LOOKING FOR SOMETHING TO DO?

Check out all of our events on the online calendar at www.gsw.edu/events and see what’s happening on campus. We have lots of fun things planned for you. So, don’t just stay in your room; come out and join the Campus Activities Board in all the great Fall Programs CAB has planned!

Here’s what CAB has installed for you:
- Movie Night On the Lawn
- Make Your Own Aquarium
- Create Your Name
- Build-A-Bear
- BINGO
- Twitter Scavenger Hunt

PIT Crew (Programmer In Training) Opportunities

Follow us on Facebook/Twitter/Instagram/Snapchat. GSWCAB

Want to be first in line to get all of CAB’s goodies? Then join the PIT Crew to become an elite volunteer who gets all the latest greatest things CAB has to offer. See a CAB member for more information.
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Welcome to Georgia Southwestern State University!

Thank you for choosing to be a part of the GSW family. Georgia Southwestern provides an abundance of opportunities to unlock your fullest potential. We encourage you – our future leaders – to engage in all that our University and community has to offer.

Southwestern is well-known for outstanding academic programs that challenge and prepare students for life after college. Dedicate yourself to your education. The GSW faculty and staff are devoted to teaching and to your overall success. Get to know them, and let them help you succeed. Vibrant, student-centered activities and organizations provide an energetic and well-rounded campus environment. Immerse yourself in campus life and serve others at Southwestern and in the Americus community. GSW also has a legacy of leadership that includes a former U.S. president and first lady, and a former U.S. attorney general. Commit yourselves to helping lead Georgia Southwestern State University to a strong future. Your success is our number one priority.

The “New Student Guide” is a valuable handbook that provides important information about the many opportunities that we offer. I encourage you to explore those that are right for you. These organizations and the activities included provide not only valuable entertainment and educational information but also opportunities to make lifelong friendships. Again, welcome to Georgia Southwestern. I look forward to welcoming you to campus.

Best wishes,
Charles E. Patterson, Ph.D.
Interim President

Welcome to Georgia Southwestern State University! You are about to begin an exciting, new phase in your life. At GSW you will make new friends and have new experiences, but most importantly, you will gain valuable knowledge and skills that will have a positive impact on you and on others, and that you will use for the rest of your life. Your learning at GSW MATTERS!

The good news is that you are completely in control of your learning. Perhaps the biggest transition you face in coming to a university is that faculty will expect you to take charge of your learning. Learning is an active process that requires a great deal of effort on your part. But rest assured that GSW has many support mechanisms to help you be successful. We are a learning community, with high expectations, and confidence in you. The faculty here want and expect you to come see them outside of class. Please see them whenever you are having difficulty in class or if you just want to chat about your future career.

In addition to the faculty, lots of assistance is available to you in the Academic Center for Excellence (ACE). The Writing Center and the Academic Resource Center (ARC) are both housed there. Tutors, counselors, retention coaches, and advisors are there to help you. Just drop in! They will help you with everything from setting up tutoring to exploring housing issues and financial aid. Your peers are another source of assistance. Our residence halls are designed to foster living and learning communities, where you can form study groups so that you can help each other.

With freedom comes responsibility, however; you are in charge of your learning, and it is up to you to attend class and put in the necessary hours of studying. The general rule is for every hour spent in class, you should budget two hours out of class in studying and doing homework. Being admitted to a great university means that you have what it takes to succeed. But you will need to work at it. Perseverance will pay off. Interest, curiosity, and excitement should guide your learning. If there is anything I can do to help you succeed, do not hesitate to come visit me. I wish you great success.

Sincerely,
Dr. Brian U. Adler, Academic VP and Dean of the Faculty
Welcome to Georgia Southwestern State University. We want all of our students to have an exciting, fun, rewarding and successful enrollment at GSW. This is YOUR campus!!!! Our campus is also a community, and this community forms our GSW family. As a member of our GSW family, each of us has a role to play in making GSW successful. Believe me, GSW is not successful if our students are not successful. GSW’s ultimate goals for each student include enhancing your learning skills, helping you to successfully complete your program of study, assisting you in obtaining employment, and helping you to become a responsible citizen. We have many faculty, staff members, administrators, and other students who will help you along the way. Please remember that your top priority should be your academic studies. We also have many student organizations, and we hope you will find one, or more that you can become involved in. Although we already have many outstanding student leaders at GSW, there is always room for more. We want you to succeed and will pledge our commitment to make this happen; but you will also need to do your part. Together we can be a winning combination and your success can be guaranteed.

Again, welcome to GSW. We look forward to working with You!!

Best wishes for success,
Sam Miller

Message from the First Year Advocate

Dear New Member of the GSW Class of 2018:

If you are any of the following, either individually or a combination, excited, scared, happy, apprehensive, curious, nervous, confident, shaky or bold, then you are probably a recent high school graduate getting ready to start college! This is a very different time in your life, not bad, just different...you are no longer a child and you are just knocking on the door of being grown.

Perhaps, you are not a recent graduate. As a non-traditional age student, you can still relate to many of those emotions having decided to start or return to school to begin a new chapter in your life. I’m here for you as well...never hesitate to reach out...I have walked in your shoes.

No matter what route brought you here, I am so happy that you have chosen Georgia Southwestern State University as the next step in your educational journey. My role is to help you (and your parents) navigate your transition to college....and each student experiences that transition differently...there is no right or wrong way...just your way.

• Some of you will seldom see me over the next year, except when needed...but, that’s ok as long as you have what you need and are making good decisions.
• Some of you will want to become my new BFF and I will have to push you out the door!
• Some of you will be assigned to my University 1000 transition to college class, giving us an opportunity to get to know each other better. Doesn’t that sound like fun?
• Some of you will be commuting to school, but don’t forget that I am here as a resource to keep you connected to GSW and well informed. Don’t be a stranger!
• Some of you will miss your families (sometimes, a lot). I’m here to comfort and console as needed. We’ll get you through it.
• Some of you will gladly welcome the opportunity to spread your wings... Remember, Freedom + Responsibility = SUCCESS ...Right?
• Some of you will make the mistake of thinking the first year of college is grade 13. We will work closely over the next year to remind you that it is not, and to keep you on track. I am also here to correct!

Again, this is an exciting time of great transition in your life....I just wanted to take a few minutes to welcome you and let you know whatever you need, I’m here to assist. Now, it’s your move!

Sincerely,
Ms. Randall
Welcome to Georgia Southwestern State University!

Congratulations and welcome to your new home away from home, GSW! We are delighted you are going to join our small community of dynamic learning. As a new student to GSW, you can look forward to your experience here being fun, interactive and a great place to meet new friends and long lasting experiences. Your role as a student is critical for us to fulfill the mission statement of Georgia Southwestern State University.

