

June 13, 2017

Dear Student,

This letter contains information pertinent to moving into your residence hall, opening of school weekend/orientation, and other topics. Please read this letter carefully and keep it for reference.

THINGS YOU NEED TO KNOW – ACTION REQUIRED BY SOME ()**

**** HEALTH SERVICES INFORMATION – **RETURN OF DOCUMENTS REQUIRED****

Please go to www.austincollege.edu, click on Student Life (located in the white banner), then on Health Services/Health Forms in the drop-down boxes for the documents cited below.

1. **Health information- proof of immunization, insurance information, completed health form, and medical authorization form** – will need to be returned to Health Services by July 1, 2017. Returning the information by the deadline will make your check-in process in August much more efficient. If you have questions about any health services related issues, please contact 903.813.2247 or email health@austincollege.edu.
2. **Health insurance** – All students are required to have health insurance. If you have insurance through your parents or another policy, follow the instructions for waiving the policy offered by the College through National Guardian Life Insurance Company (not affiliated with The Guardian Insurance Company.) Students who do not opt out of the College's policy and provide proof of other insurance will automatically be enrolled in the College's insurance and billed. **The deadline to waive or enroll is July 1.** Contact Health Services at 903.813.2247 with questions.
3. **In accordance with State law, prior to attending classes, all students must verify having a meningitis vaccination on or before August 14, 2017.**

****HOUSING CONTRACT/MEAL PLAN AGREEMENT, GENERAL RELEASE, AND THE MYERS-BRIGGS TYPE INDICATOR SELF SCORING TEST BOOKLET.** Please make sure you return this information in a timely manner. If you have questions regarding this information, please contact the Student Life Office at 903.813.2306 or studentlife@austincollege.edu.

****TWO IMPORTANT REQUIRED COURSES TO BE COMPLETED ONLINE BY AUGUST 1**

- (1) **Campus Clarity:** You should have received an email at your Austin College email address from Tim Millerick, Vice President for Student Affairs and Athletics, regarding an online course at Campus Clarity called Think About It. This is an innovative, engaging, informative course designed to promote a healthier and safer campus environment for everyone. In this course, created with students for students, you will examine the interconnected issues of hooking up, substance abuse, sexual violence, and healthy relationships. Required completion by August 1.
- (2) **My StudentBody:** Information about the My Student Body (MSB) Essentials Course was sent the first of June. Please read this information carefully and follow the instructions to complete the required tasks associated with this program by the deadline. Required completion by August 1.

Portal

A "My AC" portal will allow you to access information about opening of school (and later will provide other information throughout the year) in a "one stop shop". The portal contains links to information, eliminating the need for you to go to multiple sites on the AC web page. To access the portal, go to <https://myac.austincollege.edu>. A screenshot is included in this letter to help you navigate the portal. If you have any questions, please call the IT Helpdesk at 903.813.2063. Also, once you get into the portal, if you have a question, you can click on the bottom right of the screen and send a message to the Helpdesk.

EMAIL

If you haven't already done so, please set up your email account so you will be ready for information we will be sending you throughout the summer. Your faculty will use your Austin College email account to communicate with you regarding classes as well.

When do I move in?

You will move into your residence hall on Friday, August 18th between 9AM and 9PM. When you arrive on campus, go directly to your residence hall to receive your key and instructions. There is another brief opportunity to move in on Saturday the 19th, from 8AM – 930AM. However, we urge you to arrive on Friday to get settled before orientation activities begin on Friday.

When do I find out what's going on during orientation?

On Friday from 1-7 PM (and again on Saturday morning from 8-930), you will pick up your orientation material in Mabee Hall on the second floor of the Wright Campus Center. You will receive the **final** schedule for orientation at that time. Representatives from various offices – Financial Aid, Business Office, Student Life, Health Services - will be there to insure that all of your information is accurate and up-to-date. Campus Police will make ID cards and register vehicles and bicycles. If you are on a meal plan, you will use your ID card for meals beginning with breakfast on Saturday.

When do I register for classes?

For students who did not register for classes during the summer, there will be a time during orientation weekend for you to do so. Your mentor will assist you in the advising and registration process. If you have already registered but you have a need to drop and/or add a class, your mentor will assist you with that as well.

You will meet with your mentor over lunch on Saturday, August 19th from Noon -1PM in the Wright Campus Center, Room 254.

Send-off parties

Several alumni and parents are hosting send-off parties for new Austin College students and their families from their areas. Please look over the enclosed list of gatherings, find the one that best meets your needs, and send your RSVP to the email address at the bottom of the list. These events offer you a chance to meet other families from your area.

Enterprise CarShare

Enterprise CarShare, a membership-based car sharing program from Enterprise Rent-A-Car. Enterprise CarShare allows students, faculty, and staff 18 years and older to reserve the use of a vehicle that is parked on campus and available any time. There are stipulations, and details are available at www.EnterpriseCarShare.com.

I hope you are as excited about continuing your college career at Austin College as we are about meeting and getting to know you! If you have any questions, please call my office and speak with me or my assistant, Karen Spore, at 903.813.2228 or kspore@austincollege.edu.

See you in August! Go 'Roos!

Sincerely,

Timothy P. Millerick
Vice President for Student Affairs and Athletics