http://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.

**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, 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 Rebel 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.



## **THE CREED OF THE UNIVERSITY OF MISSISSIPPI**

The University of Mississippi is a community of learning dedicated to nurturing excellence in intellectual inquiry and personal character in an open and diverse environment.

As a voluntary member of this community:

I believe in respect for the dignity of each person.

I believe in fairness and civility.

I believe in personal and professional integrity.

I believe in academic honesty.

I believe in academic freedom.

I believe in good stewardship of our resources.

I pledge to uphold these values and encourage others to follow my example.