As you go through the orientation process, keep our mission and values in mind. We will do our best to help you become an active and productive student. In the next few weeks you will meet many new friends, faculty and staff and community members. Make sure you take the time to meet the people that can make your transition easy. Be sure to roam the campus and learn the ins and outs of this special place. We are looking forward to meeting each and every one of you, and if there is anything we can do to help you along the way, please do not hesitate to call on us. That is what we are here for. We look forward to hearing about your success along the way.

*Your Orientation Team*

*Staff*
A Zephyr is a student leader who loves Georgia Southwestern! They serve as liaisons between Southwestern and the prospective students visiting campus. They are responsible for leading daily campus tours and hosting Preview Days.

If you’re interested in becoming a Zephyr, please look for tryout information to be posted during the Fall semester.
We are very excited you chose GSW as your institution of higher learning. We have an excellent Orientation program scheduled for you and an even better Welcome Week schedule for the remainder of the week. This schedule is your guide for the first two (2) days of GSW, if you are a residential student. If you are a commuter student, you will need to be present on Sunday August the 16th. Please read this letter thoroughly as there are many mandatory events that all freshmen must attend in order to get credit for UNIV1000.

* Indicates sessions that are mandatory

Saturday, August 15th

8am - 1pm Move In Day (Arrive & Move In) * (The Id’s you made at STORM Day will be available at check-in)
Southwestern Oaks 1 & 2 - - Residents Only

8am – 5pm Student ID’s Made Marshall Student Center Canes Card Office

11am - 1pm Lunch will be provided by Aramark, Student Organizations, and Campus Ministries at Southwestern Oaks

1-4pm Shuttle to Walmart and surrounding Areas. Leaves from Southwestern Oaks I building every hour on the hour. First come first serve basis.

4pm Parent’s Panel Discussion & Reception
Student Success Center Conference Rooms 2410-2417

4pm Mandatory Residence Hall Meeting for all Residential Students (See your R.A. for more details)

5:30pm Dinner at the Marshall Student Center Dining Hall & Bingo with the Orientation Team

7 - 11pm Laser Tag, Movies, Rock Climbing & More… (Optional for Commuter Students)
Come challenge the GSW student body and play a thrilling round of Laser Tag. Not a fan? Then why not go roller skating in the IM Gym. Like movies instead? Then watch anew release in the SSC 2nd Floor Conference Rooms. More of the adventure type, then climb or rock climbing wall. Sports fanatic? Then play racquetball courts. The choice is yours. Free drinks, pizza, and popcorn will be provided for the entire 4 hours.
Student Success Center STORM Dome, SSC 2nd Floor Conference Rooms, Rock Climbing Wall, & Intramural Gym
Sunday, August 16th
* Indicates sessions that are mandatory

FRESHMEN SCHEDULE

1:00-5:00 pm Freshmen Orientation for ALL new students

1:00pm Orientation Check-In (Residential & Commuter Students)*
Student Success Center Lobby

1:30pm Welcome *
President Dr. Charles Patterson will welcome the incoming class of 2019.
Student Success Center STORM Dome

1:45pm Playfair *
Students will have an opportunity in a very safe and non-threatening way to bond together as a team and community and have lots of fun.
Student Success Center STORM Dome & Intramural Gym

3:15pm Snack Break
Student Success Center Lobby

3:30 – 5:30pm Rotational Sessions *
Students will choose 3 sessions to attend during this 1 1/2 hour time period. Students can choose from the following sessions: Spiritual Life, Greek Life, How To Stay Safe and Out of Trouble, Windows to the World Experience, Social Media, Alcohol 101 & Sexual Assault, Intro to Canes Connect, Fitness/Wellness, GSW Leadership MODEL Experience, Roommate Experience, & General Q & A.
Residential students are required to attend one of the three sessions of the roommate experience
Student Success Center (Rooms TBA)

7 - 11pm Laser Tag & Movie Night in the Student Success Center
Come challenge the GSW student body and play a thrilling round of Laser Tag. Not a fan? Then why not go roller skating in the IM Gym. Like movies instead? Then watch anew release in the SSC 2nd Floor Conference Rooms. More of the adventure type, then climb or rock climbing wall. Sports fanatic? Then play racquetball courts. The choice is yours. Free drinks, pizza, and popcorn will be provided for the entire 4 hours.
Student Success Center STORM Dome, SSC 2nd Floor Conference Rooms, Rock Climbing Wall, & Intramural Gym

7 - 11pm Campus Recreation Open House Come see what the Student Success Center has to offer. Whether its racquetball, yoga, weightlifting, etc. you’ll love what the SSC can offer you.
Student Success Center

Activities are subject to change. Final schedule will be given at Orientation Check-In. Events for the rest of the week will be emailed or view them at www.gsw.edu/events

Should you have any questions, please feel free to contact the Office of Admissions at 1-800-338-0082 or email jcurtin@gsw.edu.

Monday, August 18th

Welcome Back Cookout and Country Band The Phillip Fox Band
Centennial Plaza from 5:30 – 7pm.
Free for all GSW students with valid GSW ID.
REGISTRATION FOR CLASSES
Students can register for classes after seeking advice from their advisors. Every major has a curriculum sheet with all requirements listed. Students start with their general education courses (found on the left side of your curriculum sheet) and add more major courses as they become sophomores and juniors. After speaking to your advisor, you can register yourself for classes on RAIN, but be sure to pay attention to your curriculum sheet and monitor your progress on DegreeWorks (which can also be found on RAIN). You want your classes to count toward your degree.

FIFTEEN TO FINISH IN FOUR
To be considered full-time, students must register for 12 credit hours a semester, but if you want to finish in 4 years and save thousands of dollars on your education, we recommend 15-16 credit hours a semester. Successfully completing 15-16 credit hours each semester will allow you to graduate in 4 years, saving you thousands of dollars on an extra year of student fees and housing, and you to enter the workforce with a professional salary a year sooner than you would have if you only took 12 hours a semester. Play it smart, take 15-16 credit hours a semester, study, and finish in four years! Students who wish to take more than 18 hours of credit in one term must request permission through the office of Academic Affairs with an overload request form. Students enrolled in fewer than 12 credit hours are classified part-time students. Part-time students are required to satisfy the same minimum academic standard as full-time students.

EARN COLLEGE CREDIT FOR WHAT YOU ALREADY KNOW
GSW offers several ways to earn credit for what you already know, such as CLEP (Credit by examination), Prior Learning Assessment (portfolio of what you know), Advanced Placement, and International Baccalaureate. Courses you complete through CLEP, AP, IB, or PLA will show on your transcript with a grade of K. This means you earned the credits but no grade is assigned. Credit earned through alternative means is limited to ten credit hours in a major and thirty hours toward your degree. If you want to take a CLEP test, contact the testing center. All CLEP tests must be taken before you attempt the class.

