TODAY’S ADVISING APPOINTMENT

REVIEWING YOUR SCHEDULE
While at Summer Orientation, you meet one-on-one with an academic advisor from your academic college or school. Navigate this advising appointment independently as an opportunity to take ownership of your academic experience. Mercer typically receives official AP scores in July and adds these scores to students’ records upon receipt. Adjustments to students’ class schedules are made based on course credit awarded for acceptable scores. You will have the opportunity to finalize your fall course schedule at Bear Beginnings in August.

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 Summer Orientation or Bear Beginnings. 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 in college, you do not need to complete the placement exam.

MATH
If your math index is 949 or below and your anticipated major or track requires calculus or chemistry, take the thirty minute math placement exam at Summer Orientation or Bear Beginnings to determine your level of math readiness.
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 available every night
• A variety of disciplines offered
• Tutoring schedules available on website
• Possible employment opportunity as a tutor

Supplemental Instruction (SI)
• Chemistry (CHM 111 & 221)
• 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
• An athletics advisor provides academic guidance and support for student athletes.

ACCOMMODATIONS

ACCESS & ACCOMMODATION
mercer.edu/ACCESS
loyd_a@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 Summer Orientation with your fall course schedule. Although this schedule could change, you might want to purchase fall textbooks before returning to campus in August. To find your textbooks, sign into your MyMercer account and locate the “Barnes & Noble (Macon)” box 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.

Additionally, all new students have the opportunity to continue a Mercer tradition of reading Ferrol Sams’ The Whisper of the River, a work of regional fiction based loosely on Sams’ experience at Mercer University.

PRE-PROFESSIONS

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.

You will receive your track’s handbook and narrated orientation powerpoint via e-mail in August. Be sure to read your track handbook and watch the orientation powerpoint before making an appointment with Dr. Bokros!
Mercer Police officers are certified by the state of Georgia and act as the protective arm of Mercer University. Please program their telephone number into your phone in case you need to reach them quickly. Officers are always on duty to ensure Mercer is a safe place for students, faculty, staff, visitors, and their property. Mercer Police is also responsible for parking and traffic enforcement. Remember to get a free parking decal when you begin class in the fall.

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.

The Student Health Center (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 Student Health if appointments or referrals are needed (prior to seeking other medical attention unless after hours or in cases of emergency).

Hours of Operation:
Fall and Spring Semesters: 8 a.m. til 5 p.m., Monday-Friday

SHC is staffed by:
• one full-time Registered Nurse who sees patients daily
• one full-time Nurse Practitioner who sees patients daily by appointment or walk-in, if open time slots are available
• one part-time Family Medicine Medical Doctor
• one part-time Obstetrics/Gynecology Medical Doctor

SHC provides health care for acute illnesses and injuries, allergy injections, immunizations, women’s health, and health education. Some students may be referred, depending on the illness/injury, at the discretion of the SHC staff. All visits to the SHC are confidential. No information will be released to anyone without the written consent of the student.

SHC does not provide medical excuses for missed classes, exams, or assignments. In the event that a student needs to miss class due to an illness, injury, or emergency, the SHC recommends that the student notify professors directly, prior to the absence.

To ensure Mercer is making every effort to fully address the issues of sexual assault and other forms of sexual violence, our Title IX Coordinator partners with other resources to promote a healthier and safer campus environment for everyone. First-year students are required to complete the MANDATORY Campus Clarity online 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.
IMPORTANT DATES

FALL 2017 ACADEMIC CALENDAR
as published by the Registrar’s Office
registrar.mercer.edu/macon/calendars

- BEAR BEGINNINGS: August 19-21
- FIRST DAY OF CLASS: Tuesday, August 22
- LAST DAY FOR DROP/ADD: Friday, August 25
- LABOR DAY HOLIDAY: Monday, September 4
- FALL BREAK: October 5-6
- MIDTERM: Wednesday, October 13
- THANKSGIVING BREAK: November 22-24
- LAST DAY OF FALL CLASSES: Friday, December 8
- FINAL EXAMS: December 11-16

IMPORTANT DOCUMENTS

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 the University can discuss any academic and/or financial information with a parent or guardian.

