Welcome to Spring Orientation 2018

8:00 to 8:30 a.m. Check-In at Orientation Headquarters and Coffee
During check-in, meet a representative from the Student Health Center to hand in your Immunization Form. Should you have any questions throughout the day, please stop by Orientation Headquarters, located at the Orientation Check-In area. The Peer Advisors (PAs) and our Academic and Advising Services team are happy to assist you!

8:30 to 8:45 a.m. Welcome and Overview of the Day
We’re glad you’re here! Members of the Mercer community will welcome you and outline today’s schedule.

8:45 to 9:15 a.m. Campus Involvement and Engagement
Discuss the student benefits of campus engagement, ask questions, and connect with the Mercer community.

9:15 to 10:00 a.m. Student Health and Safety Panel
Discuss the support systems put in place that prioritize student health and safety.

10:00 to 10:10 a.m. Coffee Break
Refill your coffee and prepare for the remaining morning sessions.

10:10 to 10:30 a.m. ‘Feed the Bear’ with Dining Services
Learn about Mercer meal plans, dining dollars, and Bear Bucks that keep each Mercer Bear fed and nourished.

10:30 to 10:45 a.m. Academics at Mercer Roundtable
Hear tips for academic success in utilizing the Academic Resource Center, Academic and Advising Services, Starfish, your academic advisor, and Mercer technology resources.

10:45 a.m. to noon Meetings with Deans
Students and families meet with a representative from their college or school to discuss academic requirements.

Noon to 1:30 p.m. Lunch
Students and guests can exchange their meal ticket for lunch anytime during this timeframe. Additionally, during lunch, visit with representatives from the Registrar’s Office and hand in your FERPA form.

12:30 to 1:00 p.m. Placement Exams
If you have been advised to take the math (MPE) and/or foreign language (FLPE) exam(s), please do so today.

1:00 to 3:00 p.m. Academic Advising Appointments Begin
You’ll have the opportunity to review your Spring 2018 course schedule with an academic advisor and adjust accordingly.

1:00 to 1:15 p.m. Student Identification Cards Made
Depart from Penfield Hall Large Room
PAs depart every thirty minutes to take students to have their Bear Card made with Auxiliary Services.

1:15 to 3:00 p.m. Campus Tours
Depart from Penfield Hall Large Room
PAs walk you through the buildings you will utilize throughout the spring semester based upon your course schedule.

1:30 to 3:00 p.m. Parking Decals
Depart from Penfield Hall Large Room
PAs depart every thirty minutes to escort you to Mercer Police for your parking decal. Note: Be sure to know your make, model, year, and license plate of your vehicle for a decal. Residential students will also need to know their Spring 2018 housing location to complete the decal registration process.

1:00 to 3:00 p.m. “Haven” Online Course
Stetson Hall, Room 133
If you have not already completed the MANDATORY “Haven: Understanding Sexual Assault” course, please do today.

1:30-2:00 & 2:00-2:30 p.m. Pre-Health Program Information
Academic and Advising Services Classroom, Penfield Annex
If you are interested in pursuing any of Mercer’s Pre-Health Professions tracks, learn more about your academic responsibilities.

At the end of your day Residential Student Check-In with Residence Life
Connell Student Center, Third Floor
Students living on-campus for the Spring semester will check-in with the Office of Residence Life.

Open until 4:30 p.m. Campus Business
Throughout Campus
Campus offices are available to answer questions and provide further information to aid in your transition to Mercer.

Office of Access and Accommodation (Accommodation Requests): Connell Student Center, Third Floor
Barnes & Noble at Mercer University (Textbooks and Mercer Gear): Mercer Village
Office of the Bursar (University Bill, Payment Plans, and Health Insurance Waivers): Ryals Hall, First Floor
Office of Financial Planning (Scholarships and Financial Aid): Connell Student Center Breezeway, Lower Level
Office of the Registrar (FERPA Form, Transcript Evaluation, and Equivalencies): Langdale Hall, First Floor
Student Health Center (Immunization Form): Medical School Building, First Floor
CAMPUS INVolVEMENT

CAMPUS LIFE
studentaffairs.mercer.edu/campuslife
campuslife@mercer.edu
Located in Connell Student Center, Third Floor
(p) 478.301.2868

Campus Life supports over 140 student organizations focused on leadership, academics, media/arts, special interests, multicultural awareness, athletics, service, religious life, and social-Greek opportunities.