SCHEDULE ADJUSTMENTS
Adding or Dropping Courses
Students may add or drop courses during the published add/drop period, usually the first week of the semester. Classes dropped are not listed on your transcript, and you are not charged for them, but once add/drop ends, you can only remove a class from your schedule through withdrawal. Students who add courses after the first day of class are responsible for making up missed work.

WITHDRAWING FROM COURSES
Once add/drop period ends (usually just the first week of classes). Your only option if you don’t want to continue in a course is to withdraw. If you withdraw from a course before the “deadline to withdraw without penalty” your grade for the class will be W and it will not affect your grade point average, but it still will show on your transcript as a class you attempted. It is almost always better to withdraw from a course than to fail it, so if it doesn’t look like you are going to pass, withdraw before the deadline, which can be found on the academic calendar on the GSW website.

CALCULATING YOUR GPA
Multiply the number of credit hours for each course by the quality points you earned based on your grade in the class (See the chart below). Add your total quality points and divide the total credit hours.

<table>
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<tr>
<th>Grades &amp; Quality Points</th>
<th>Class Schedule</th>
<th>Grade</th>
<th>Quality points X Credit Hrs</th>
<th>Not included in GPA</th>
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<tr>
<td>A = 4 Quality Points</td>
<td>UNIV 1000 (1 hr)</td>
<td>A</td>
<td>4X1 = 4</td>
<td>I = Incomplete</td>
</tr>
<tr>
<td>B = 3 Quality Points</td>
<td>MATH 1111 (3 hrs)</td>
<td>B</td>
<td>3X3 = 9</td>
<td>IP = In Progress</td>
</tr>
<tr>
<td>C = 2 Quality points</td>
<td>THEA 1101 (3 hrs)</td>
<td>B</td>
<td>3X3 = 9</td>
<td>NR = Not Reported</td>
</tr>
<tr>
<td>D = 1 Quality point</td>
<td>PSYCH 1101 (3 hrs)</td>
<td>C</td>
<td>3X2 = 6</td>
<td>K = Credit by Exam</td>
</tr>
<tr>
<td>F = 0 Quality Points</td>
<td>ENGL 1101 (3 hrs)</td>
<td>A</td>
<td>4X3 = 12</td>
<td>P = Passed</td>
</tr>
<tr>
<td>WF = 0 Quality Points</td>
<td>PEDS 2000 (2 hr)</td>
<td>C</td>
<td>2X2 = 4</td>
<td>S = Satisfactory</td>
</tr>
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Total Quality Points divided by total credit hours = GPA
44/15=2.93 GPA

WM = Military Withdrawal
ATTENDANCE
Students are expected to attend and/or participate in all classes, instructors list an attendance policy in the course syllabus. You should read and follow the policy, students with excessive absences may receive a grade of F for the course. Students who don’t attend class during the first week may be administratively withdrawn and their financial aid could be negatively impacted.

ACADEMIC STANDING
Students must maintain a 2.0 institutional GPA to be in Good Standing with the university. The first semester a student drops below a 2.0 the student is put on academic warning. If the student does not return to a 2.0 GPA at the end of the second term, the student will be placed on probation. Students on Warning or Probation have holds on their accounts and must see an advisor to register or adjust their schedules. Students who fall below 2.0 a third term are suspended from the university for one semester and must appeal to the associate Vice President of Academic Affairs to return to GSW. They are not allowed to attend any other UISG institution while on suspension, but they may attend a technical college. Some majors require students to have a GPA well above a 2.0 to be accepted into the program, including Nursing, Business, and Education. Be sure to check the requirements for your major program.

MAKING THE GRADE
Grades represent the instructor’s final assessment of a student’s performance in a course. All grades as signed remain on the transcript even if a course is repeated. Students only receive credit for a class once. If a student repeats a class, the most recent grade earned replaces all previous grades, even if the student fails. Financial aid does not permit students to repeat courses for which they have earned credit. Generally, students should only repeat failed classes or classes in which a D is earned but a C or higher is required.

UNIVERSITY HONORS PROGRAM
The University Honors Program (UHP) at GSW offers exceptionally talented and motivated students an enriched environment for learning. Among its objectives, the UHP aims to promote life-long learning, to assist and guide students interested in graduate studies, and encourage a study abroad experience. First-year students are admitted to the UHP by invitation. The Honors Program Committee will extend invitations to students based upon their SAT/ACT scores, high school GPA and rank in class, and recommendations where available. Transfer students, international students and students already at GSW may seek admission with a 3.4 GPA and referral by a faculty member. Upon completion of the program, UHP students will receive the distinction of “University Honors Scholar” at commencement, public recognition, and a special transcript notation, and a gold seal on their GSW diploma.

ACADEMIC ADVISING
If a student has declared an academic major, the student will be advised by a faculty member from the school or department of the declared major. Students who have not yet chosen a major will be advised by the general education advisor and will be classified as general education students.
OFFICE OF DISABILITY SERVICES
The office of disability services provides and coordinates accommodations for students with documented disabilities. Accommodations include but are not limited to:
Test accommodations (extended time, quiet distraction free rooms to test in).
Priority registration (for qualifies students)
Textbooks Online (Alternate media access)
Adaptive technology
Note Takers
Tutors
Braille
For additional information, please contact Evelyn Oliver, director of disability services/testing center, in Sanford hall, room 302, or by phone at 229-931-2661 or e-mail eoliver@gsu.edu.

ACADEMIC RESOURCE CENTER
The Academic Resource Center (ARC) offers assistance to students through free tutoring for all core courses and college survival skills presented in a class or workshop format. The ARC is equipped with a computer lab, study booths, tutorial classrooms, and a high-tech classroom, and a conference room for students to use. Students should go by the ARC, located in the Academic Center for Excellence, to sign up. Trained tutors are available for students in all core courses and select upper division courses.

FIRST YEAR ADVOCATE
The First Year Advocate served as the primary contact person for all first year students and their families. She is responsible for advising and encouraging first year students; assisting them with personal, academic, or financial problems that may be affecting their success at GSW; monitoring their academic progress; and serving as the liaison with offices in academic affairs, student affairs, and business affairs on their behalf to resolve situations affecting enrollment decisions. The office of the First Year Advocate is located in the Academic Resource Center.
COLLEGE TERMS YOU NEED TO KNOW

ACADEMIC ADVISOR: A FACULTY OR STAFF MEMBER ASSIGNED TO ADVISE STUDENTS INDIVIDUALLY ON THE SELECTION OF COURSES, CAREER GOALS, ACADEMIC ISSUES, AND RELATED CURRICULUM CONCERNS.

