July 9, 2015

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.

There will be many activities associated with orientation, both for freshmen and parents. The activities for parents will be on Friday and Saturday, and parents will depart campus around lunchtime on Saturday. Parents will receive a separate mailing later this month with schedules for freshmen and parents.

**THINGS YOU NEED TO KNOW!**

**Portal**
A 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](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 Thursday, August 20th 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 Friday, the 21st, from 8AM – 930AM. However, we urge you to arrive on Thursday to get settled before orientation activities begin on Friday at 10AM.

**When do I find out what’s going on during orientation?**
On Thursday from 10–5 (and again on Friday morning from 8-930), you will go to Mabee Hall on the second floor of the Wright Campus Center to pick up your orientation packet containing the final, detailed schedule for the weekend and a nametag which will include the name of your mentor and where you will meet with your C/I group. Representatives from various offices – Financial Aid, Business Office, 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 on Thursday evening at dinner; parents and others not on a meal contract will pay at the door for dinner in the dining hall.

Parents will also check in and receive their orientation materials. The location for parent check-in will be in the main lobby of the Wright Campus Center.

**When do I register for classes?**
For students who did not meet with their mentors and register for classes in May or June, 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.

**Online course through Campus Clarity**
In August, you will receive an email at your Austin College email address from LawRoom University inviting you to complete an online course at Campus Clarity. This is an innovative, engaging, informative course created with students for students. You will examine the interconnected issues of hooking up, substance abuse, sexual violence, and healthy relationships; the course is designed to promote a healthier and safer campus environment for everyone.
Send-off parties
Several alumni and parents are hosting send-off parties for new Austin College students from their areas. Please look over the enclosed list of gatherings and email your RSVP for the one that best meets your needs to the email address at the bottom of the list of parties. These events offer you a chance to meet other students 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.

OTHER MAILINGS YOU HAVE RECEIVED
➢ “The Housing Letter” (sent after you paid your deposit) contains the following: housing/food contract, various informational brochures, General Release, and the Meyers-Briggs Type Indicator Test booklet and answer sheet. If you have questions regarding this information, please contact the Student Engagement, Enrichment, and Development Office at 903.813.2306 or studentlife@austincollege.edu.

➢ Health information (included in “the housing letter”) – proof of immunization, insurance information, completed health form, and medical authorization form. Returning this information during the summer will make your check-in process more efficient. Jennifer Simmons can answer your questions about any health services related issues – 903.813.2247 or jesimmons@austincollege.edu.

➢ Information about the insurance offered by National Guardian Life Insurance Company (not affiliated with The Guardian Insurance Company) - This information included the process for opting out of that coverage if you already have insurance through your parents or another policy. Please make sure you follow the instructions carefully regarding insurance requirements. All students are required to have health insurance coverage.

➢ 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.

I hope you are as excited about beginning your college career at Austin College as we are about meeting you and getting to know you over the next four years! 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