Every week, the student programming board, QuadWorks, offers a variety of events. In the Spring, QuadWorks also hosts a large music festival called Bearstock. Visit and like @QuadWorks, @mercercampuslife, and @merserve on Facebook for updates and announcements!

COMMUNITY ENGAGEMENT (CCE)
mercer.edu/volunteer
volunteer@mercer.edu
Located in Connell Student Center, Third Floor
(p) 478.301.2870

Mercer students have opportunities to serve and become advocates for positive change in literacy and education, healthcare and wellness, neighborhood revitalization, youth programs, legal advocacy, nonprofit management, disability access, homelessness, family self-sufficiency, elder care, and many other areas of need. In addition to connecting individual students with service opportunities, the CCE is home to MerServe, the student service programming board.

GREEK LIFE
mercer.edu/greek
greeklife@mercer.edu
Located in Connell Student Center, Third Floor
(p) 478.301.2868

Social-Greek organizations play a vital role in creating a vibrant student experience. 24% of our student population belongs to a Greek organization. Greeks participate in events on and off campus and host a number of philanthropic initiatives each year that raise close to $55,000.

Panhellenic Council
Alpha Delta Pi, Alpha Gamma Delta, Phi Mu, & Chi Omega

National Panhellenic Council
Alpha Kappa Alpha, Delta Sigma Theta, Zeta Phi Beta, Kappa Alpha Psi, Omega Psi Phi, & Phi Beta Sigma

Interfraternity Council
Alpha Tau Omega, Kappa Alpha, Kappa Sigma, Lambda Chi Alpha, Pi Kappa Phi, Phi Delta Theta, Sigma Alpha Epsilon, & Sigma Nu

REC SPORTS & INTRAMURALS
studentaffairs.mercer.edu/recreationsports
Located in the University Center
(p) 478.301.5153

Rec Sports and Wellness has four major program areas: Aquatics, Student Fitness/Wellness, Sport Clubs, and Intramural Sports. Each give students, faculty, and staff the opportunity to participate in a variety of interests. Additionally, Mercer Outdoors provides outdoor travel opportunities, such as a canoeing trip and high ropes course!
The Student Handbook assists you in understanding what is expected of you and helps you adjust to college life. It is intended to be a brief summary of just some of the key information, policies, and procedures that we believe Macon undergraduate students should be aware of. The University Catalog (see page 8 of your Bear Facts) provides more complete information on these and other major policies and procedures affecting students. In addition, the University Catalog, your Housing contract, and other official University publications are also important references which, when taken as a whole, provide you with a complete picture of these expectations and resources. Be aware that policies are subject to change, so it is important that you familiarize yourself with the regulations and policies governing student conduct on a regular basis.

**MERCER POLICE**

police.mercer.edu
mercerpolice@mercer.edu
(p) 478.301.HELP (4357)

Mercer Police officers are certified by the state of Georgia and are always on duty to ensure Mercer is a safe place for students, faculty, staff, visitors, and their property. Please program Mercer Police’s telephone number into your phone in case you need to reach them quickly. Mercer Police is also responsible for parking and traffic enforcement. Remember to get your free parking decal today!

**RESIDENCE LIFE**

studentaffairs.mercer.edu/housing
residencelife@mercer.edu
Located in the Connell Student Center, Third Floor
(p) 478.301.2687

Residence Life supports students while they live in the residence halls, promoting the development of close relationships with diverse individuals while enhancing student leadership skills and personal responsibility. Residence halls are staffed by Resident Assistants (RAs) who live on each floor.

**COUNSELING & PSYCHOLOGICAL SERVICES (CAPS)**

studentaffairs.mercer.edu/counseling
Located behind MEP Residence Hall
(p) 478.301.2862

Whether students are going through a tough time, feeling overwhelmed by school and/or life, or just need someone to talk to, CAPS is available to offer assistance. All services are free for enrolled students. CAPS staff maintain confidentiality, unless danger to self or others is present. For those students who experience situations related to Title IX, CAPS therapists are not mandated reporters and serve as a confidential resource.

**STUDENT HEALTH CENTER (SHC)**

shc.mercer.edu
shcmacon@mercer.edu
Located in the Medical School Building, First Floor
(p) 478.301.2696 | (f) 478.301.2116

Mercer’s SHC provides health services for all Mercer students, regardless of insurance coverage. The SHC is considered the primary healthcare provider for students who have the school insurance. Students with this insurance should contact the SHC if appointments or referrals are needed (prior to seeking other medical attention unless after hours or in cases of emergency).