ACADEMIC PROBATION: THE END-OF-TERM ACADEMIC STANDING OF STUDENTS WHO BEGIN THE SEMESTER ON ACADEMIC WARNING AND FAIL TO REACH THE REQUIRED MINIMUM 2.0 GRADE POINT AVERAGE FOR GOOD STANDING. THE STUDENT MUST RETURN TO GOOD STANDING BY THE END OF THE FOLLOWING SEMESTER OR BE SUSPENDED.

ACADEMIC RESOURCE CENTER: PROVIDES TUTORING SERVICES FOR ALL GSW STUDENTS, AS WELL AS A STATE OF THE ART COMPUTER LAB AND TECHNOLOGY LAB.

ACADEMIC WARNING: THE ACADEMIC STANDING OF STUDENTS WHOSE GRADE POINT AVERAGE FELL BELOW THE REQUIRED MINIMUM 2.0 GRADE POINT AVERAGE FOR GOOD STANDING ACADEMICALLY. STUDENTS WITH THIS ACADEMIC STANDING SHOULD SEEK TUTORING DURING THEIR NEXT TERM OF ENROLLMENT.

BACHELOR’S DEGREE: A STUDENT RECEIVES THIS DEGREE ONCE COMPLETING HIS OR HER FOUR-YEAR UNDERGRADUATE STUDIES.

CAB (CAMPUS ACTIVITIES BOARD): ORGANIZATION ON CAMPUS RESPONSIBLE FOR STUDENT PROGRAMMING. CAB PROGRAMS USUALLY CONSIST OF EDUCATIONAL, SOCIAL AND ACADEMIC PROGRAMS.

CANE’S DEN: DINING AREA WHERE PIZZA, DELI SANDWICHES AND OTHER FOODS ARE SERVED IN THE STUDENT SUCCESS CENTER.

CORE CURRICULUM: 42 HOURS OF GENERAL EDUCATION COURSES PLUS 18-19 HOURS OF COURSES RELATED TO THE MAJOR, WHICH A STUDENT MUST TAKE BEFORE SHE OR HE CAN GRADUATE.

CREDIT: WHAT A STUDENT RECEIVES WHEN COMPLETING A COURSE. ONE SEMESTER CREDIT HOUR IS DEFINED AS ONE IN-CLASS HOUR AND TWO OUT-OF-CLASS HOURS PER WEEK FOR THE DURATION OF THE SEMESTER OR THE EQUIVALENT AMOUNT OF WORK IN OTHER FORMS OF INSTRUCTION SUCH AS LABORATORY, STUDIO, OR FIELDWORK.

DEAN: ACADEMIC HEAD OF A SCHOOL OR COLLEGE.

DEPARTMENT HEADS: FULL-TIME PROFESSORS WHO HAVE BEEN GIVEN ADMINISTRATIVE DUTIES IN ADDITION TO THEIR TEACHING RESPONSIBILITIES.

ADD/DROP PERIOD: AT GSW, DURING THE FIRST WEEK OF THE SEMESTER, THE STUDENT IS ALLOWED TO DROP A COURSE, CHANGE TO ANOTHER SECTION OF THAT SAME COURSE OR ADD ANOTHER COURSE IN ITS PLACE. THE ADD/DROP PERIOD MAY BE SHORTER IN A SHORTER SEMESTER LIKE ¼ TERM SEMESTERS OR SUMMER TERM.

HELLO WALK: PATHWAY LOCATED BETWEEN THE MSC AND ENGLISH BUILDING. IT IS A GSW TRADITION TO SAY “HELLO” TO EVERYONE YOU MEET ON THE HELLO WALK.

HONOR FRATERNITIES/ SOCIETIES: ORGANIZATIONS HONORING STUDENTS WHO HAVE ACHIEVED DISTINCTION IN ACADEMIC AREAS OF SERVICE.

INTER-FRATERNITY COUNCIL: COUNCIL OF REPRESENTATIVES FROM EACH OF THE IFC MALE FRATERNITIES ON CAMPUS WHO FOLLOW POLICIES GOVERNING FRATERNITY ACTIVITIES AND SPORTS.
COLLEGE TERMS YOU NEED TO KNOW

INTERNSHIP:
WORK EXPERIENCE, MONITORED BY A FACULTY MEMBER, WHICH CONTRIBUTES TO A STUDENT’S MAJOR. A STUDENT IS USUALLY REQUIRED TO WRITE A PAPER OR TAKE A TEST ON THE EXPERIENCE.

INTRAMURAL:
NON-COLLEGIATE SPORTS WHICH PROVIDE FUN COMPETITION AMONG STUDENTS. LEAGUES INCLUDE FLAG FOOTBALL, VOLLEYBALL, BASKETBALL, AND ULTIMATE FRISEBEE.

MAJOR:
A SPECIALIZED FIELD OF STUDY THAT A STUDENT Chooses TO PURSUE THROUGH HER OR HIS COLLEGE CAREER.

MASTER’S:
A DEGREE AWARDED TO A GRADUATE STUDENT ONCE SHE OR HE HAS COMPLETED GRADUATE SCHOOL.

MSC (MARSHAL STUDENT CENTER):
WHERE THE OFFICE OF STUDENT LIFE IS LOCATED, AS WELL AS THE CAB OFFICE, STUDENT GOVERNMENT, CREST ROOM, DINNING HALL, AND CANE’S DEN.

NATIONAL PAN-HELLENIC COUNCIL:
HISTORICALLY BLACK GREEK COUNCIL OF REPRESENTATIVES FROM EACH SORORITY AND FRATERNITY THAT SET POLICIES GOVERNING ALL PAN-HELLENIC ACTIVITIES.

ORIENTATION:
A PROGRAM DESIGNED TO ASSIST ALL NEW STUDENTS IN ADJUSTING TO THEIR NEW COLLEGE SURROUNDINGS.

PANHELLENIC ASSOCIATION:
WOMEN’S EQUIVALENT TO THE INTER-FRATERNITY COUNCIL.

PRESIDENT:
THE PERSON IN CHARGE OF RUNNING THE UNIVERSITY.

PROFESSIONAL FRATERNITIES/SOCIETIES:
ORGANIZATIONS COMPOSED OF STUDENTS MAJORING IN VARIOUS ACADEMIC FIELDS.

SEMESTER:
THE SCHOOL YEAR IS COMPOSED OF THREE SEMESTERS (SUMMER TERM, FALL & SPRING SEMESTERS) WHICH LAST TWO TO FOUR MONTHS EACH. NEW CLASSES START AT THE BEGINNING OF EACH SEMESTER.

REGISTRAR:
THE OFFICE WHICH EVALUATES AND REGULATES THE STUDENTS’ TRANSCRIPTS, RECORDS, GRADES, CLASSES, ETC.

RESIDENTIAL ASSISTANTS:
STUDENTS WHO LIVE IN THE RESIDENCE HALLS AND ENFORCE RULES AND REGULATIONS. THE STAFF IS ALSO THERE TO PROVIDE GUIDANCE AND ADVICE.