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 the 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 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 September 8, 2017. The waiver process becomes available on Saturday, July 1. Once your waiver has been submitted and approved, your charge is removed.
There are numerous opportunities at Mercer to get involved outside of the classroom. Every week, the student programming board, QuadWorks, offers a variety of events. QuadWorks also hosts a full week of Homecoming activities for all students, as well as a large, spring concert called Bearstock. One of the most active organizations, Mercer Maniacs, is a student-led spirit group dedicated to building spirit and excitement around Mercer athletic events. Make plans to attend Bear Fair on Monday, August 21, in the UC’s Hawkins Arena, to learn more about how to get involved on campus!

Campus Life supports over 140 student organizations including academic, media/arts, multicultural, service, religious, social-Greek, and special interest groups. Campus Life provides students with numerous leadership development opportunities including Leadership Mercer, workshops, and campus speakers, as well as the National Society for Leadership and Success.

Our social Greek organizations play a vital role in creating a vibrant campus and enhancing the 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 (Pan)
Pan Recruitment: September 10-15
Alpha Delta Pi, Alpha Gamma Delta, Phi Mu, & Chi Omega

National Panhellenic Council (NPHC)
NPHC Week: September 25-29
Alpha Kappa Alpha, Delta Sigma Theta, Zeta Phi Beta, Kappa Alpha Psi, Omega Psi Phi, & Phi Beta Sigma

Interfraternity Council (IFC)
IFC Recruitment: September 17-23
Alpha Tau Omega, Kappa Alpha Order, Kappa Sigma, Lambda Chi Alpha, Pi Kappa Phi, Phi Delta Theta, Sigma Alpha Epsilon, & Sigma Nu

Multicultural Greek Council (MGC)
Delta Epsilon Psi & Sigma Sigma Rho

Rec Sports and Wellness is comprised of four major program areas: Aquatics, Student Fitness/Wellness, Sport Clubs, and Intramural Sports. Each gives students, faculty, and staff the opportunity to participate in a variety of interests. Additionally, Mercer Outdoors provides outdoor travel opportunities such as canoeing, ziplining, and skydiving adventures!

Intramurals are open to faculty, staff, and students free of charge. Participants are responsible for signing up and compiling a roster for their team. Sports include basketball, volleyball, flag football, soccer, and more.
Making Connections at the Resource Fair

Campus Offices and Resources

Use this time to prepare for your transition to Mercer in August. If an office that you would like to speak with is not represented at the Resource Fair, a PA is happy to assist and walk with you to their office.

Offices at the Resource Fair:

- Academic and Advising Services
- Academic Resource Center (ARC)
- Athletics
- Auxiliary Services & Cox Cable
- Barnes & Noble Bookstore
- Bear Card Production & Distribution
- Bursar’s Office
- Campus Life & Greek Life
- Center for Community Engagement (CCE)
- Counseling & Psychological Services (CAPS)
- Dining Services
- Information Technology (IT) Help Desk
- International Programs & Study Abroad
- Jack Tarver Library
- Mercer Marching Band
- NewTown Macon
- Office of Student Success
- Office of Student Employment
- Recreation Sports and Wellness
- Registrar’s Office
- Religious Life
- ROTC
- Student Health Center
- Student Insurance Plan (CORE Benefits)
- Student Loans Office
- Student Support Services & Minority Mentor Program
- University Center (UC)
- Wells Fargo

Ideas for Involvement

Notes
TAKING CARE OF THE BEAR

NECESSITIES

Bursar’s Office
bursar.mercer.edu
bursar@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

Financial Notes

Authorized 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.
MAKING THE MOST OF CAMPUS SERVICES

FEED THE BEAR
DINING SERVICES
mercedining.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.

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.