**TITLE IX**

TitleIX.mercer.edu
TitleIX@mercer.edu
(p) 478.301.2788

Our Title IX Coordinator partners with other resources to promote a healthier and safer campus environment for everyone. **ALL students are required to complete the “Haven: Understanding Sexual Assault” course** as a way to approach the interconnected issues of substance abuse, sexual violence, and unhealthy relationships through a variety of realistic scenarios and guided self-reflection.

Your “Haven: Understanding Sexual Assault” course must be completed before beginning classes at Mercer.
IMPORTANT DOCUMENTS
IMMUNIZATION FORM

to the Student Health Center (SHC)
shc.mercer.edu
shcmacon@mercer.edu
Located in the Medical School Building, first floor
(p) 478.301.2696 | (f) 478.301.2116

The Immunization Form is required for all students. It must be completed and signed by the student and returned to the SHC along with an official copy of the student’s immunization (vaccine) record. All documents should be turned in before semester classes begin. Students are encouraged to keep a copy of the documents for their personal records.

The form must be returned to the SHC. This may be done in person, via e-mail, mail, or fax (all are listed on the form). To obtain a copy of the immunization form, go to shc.mercer.edu for the Macon campus and click on the “Immunization” link.

STUDENT HEALTH INSURANCE WAIVER
bursar.mercer.edu/studentinsurance

All students are required to have health insurance coverage and are billed for the cost of CORE health insurance coverage based on age-banding. If you already have coverage under another policy and do not want to pay for the University-approved health coverage, you must complete the health insurance waiver process by January 26, 2018. Once your waiver has been submitted and approved, your charge is removed. You will complete the waiver again for each semester of enrollment.
MAKING THE MOST OF

CAMPUS SERVICES

FEED THE BEAR

DINING SERVICES
mercercdining.com
campusdish@mercer.edu
Located in the Connell Student Center
(p) 478.301.2925

Meal Memberships are available to all students. Each Meal Membership comes with a predetermined balance of Dining Dollars between $50 and $400. These are also loaded onto your Bear Card. The minimum Meal Membership required is determined according to completed hours as stated in the Meal Membership contract. Students with a First-Year (0-29 hours), Sophomore (30-59 hours), and Junior (60-89 hours) academic status are required to purchase a meal plan REGARDLESS OF CAMPUS HOUSING— including the Lofts and apartments. Students under 30 credit hours are autoassigned an Unlimited Meal Membership. As long as the student is officially registered for class, the contract is binding for the entire academic year, unless a change in class level occurs or the student is officially released from their housing contract. Should either occur, the student must submit a “Request to Change Meal Membership” form to Auxiliary Services for approval.

BEAR BUCKS
bearcardoffice.com

Your Bear Bucks account – a prepaid, stored-value account that’s part of your Bear Card – is the convenient, cashless way to pay for your purchases on campus and at a variety of off campus locations. The area’s most popular local businesses accept Bear Card, and you can use it to pay for school supplies, restaurants, delivery, and more. Check out the website for a complete list of merchants who accept the Bear Card. To use it, simply deposit money into your Bear Bucks account and the balance will decline with each purchase you make.

OFFICE OF STUDENT EMPLOYMENT
mercer.edu/workstudy
Located in the Breezeway, Connell Student Center
(p) 478.301.5388 | (f) 478.301.2671

Student Employment is dedicated to assisting students with part-time employment opportunities. Browse the online job board or receive a Jobmail e-mail each time an employer submits a job post. Apply to positions following the instructions. Keep a log of positions for which you’ve applied and who you should contact for more information. To complete the new hire process, a student must provide an approved document on the I-9 form to Student Employment.

AUXILIARY SERVICES
auxiliary.mercer.edu
auxserv@mercer.edu
(p) 478.301.2741

Auxiliary Services provides students with their Bear Card, manages Bear Bucks accounts and Meal Memberships, oversees campus dining locations, and coordinates Mail and Document Services.

WELLS FARGO AND BEAR CARDS
Wells Fargo: Mulberry Street Branch
(p) 478.750.2021

Bear Cards can be linked to your FREE Wells Fargo Student Checking account. Students can enjoy several banking conveniences both on and off campus.