SERVICE FRATERNITIES/SORORITIES:
GREEK LETTER ORGANIZATIONS FOSTERING ACADEMICS, COMMUNITY SERVICE, BROTHERHOOD/SISTERHOOD, AND SOCIAL ACTIVITIES.

STUDENT SERVICES:
 WHERE PROFESSIONALLY TRAINED PROFESSIONALS ASSIST STUDENTS IN SOLVING PERSONAL, SOCIAL, CAREER, AND ACADEMIC PROBLEMS.

SYLLABUS:
GIVEN THE FIRST WEEK OF CLASS, A SYLLABUS TELLS THE STUDENT WHEN TESTS, ASSIGNMENTS, AND PAPERS ARE DUE DURING THE SEMESTER AND Lists THE INSTRUCTOR’S POLICIES FOR THE CLASS.

SOU’WESTER:
GSW’S SCHOOL NEWSPAPER.

STUDENT GOVERNMENT ASSOCIATION:
COUNCIL OF STUDENTS ELECTED BY THEIR PEERS TO CARRYOUT THE BUSINESS OF THE ENTIRE STUDENT BODY.
COLLEGE TERMS YOU NEED TO KNOW

SSC (STUDENT SUCCESS CENTER): LARGE DOMED BUILDING THAT HAS THE FOLLOWING: AEROBICS ROOM, ATHLETICS, CANES DEN, HEALTH & HUMAN PERFORMANCE, GAMEROOM, INTRAMURAL GYM, ROCK CLIMBING WALL, RACQUETBALL COURTS, STORM DOME & STUDENT AFFAIRS

“SURGE”: THE GSW HURRICANE MASCOT.

WELCOME WEEK: THE FIRST WEEK OF FALL SEMESTER THAT CONTAINS LOTS OF ACTIVITIES TO GET THE STUDENTS INVOLVED WITH GSW.
## 100 Things to Do Before You Graduate from GSW

<table>
<thead>
<tr>
<th>Item</th>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attend all GSW Orientation Sessions</td>
<td>Go to the Bistro and get a Panini. Walk over to Richard's and eat a cupcake</td>
</tr>
<tr>
<td>Attend 3 Welcome Week activities and make a new friend</td>
<td>Go to the Bistro and get a Panini. Walk over to Richard's and eat a cupcake</td>
</tr>
<tr>
<td>Visit Cafe Campesino for a cup of wonderful coffee</td>
<td>Get a chicken box from Chevron on Highway 99</td>
</tr>
<tr>
<td>Join an organization that has to do with your major</td>
<td>Do something nice for a classmate or a GSW faculty/staff member</td>
</tr>
<tr>
<td>Invite 5 friends over to your room and have a pizza party/movie night</td>
<td>Attend the May Day Antiques Show in Leslie</td>
</tr>
<tr>
<td>Go to the Carmike Cinemas and see an Oscar nominated movie</td>
<td>Attend a GSW athletic event</td>
</tr>
<tr>
<td>Sign up and do a Haunt&amp;t Build Day through GSW's Haunt&amp;T organization</td>
<td>Ride the zipline on the GSW ropes course</td>
</tr>
<tr>
<td>Take a Tour of Koronia Farms</td>
<td>Attend GSW's Chili Cookoff</td>
</tr>
<tr>
<td>Attend a GSW Fall Festival event</td>
<td>Attend a GSW National Panhellenic Council Stepshow</td>
</tr>
<tr>
<td>Spend a night at the famous Windsor Hotel and go ghost hunting, there's even a tour</td>
<td>Visit the James Earl Carter Library and see the Jimmy Carter Exhibit</td>
</tr>
<tr>
<td>Give a friend a campus tour of GSW</td>
<td>Go to Wendy's on Tuesday and get a free Frosty. Get 10% off with student ID</td>
</tr>
<tr>
<td>Attend the Junior Service League's Cupcake Carnival</td>
<td>Play a round of Disc golf at GSW</td>
</tr>
<tr>
<td>Get the famous salad and pizza war from Roman Oven</td>
<td>See a GSW professor in a Summer Player's Production</td>
</tr>
<tr>
<td>Attend the International Student Associations's Taste of the World</td>
<td>Introduce yourself to the First Year Advocate</td>
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<tr>
<td>Find the Geocache on campus and record your information</td>
<td>Take a stroll on the GSW walking track</td>
</tr>
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<td>Go to the Flint River Aquarium in Albany, GA, and get a hotdog at Jimmy's</td>
<td>Tour Haunt&amp;T for Humanity's Global Village</td>
</tr>
<tr>
<td>Attend a graduation commencement ceremony and save the program</td>
<td>Attend GSW's Student Appreciation Day and get your free T-shirt</td>
</tr>
<tr>
<td>Participate in GSW's Greek Recruitment</td>
<td>Visit the Georgia Rural Telephone Museum in Leslie, GA</td>
</tr>
<tr>
<td>Eat at Carter's Fried Chicken and get their delicious burger</td>
<td>Volunteer at the local Humane Society and bring pet supplies</td>
</tr>
<tr>
<td>Go to Lennie's market to watch the movie during the spring and summer</td>
<td>Live in the Residence Hall for a year</td>
</tr>
<tr>
<td>Attend a City of Americus Block Band party and ride the trolley to get there</td>
<td>Go to Providence Canyon and leave it cleaner than you found it</td>
</tr>
<tr>
<td>Buy a gift for your favorite professor or staff member at The Mazed</td>
<td>Check the online activities calendar at <a href="http://www.gsu.edu/events">www.gsu.edu/events</a></td>
</tr>
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<td>Visit Thirteen Colony Distilleries and see alcohol produced for consumption</td>
<td>Play a paper reviewed at the GSW Writing Center</td>
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<tr>
<td>Get the Americus Special from El Jalapeno</td>
<td>Enjoy nachos and pizza at Pat's Place and play a little pool</td>
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<tr>
<td>Visit GSW's glass studio or take a glassblowing course</td>
<td>Go fishing in the GSW lake, make sure you have your fishing license</td>
</tr>
<tr>
<td>Attend Homecoming and eat Chief's Famous chicken and ribs</td>
<td>Get a tutor or sign up to be a tutor</td>
</tr>
<tr>
<td>Go to Floyd's and hang out with friends</td>
<td>Attend the Andersonville Historic Fair</td>
</tr>
<tr>
<td>Follow @gswoteam and @gswah on twitter</td>
<td>Hang out on Fraternity Row on a Thursday night</td>
</tr>
<tr>
<td>Watch the Kwan's Pet Parade at Halloween in Downtown Americus</td>
<td>Attend President Jimmy Carter's Sunday school class</td>
</tr>
<tr>
<td>Attend CAB's Midnight Breakfast</td>
<td>Play a video game in the GSW Game room</td>
</tr>
<tr>
<td>Have a picnic at Sanford lawn, bring a date</td>
<td>Join an intramural team and play a sport</td>
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<td>Visit the GSW Observatory on a star gazing night</td>
<td>Visit Southernfield, the site where Charles Lindbergh had his first solo flight</td>
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<td>Attend the Downtown Christmas Open House and see the Christmas Parade</td>
<td>Attend GSW's Student Appreciation Day and get your free T-shirt</td>
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<tr>
<td>Buy a GSW T-shirt for your parents from the Bookstore</td>
<td>See the wreaths placed on the graves at Andersonville at Christmas</td>
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<td>Find the GSW wash on campus. Hint: it's close to the marshall Student Center</td>
<td>Shake hands with Georgia Southwestern's President Kendall Blanchard</td>
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<td>Join a GSW student organization</td>
<td>Spend a warm, summer afternoon on a boat ride around Lake Blackshear</td>
</tr>
<tr>
<td>Attend the Flying Easter Bunny show to help fight cancer</td>
<td>Take a tour of the Still Pond Vineyards</td>
</tr>
<tr>
<td>Have a Walmart run at 2am in the morning</td>
<td>Give Surge a hug or a high five. Snap a picture of it and post it to Facebook</td>
</tr>
<tr>
<td>Attend a Counseling Services workshop</td>
<td>Attend a play or musical at the Rylander Theatre</td>
</tr>
<tr>
<td>Go to Plains and get a cup of homemade peanut butter ice cream</td>
<td>Ride the pony with a GSW O'Team member</td>
</tr>
<tr>
<td>Get a white hot chocolate from GSW's Java City</td>
<td>Eat a waffle roll from Glad's Kitchen</td>
</tr>
<tr>
<td>Drive to Leesburg and see the hometown of Phillip Phillips, and Luke Bryan</td>
<td>Update your resume and apply to graduate school or your dream job</td>
</tr>
<tr>
<td>Graduate GSW with honors</td>
<td></td>
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</tbody>
</table>