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. E-mail or call to inquire more. To complete the new hire process, a student must provide an approved document on the I-9 form to Student Employment.
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.

ON-CAMPUS HOUSING & RESIDENCE LIFE
studentaffairs.mercer.edu/housing
residencelife@mercer.edu
Located in the Connell Student Center, third floor
(p) 478.301.2687

After all orientations are complete, incoming students will be making their 2017-2018 housing assignment online. Access to the system will be based on the date Admissions received the enrollment deposit. A notification will be sent to the student’s Mercer e-mail stating the exact date and time of their access. Students may select desired roommate(s) IF they have the roommate PIN and know the roommate’s full name to aid in the selection process. Roommate PINs may be reset via MyMercer/Macon Housing if the student has forgotten their PIN. It is necessary to obtain this information prior to accessing the self-assign process. Once the assignment is made, the student will not be allowed back into the system to add a roommate. For this reason, it is important that the student be the one to complete the online room selection process.

FIRST-YEAR RESIDENCE HALLS ROOM DIMENSIONS
campus-living.mercer.edu
Note: Not all rooms are the same. Some layouts may vary.

Plunkett Hall:
Bedrooms - 18’6” x 9’9”

Legacy Hall:
Bedrooms - 16’10” x 14’2”

MEP, Boone Hall:
Bedrooms - 11’8” x 13’6”
Windows - 67.5” w x 64” h

MEP, Dowell Hall:
Bedrooms - 11’8” x 13’6”
Windows - 67.5” w x 64” h

MEP, Porter Hall:
Bedrooms - 11’ x 14’
Windows - 67.5” w x 64” h
You are invited to submit an essay for the First-Year Student Summer Writing Award where a first-year student’s essay will be selected for its outstanding writing and reflection on the summer reading, *The Whisper of the River*. The winner will receive a Barnes & Noble Bookstore gift card, as well as have his or her name added to a plaque of past recipients. Essays are due Monday, July 24, 2017.

Following the Opening Day festivities and Welcome Ceremony on Saturday afternoon, commuter students and families attend a Commuter Program. Residential students can wrap up any loose ends, eat dinner, and say goodbyes to families and guests. The *Bear Beginnings* program begins with the Kick-Off on Saturday evening.

*Bear Beginnings*, your MANDATORY three-day fall orientation program, is designed to help first-year students transition both academically and socially to life at Mercer. Be sure to attend the *Bear Beginnings* Check-In to pick up your FREE Class of 2021 shirt for the class photo! During *Bear Beginnings*, you will finalize your fall schedule, learn of various campus resources, gain an understanding of Mercer’s academic expectations, and attend social events. You will experience *Bear Beginnings* alongside your Peer Advisor (PA), orientation group (O-Group) of fellow first-year students, and academic advisor. Once *Bear Beginnings* is complete, you will remain connected with your PA, O-Group, and academic advisor through University 101 (UNV 101). UNV 101 is a 16-week, 1-credit hour course that discusses important topics, such as study skills, critical thinking, ethics, health, safety, and careers.
SUMMER CHECKLIST

1. **Hand in Forms at the Resource Fair**
   - **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 HS & Any 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.

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. **Pick up a copy of The Whisper of the River for the Summer Essay Contest due July 24.**

4. **Plan for Your Bill**
   - **Payment Options**
     bursar.mercer.edu | bursar@mercer.edu
     (p) 478.301.1111
   - Bills will be 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. **Prepare for Res Life**
   - **Office of Residence Life**
     residencelife@mercer.edu
     (p) 478.301.2687
   - If you are a residential student, you will receive an e-mail from Residence Life with your exact date and time to complete your room assignment online. Make sure you know your roommate’s full name and PIN to complete the process. As you pack for campus, label ALL boxes and bags with your name and room!

7. **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 September 8 (waiver opens July 1).

---

**The First-Year Bear Facts**

Provided by the Office of Academic and Advising Services

aas.mercer.edu | academicservices@mercer.edu | (p) 478.301.2078