MAIL SERVICES
maconmail@mercer.edu
(p) 478.301.4170

All students have a Mercer University post office box to receive mail from places both on and off campus. Students are notified of packages ready for pick up from the Auxiliary Services building via e-mail. Mail Services also does USPS services (including stamps), UPS shipping, and FedEx shipping. Mail can be sent to you at the following address:

YOUR NAME
YOUR MU BOX #
1501 Mercer University Dr.
Macon, GA 31207

DOCUMENT SERVICES
maconcopy@mercer.edu
(p) 478.301.2679

Document Services can provide black and white copying, color copying, wide format/oversized printing, banner printing, laminating, binding, folding, scanning, and faxing.
ACADEMIC RESOURCES

THE ACADEMIC RESOURCE CENTER
arc.mercer.edu
arc@mercer.edu
Located in the Breezeway, Connell Student Center
(p) 478.301.2669

Tutoring
• Drop-in tutoring Sunday through Thursday 6:00 p.m. to 9:00 p.m.
• Math and Writing tutoring available every night
• A variety of disciplines offered
• Tutoring schedules available on website
• Possible employment opportunity as a tutor

Supplemental Instruction (SI)
• Accounting (ACC 204 & 205)
• Chemistry (CHM 112 & 222)
• Economics (ECN 150 & 151)
• Physics (PHY 141, 142, 161, & 162)
• SI schedules available on website
• Possible employment opportunity as an SI leader

Instruction and Study Help
• College study skills courses (LSK 185 & 186)
• Textbooks available in-house for many courses
• Workshops on a variety of study skills topics

Student-Athlete Affairs: Athletics Advisor
• Academic guidance and support for student athletes

ACCOMMODATIONS

ACCESS & ACCOMMODATION
mercer.edu/ACCESS
johnson_kc@mercer.edu
Located in the Connell Student Center, Third Floor
(p) 478.301.2778 | (f) 478.301.2127

This office provides Accessibility, Consultation, Collaboration, Education, Support, and Services (ACCESS) and accommodations to ensure access to programs and services for students and visitors with disabilities as required under Rehabilitation Act Section 504 and the ADAAA.

If you had a 504 Plan or IEP in high school or currently have a severe and/or chronic medical, sensory, or psychological disorder that requires accommodations in the classroom, with testing, or for campus housing, you must contact ACCESS to submit your request for accommodations. Contact ACCESS if you have a mobility impairment and are concerned about access to classrooms or housing. Disability Verification Forms, the Process Overview, Student Responsibilities, and Mercer’s ADAAA/504 policies and procedures can be found on the ACCESS website.

CLASS TEXTBOOKS

BARNES & NOBLE BOOKSTORE AT MERCER UNIVERSITY
shopmercerbears.com
Located in Mercer Village
(p) 478.301.2945

In many cases, you will leave Spring Orientation with your course schedule. Although this schedule could change, you might want to purchase Spring textbooks before classes begin for the semester. To find your textbooks, sign into your MyMercer account and locate the “Barnes & Noble (Macon)” tile on your homepage. Select “order textbooks” and choose your term. This will redirect you to the Barnes & Noble website that automatically pulls your schedule and lists required textbooks for each course.

PRE-HEALTH TRACKS

PRE-HEALTH PROGRAMS
aas.mercer.edu/pre-professional-tracks/
bokros_c@mercer.edu
Located in Penfield Hall Annex
(p) 478.301.2078

Guidance and support is available for students who plan to attend professional or graduate school for one of the health professions after completing their undergraduate studies. Dr. Carol Bokros within Academic and Advising Services offers track handbooks, workshops, guest speakers, and information dissemination through newsletters, e-mails, and social media to help pre-health students build their portfolios.

Review your track handbook on the Pre-Health website. You will also receive your track’s handbook and narrated orientation powerpoint via e-mail. Read your track handbook before making an appointment with Dr. Bokros!
INFORMATION TECHNOLOGY (IT) HELP DESK
it.mercer.edu
helpdesk@mercer.edu
Located in Tarver Library, second floor
(p) 478.301.7000

Information Technology (IT) supports, develops, and maintains the IT environment. Mercer IT can assist you with wired/wireless network access, computer recommendations, problem evaluation, and e-mail access.

MERCER E-MAIL ACCOUNT
mercerlive.mercer.edu
It is important that you check your Mercer e-mail account on a frequent and regular basis since time-sensitive and confidential information will be sent to this e-mail address while you are enrolled as a student. Visit the IT website to learn how to install your Mercer e-mail on a smartphone or device. NOTE: Your MyMercer, MercerLive e-mail, Canvas, wireless network, and on-campus computer passwords are all the same, so if one changes, all change.