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**Graduate GSW with honors**

- Update your resume and apply to graduate school or your dream job
- Graduate GSW with honors

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**Visit the Prisoner of War Museum in Andersonville**

- Take a stroll down "Hello Walk"
- Ride the Sam Shortline from Cordele to Plains or vice versa
- Sing Karaoke at 1800 and get their special dinner
- Eat a slaw dog and gravy fries from Monroe's
- Get the Americus Special from El Jalapeno
- Visit Thirteen Colony Distilleries and see alcohol produced for consumption
- Buy a gift for your favorite professor or staff member at The Maze
- Go to Floyd's and hang out with friends
- Attend a GSW Fall Festival event
- Attend a GSW National Panhellenic Council Stepshow
- Attend a GSW student organization
- Visit the GSW Obeservatory on a star gazing night
- Have a picnic on Sanford Lawn, bring a date
- Attend CAB's Midnight Breakfast
- Take a stroll down "Hello Walk" and say hello to everyone you pass
- Play a round of Golf at GSW's Griffin Bell Golf Links
- Tour the Prisoner of War museum in Andersonville
- Attend an International Student Association's Taste of the World
- Find the Geocache on campus and record your information
- Go to the Flint River Aquarium in Albany, GA, and get a hotdog at Jimmy's
- Attend a graduation commencement ceremony and save the program
- Participate in GSW's Greek Recruitment
- Eat at Carter's Fried Chicken and get their delicious burger
- Go to Lennie's market to watch the movie during the spring and summer
- Attend a City of Americus Block Band party and ride the trolley to get there
- Buy a gift for your favorite professor or staff member at The Maze
- Visit Thirteen Colony Distilleries and see alcohol produced for consumption
- Get the Americus Special from El Jalapeno
- Eat a slow dog and gravy fries from Monroe's
- Sing Karaoke at 1800 and get their special dinner
- Ride the Sam Shortline from Cordele to Plains or vice versa
- Attend the President's Convocation
- Take a stroll down "Hello Walk" and say hello to everyone you pass
- Play a round of Golf at GSW's Griffin Bell Golf Links
- Tour the Prisoner of War museum in Andersonville
- Attend a Student Government Association meeting and voice your concerns
- Visit GSW's glass studio or take a glassblowing course
- Attend Homecoming and eat Chief's Famous chicken and ribs
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- Follow @gswoteam and @gswah on twitter
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- Drive to Leesburg and see the hometown of Phillip Phillips, and Luke Bryan
- Attend the Bistro and get a Panini. Walk over to Richard's and eat a cupcake
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- Register for a Continuing Education course through GSW
- Attend a GSW Career Services workshop
- Get a chicken box from Chevron on Highway 99
- Do something nice for a classmate or a GSW faculty/staff member
- Attend the May Day Antiques Show in Leslie
- Attend a GSW athletic event
- Ride the zipline on the GSW ropes course
- Attend GSW's Chili Cookoff
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- Visit the James Earl Carter Library and see the Jimmy Carter Exhibit
- Go to Wendy's on Tuesday and get a free Frosty. Get 10% off with student ID
- Play a round of Disc golf at GSW
- See a GSW professor in a Summer Player's Production
- Introduce yourself to the First Year Advocate
- Take a stroll on the GSW walking track
- Tour Haunt&T for Humanity's Global Village
- Attend the Georgia National Fair in Perry, Georgia in October
- Attend Arts in the Park and get a turkey leg
- Go to Plains National Historic Site and visit the Boyhood Farm
- Attend a GSW group fitness class
- Climb the GSW rock wall and sign your name on the ceiling
- Eat at the Marshall Student Center Dining Hall on fried chicken Thursday
- Visit the Georgia Rural Telephone Museum in Leslie, GA
- Volunteer at the local Humane Society and bring pet supplies
- Live in the Residence Hall for a year
- Go to Providence Canyon and leave it cleaner than you found it
- Check the online activities calendar at www.gsu.edu/events
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- Graduate GSW with honors
The federal TRIO Programs provide academic support services and some financial assistance primarily to low-wealth, first generation college students with documented disabilities with the purpose of succeeding academically and encouraging advancement through much of the educational pipeline. The TRIO programs work together to provide a pipeline of support services from secondary school through undergraduate and graduate education. The TRIO programs are ordered according to their sequence in the educational pipeline.