MYMERCER
my.mercer.edu
MyMercer is a website that allows students to manage their schedules, view grades, manage financial aid, pay tuition, apply for campus housing, and much more.

CANVAS
canvas.mercer.edu
Canvas is an online course system that supports supplementary learning tools in an online environment. You can download course materials (e.g., course syllabi), view course announcements, review course calendars, track grades, or participate in online discussions. Access Canvas through the Mercer User Login at canvas.mercer.edu.

YOUR MYMERCER RESOURCES
MERCER E-MAIL ON-THE-GO

YOUR E-MAIL ON AN APPLE DEVICE
From the home screen, select the Settings icon.
Select Mail, Contacts, Calendars.
Select Add Account.
Select Microsoft Exchange.
Enter the following information:
Email: Your Mercer E-mail Address
Domain: outlook.com
Username: Your MUID@live.mercer.edu
Password: Your MercerLive password
Description: Mercer Email
Click Next, located at the top of the screen.
Enter the following in the Server field:
outlook.office365.com
Click Next, located at the top of the screen.
Configure the Mail, Calendar, and Contacts settings.
Click Save, located at the top of the screen.

YOUR E-MAIL ON AN ANDROID DEVICE
From the home screen, open the list of applications.
Select Settings.
Select Accounts, My Accounts, or Accounts & Sync.
Select the option to add an account.
Select Corporate Sync, ActiveSync or Exchange.
Enter the following information:
Email: Your Mercer E-mail Address
Domain: outlook.com
Username: Your MUID@live.mercer.edu
Password: Your MercerLive password
Description: Mercer Email
Server: outlook.office365.com
Enable the options to use SSL and to accept all certificates.
Disable client-side certificates.
Click OK to any security warnings or prompts.

SPRING 2018 ACADEMIC CALENDAR
as published by the Registrar’s Office
registrar.mercer.edu/macon/calendars

• FIRST DAY OF CLASS: Monday, January 8
• LAST DAY FOR DROP/ADD: Friday, January 12
• MARTIN LUTHER KING, JR. HOLIDAY: January 15
• MIDTERM: Tuesday, February 27
• SPRING BREAK: March 5-9
• LAST DAY FOR COURSE WITHDRAWAL: March 22
• GOOD FRIDAY HOLIDAY: Friday, March 30
• LAST DAY OF SPRING CLASSES: Friday, April 27
• FINAL EXAMS: April 30-May 5

2017-2018 UNIVERSITY CATALOG
registrar.mercer.edu/macon/catalogs.cfm
registrar@mercer.edu
(p) 478.301.2680 | (f) 478.301.2455

The University Catalog outlines the academic policies and procedures for students who enter the University during the 2017-2018 academic year. The catalog lists academic requirements and course descriptions of classes needed to complete academic programs, majors, and certifications within our six colleges and schools. These colleges and schools are the College of Liberal Arts, Stetson School of Business, School of Engineering, Tift College of Education, Townsend School of Music, and College of Health Professions.

STUDENT RECORDS RELEASE AUTHORIZATION

to the Registrar’s Office
registrar.mercer.edu
registrar@mercer.edu
(p) 478.301.2680 | (f) 478.301.2455

The Family Educational Rights and Privacy Act (FERPA) was enacted to give students access to their education records and to protect their privacy. Unless a student is documented as legally dependent, the University is prohibited by FERPA from releasing student account information to a parent or guardian or other unauthorized third party without the student’s consent. Students who wish to grant access to an authorized individual should complete and submit the Student Records Release Authorization to the Registrar’s Office before Mercer can discuss any academic and/or financial information with a parent or guardian.
TODAY’S ADVISING APPOINTMENT

REVIEWING YOUR SCHEDULE
While at Spring Orientation, you meet one-on-one with an academic advisor from your academic college or school. During this advising appointment, you will review and finalize your Spring course schedule. Please note: final transcripts must be received from any previous college(s) and/or school(s) for transfer equivalencies to be applied to your record. If you have not done so already, send final transcripts to the Office of the Registrar. You can view your accepted transfer credit on your MyMercer account under “My Grades” tab and the “Transfer Term” pull down menu.

PLACEMENT EXAMS

FOREIGN LANGUAGE
If you studied a particular language for two or more years and wish to exempt your college or school’s foreign language requirement or desire to continue studying this language, take the foreign language placement exam at orientation or during the first week of classes. The placement exam takes approximately thirty minutes and consists of multiple choice, reading, grammar, and vocabulary questions. Note: The School of Engineering, Tift College of Education, and the College of Health Professions do not have a foreign language requirement. If you desire to start a new foreign language at Mercer, you do not need to complete the placement exam.

MATH
If your anticipated major requires calculus or chemistry and you have not previously completed a math course at your former institution, consider taking the thirty minute math placement exam at orientation or during the first week of classes to determine your future placement in a math course.
TAKING CARE OF THE BEAR

NECESSITIES

AUTORIZED PAYER
If you would like your parents/sponsors to have access to your bill and/or make payments on your account, please enroll them as authorized payers. To do so, login to your MyMercer portal and choose “Manage My Account.” Select “Add an Authorized Payer” from the home screen and follow the steps to complete the enrollment. Parents/sponsors must confirm their account and complete the registration process before they earn access to view your account and make payments.

FINANCIAL NOTES

BURSAR’S OFFICE
burser.mercer.edu
burser@mercer.edu
Located in Ryals Hall
(p) 478.301.1111

TUITION
The Office of the Bursar handles online payment plans, Bear Card transfers, and tuition bills for all Mercer students. Your bill, authorized payer information, and direct deposit options can be located in your MyMercer portal under the link “Manage My Account.”

Bills will become available approximately 30 days before the start of the semester. Bill notifications will be emailed to your Mercer e-mail address at that time. Your account balance is due by the first day of class.

PAYMENT PLANS
paymentplans@mercer.edu
(p) 478.301.2662

Mercer University offers you the option to spread out payment of your direct charges over multiple months. Plan benefits include easy online enrollment, flexible payment options, and no interest charges.

Two Available Payment Methods:
• Electronic check or check in-hand (no fee)
• Credit/debit card (additional fee assessed)

Applicable Fees:
• $40-$50 enrollment fee per semester, based on plan
• $30 returned payment fee if payment is returned
If the down payment or enrollment fee is returned for any reason, the payment plan agreement is terminated.

Steps To Enroll:
• Login to MyMercer portal
• “Manage My Account”
• “Set Up a Payment Plan” and follow the steps on the screen

PAYMENT PLAN ENROLLMENT
Payment plans are available through MyMercer. You should enroll in a payment plan prior to the first day of class.
## Your Checklist

### 1. Hand in Forms to Offices
- **Student Records Release Authorization**
  - to the Registrar’s Office | registrar@mercer.edu
- **Immunization Form**
  - to the Student Health Center (SHC) | shmacon@mercer.edu

### 2. Submit Final High School or College Transcripts
- **Registrar’s Office**
  - 1501 Mercer University Drive, Macon, GA 31207
  - All students must have final transcripts on file with Mercer’s Registrar’s Office. Accepted transfer credit can be viewed on your MyMercer account under “My Grades.”

### 3. Purchase Books
- **Mercer Bookstore**
  - shopmercerbears.com
  - Located in Mercer Village
  - (p) 478.301.2945
  - Utilize the Barnes & Noble at Mercer University Bookstore to see about textbooks. To find your textbooks via MyMercer, locate the “Barnes & Noble (Macon)” box on your homepage.

### 4. Plan for Your Bill
- **Payment Options**
  - bursar.mercer.edu | bursar@mercer.edu
  - (p) 478.301.1111
  - Bills are posted electronically to your MyMercer account approximately 30 days before the start of the semester. Check your Mercer e-mail for notifications. Your account balance is due by the first day of class. Find Payment Plan information online.

### 5. Use Your Mercer Technology
- **Mercer E-mail**
  - mercerlive.mercer.edu
  - Mercer offices will communicate with you using this e-mail.
- **MyMercer Account**
  - my.mercer.edu
  - Sign up for “Authorized Payer,” check your bill, and more.

### 6. Discuss Health Insurance
- **Student Health Insurance & Waiver**
  - bursar.mercer.edu/studentinsurance
  - If you already have coverage under another policy and do not want to pay for the University approved health coverage, complete the health insurance waiver process by January 26, 2018.

### 7. Obtain Spring Resources
- **Spring Parking Decal**
  - with Mercer Police | Mercer Police Building
  - Know your vehicle and license plate information and Spring housing location to obtain your decal.
- **MU Box**
  - with Mail Services | Connell Student Center

### The Spring Bear Facts
- Provided by the Office of Academic and Advising Services
  - aas.mercer.edu | academicservices@mercer.edu | (p) 478.301.2078