- Upward Bound primarily supports the college preparation of secondary students
- Talent Search primarily supports the postsecondary enrollment of secondary students
- Educational Opportunity Center primarily supports the postsecondary enrollment of adult students
- Student Support Services Primarily supports the completion of undergraduate education
- McNair primarily supports graduate school preparation

GSW’s Trio/Student Support Services has been and continue to be a university partner in the progress of students matriculating to and graduating from GSW since 1977. Our work has always sought to enhance the college experience through a range of services and activities:

**WORKSHOPS (Online/F2F)**
- Test Taking
- Note-Taking
- Test Anxiety
- Stress Managements
- Time Management
- Development
- Financial Literacy
- FINANCIAL AID PREPARATION ASSISTANCE

**PEER TUTORING**
- Individualized sessions

**CULTURAL ACTIVITIES**
- Personal tours, Plays, Arts Shows, Speaker

**GRADUATE SCHOOL PREPARATION**

Freshman students contact us for an eligibility appointment today! 229.931.2294 or e-mail SSS@GSW.EDU

Campus Location: Collum Hall- First Floor

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**IHELP PEER EDUCATORS**

Individuals helping to educated and lead peers!

The mission of the iHelp Peer Educators is to encourage Georgia Southwestern State University students to make healthy, low-risk lifestyle choices by: promoting low-risk drinking behaviors, educating and informing students, faculty, administrators, and staff about Alcohol, Tobacco, and Other Drug (ATOD) abuse; assisting students in self-identification of high-risk behaviors; and helping students make positive lifestyle changes by providing information, assistance, and support. iHelp Peer Educators work to achieve this mission by providing programs, workshops, written materials, and individual contacts to the University community.

For more information about IHELP Peer Educators, please email us at ihelpgsw@gmail.com. You can also find us on Facebook. Our Facebook name is Ihelp PeerEducators. Also follow us on twitter @ihelpgsw9.
### Core Curriculum

**AREAS A-F OF THE CORE CURRICULUM REQUIRE A TOTAL OF 60 SEMESTER CREDIT HOURS**

**Area A - Essential Skills**
- 9 semester hours Credit hours
- MINIMUM GRADE OF C IN ALL AREA A COURSES
- ENGL 1101 Composition I .......................... 3 Hours
- ENGL 1102 Composition II ......................... 3 Hours
- MATH 1111* College Algebra (non-science majors) ............ 3 Hours
*or a course for which MATH 1111 is a prerequisite, excluding MATH 2204 (Elementary Statistics). MATH 1113 (Precalculus) or MATH 1120 is required in Area A for mathematics and science degree programs. MATH 1101-Introduction to Math Modeling has joined MATH 1111-College Algebra as an acceptable Core Area A math course for some majors/degrees. If you have any questions about the acceptability of Math Modeling for your program, please contact your advisor.

**Area B - Institutional Options (minimum)**
- 4-5 semester hours Credit hours
- Students with 10 semester hours in Area D must complete 5 semester hours in Area B.
- Students with 11 semester hours in Area D must complete 4 semester hours in Area B.

Select from the following courses:
- CIS 1000 Computer Applications .................. 3 Hours
- SOSC 1101 The World and Its People ............ 3 Hours
- ENGL 2200 Introduction to Professional Writing
- 3 Hours
- COMM 110** Fundamentals of Speech .......... 3 Hours WMST 2001: Introduction to Women’s Studies ............. 3 Hours
- LIBR 1101 Foundations of Information Literacy ............... 1 Hour
- Foreign Language* ........................................ 3 Hours THEA 1110 Performance Skills for Business and Professions ......... 3 Hours
- POLS 2401 – Introduction to Global Issues ........ 3 Hours
* must be a 2000 level or higher foreign language course.
* recommended for teacher education majors.

**Area C - Humanities/Fine Arts**
- 6 semester hours Credit hours
- Select one of the following:
  - ENGL 2110 World Literature .................. 3 Hours ENGL 2120 British Literature .................. 3 Hours
  - ENGL 2130 American Literature ............. 3 Hours

Select one of the following:
- ARTC 1100 Art Appreciation .................. 3 Hours
- MUSC 1100 Music Appreciation .................. 3 Hours
- THEA 1100 Theatre Appreciation ................. 3 Hours

**Area D - Mathematics, Science, Technology (minimum) 10 semester hours Credit hours Non-Science Majors Only**
- One lab science course from List A below 4Hrs
- One science course from List A or B below 3Hrs
- One course from List A, List B, or List C below 3 or 4Hrs
- Science or Non-Science Majors
- Two course lab science sequence from List A below 8Hrs

**Area E - Social Sciences**
- 12 semester hours Credit hours
- POLS 1101 American Government .................. 3 Hours
- HIST 1111 or HIST 1112
- World Civilization I or World Civilization II ............ 3 Hour
- HIST 2111 or HIST 2112 US History I or US History II ......... 3 Hours

Select one of the following:
- ECON 2105 Principles of Macroeconomics ............ 3 Hours
- HIST 1111 World Civilization I .................. 3 Hours
- HIST 1112 World Civilization II .................. 3 Hours
- PSYC 1101* Introduction to Psychology ............ 3 Hours
- SOCI 1101 Introduction to Sociology .................. 3 Hours
- ANT 1102 Introduction to Anthropology ............ 3 Hours
* suggested for students pursuing teaching certification
Academic Schools Directory

SCHOOL OF BUSINESS
Dr. Elizabeth Wilson, Dean
Office: Business, History & Political Science
Phone: 229-931-2120
Fax: 229-931-2092
Email: lwilson@gsw.edu
http://gsw.edu/SOBA

SCHOOL OF NURSING
Dr. Sandra Daniel, Dean
Office: Rosalyn Carter HHS Building
Phone: 229-931-2275
Fax: 229-931-2288
Email: sandra.daniel@gsw.edu
http://gsw.edu/son/

SCHOOL OF COMPUTING AND MATHEMATICS
Dr. Boris Peltsverger, Dean
Office: Crawford Wheatley
Phone: 229-931-2100
Fax: 229-931-2270
Email: plz@gsw.edu
http://gsw.edu/cm

SCHOOL OF EDUCATION
Dr. Rachel Abbott, Interim Dean
Office: Education Center Room 202
Phone: 229-931-2145
Fax: 229-931-2163
Email: rachel.abbott@gsw.edu
http://gsw.edu/Academics/Schools-and-Departments/School-of-Education/

COLLEGE OF ARTS AND SCIENCES
Dr. J. Kelly McCoy, Dean
Office: Former Nursing Building
Phone: 229-931-2320
Fax: 229-931-2197
http://gsw.edu/Academics/Schools-and-Departments/College-of-Art-and-Science/
GSW M.O.D.E.L.S.
Mentors Offering Direction Encouragement and Leadership Skills

What Is GSW M.O.D.E.L.S.?

The first year of college can be intimidating. Being away from home for the first time and living with hundreds of strangers could be very challenging for a freshman student in a new environmental setting. The troubles of adjusting and studying successfully can also bring additional anxiety. The GSW Mentors Offering Direction, Encouragement & Leadership Skills (M.O.D.E.L.S.) is a group of upper-class students trained to provide information and peer support for new incoming students throughout their first year at Georgia Southwestern. The mentoring program is designed to give freshmen students a network of support among the campus community. GSW M.O.D.E.L.S are built on four principles: academic support, personal development, community service, and leadership development. Programs and activities are centered around these four components.

For more information about GSW MODELS, please email us at gswmodels1@gmail.com. You can also join our group on FACEBOOK. Our FACEBOOK group name is GSW M.O.D.E.L.S.
GSW M.O.D.E.L.S.
Mentors Offering Direction Encouragement
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For more information about GSW MODELS, please email us at gswmodels1@gmail.com. You can also join our group on FACEBOOK.

TRANSFER CREDIT POLICY:
Transfer credit is normally awarded for all college work earned through any college or university approved by its regional accrediting association, provided courses present reasonably parallel the curriculum of Georgia Southwestern State University. The following stipulations on the transfer of credit are upheld:

1. Transfer of Credit:
   All credit earned in 1000 and 2000 level course used to satisfy core curriculum requirements will be accepted, except for all Area A courses which require minimum grades of C. Credit earned in upper level undergraduate courses require a minimum grade of C according to the individual degree requirements.

2. Students who have only partially completed core Requirements at another unit of the university System of Georgia will receive credit for courses completed. Students who have completed one or more Core Area at another unit of the University system of Georgia will receive full transfer credit for those core areas.

3. Course work taken in two-year college technical program is generally non-transferable. Students transferring with technical college credit should contact the transfer evaluation specialist in the Registrar’s Office.

4. Course work taken at two-year Technical Colleges which are accredited through the commission on college will be considered in transfer if the course numbering is 1000 or above.

5. Transfer students must meet residency requirements Outlined in the degree Requirements section of the college catalog.

6. Credit earned by examination is accepted, but limited to 30 semester hours.

Jimmy Carter’s Imprint on GSW while he was a student and member of the Student Government Association. This imprint can be found near the front entrance to the campus.
TRANSFER CREDIT POLICY CONTINUED:

7. Credits accepted in transfer by Georgia Southwestern State University do not necessarily apply as hours toward graduation.

8. Credit hours only are transferred; grades are not.

9. A student transferring to GSW with a transferable associate of arts or Associate of science degree from a college or university within the university system of Georgia will have met the GSW core requirements as long as the student does not change majors. Core courses require by GSW but not by the students previous institution may have to be taken to prepare the student for upper division course work. However, the student will not be required to complete more than the total semester credit hours required for the degree, excluding physical education and orientation, to earn the degree. Students in this category who change majors may have additional core courses to complete, particularly in core Areas A, D, and F.

10. A student transferring to GSW with an Associate of Applied Science or an Associate of Science in Nursing degree will be required to meet GSW core requirements. Core courses already completed at the previous institution will be considered on a course-by-course basis.

For more information regarding transfer credit, please contact our transfer Evaluation Specialist located in Registrar’s Office or at 229-928-1331.
Kappa Delta Sorority... to each of us it has a different and special meaning. We all share in it and give ourselves to it. In return, Kappa Delta gives to us love, sisterhood, and friendships that last a lifetime. To be a Kappa Delta is both a privilege and a challenge. The strength of our sisterhood lies in the women who work closely together while maintaining their own individuality. Kappa Deltas are concerned about the well-being of mankind and we serve others through our national and local philanthropies. Academic excellence as well as campus activities are important to us. We can be found in many honor societies and campus clubs. We love being together and sharing our thoughts - the serious, the silly, the sad and always the glad. Most of all, we love and honor A.O.T, the very thing that binds us all together.

FOLLOW US!

@DeltaPhi_KD

GSW Kappa Delta
Financial Aid

All students seeking financial assistance must complete an application to receive federal or state aid.

Federal and state assistance can be awarded from the FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA) at www.fafsa.gov, or if you are waiving the federal assistance you may apply for state aid only at https://secure.gacollege411.org/

When signing into certain U.S. Department of Education websites you must confirm your identity with your personal secure information before you will be allowed to enter the portal:

The GSW School Code ‘001573’.

Once your FAFSA or Renewal Application has been processed you will receive a Student Aid Report (SAR). Review the information on the SAR for accuracy. If all information is correct, keep all pages of your SAR for your records. If you determine that the information on the SAR is incorrect, make corrections as necessary.

VERIFICATION

If your application is selected for verification, you will be notified by the Office of Financial Aid (OFA) that additional documentation is required. An electronic notice will be posted to the ‘RAIN’ account and/or a missing information letter will be sent to the student’s permanent address. This letter identifies the missing items also noted in ‘Check your Admissions Status’. It is the student’s responsibility to see that all requests from the OFA are satisfied. To receive Federal Financial Aid, all verification requirements must be completed by the last day of the semester. Those who are late must pay and be reimbursed if the financial aid file is completed after tuition and fees are due.

Once documentation is reviewed the OFA may require additional information to process your request for student financial aid. You should respond promptly to these requests in order to prevent delays in processing your application for aid. You may be asked to submit the official tax transcript for you and your parent(s) or spouse, a verification worksheet, a signed copy of your W-2’s if applicable, verification of family members’ enrollment at an institution of higher learning or other Verification Worksheets. Keep copies of all Federal Income Tax Transcripts and W-2’s. If applicable you may be able to bypass submission of the tax transcripts and retrieve your tax information from the IRS when submitting your FAFSA. This choice could decrease your wait time in the awarding process.
Enrollment at an institution of higher learning or other conflicting clearance(s). Keep copies of all documentation. If applicable you may bypass submission of the tax transcripts and retrieve your tax information electronically from the IRS when submitting your FAFSA. This choice could decrease your wait time in the awarding process.

GSW may offer you Stafford loans from the FAFSA results. Fall starts are required to accept Stafford loans online via RAIN if interested. Spring or summer starts must submit ‘loan request forms’ or ‘summer applications’ to the OFA. If you choose not to accept loans, you can bypass this step and no loans will be processed on your behalf. Be very careful when borrowing. Loans must be paid back.

GSW also participates in the parent loan ‘PLUS’ for biological and step-parent(s) who wish to apply for a loan in their name for dependent student(s). The school’s application is located on the GSW website, under financial aid, and forms. It is credit based and available up to the cost of attendance based on the FAFSA results.

After we have originated either loan with the Federal Processing Center, borrowers must electronically sign Master Promissory Notes (MPN). New student borrowers must also complete entrance counseling. Both the MPN and Entrance counseling may be submitted at www.studentloans.gov. Parents are not excused from the annual MPN requirement.

For additional information on procedures, please visit our website at: http://gsw.edu/Financial-Aid/Forms/index.

**ADD/DROP/ATTENDANCE/REPEATING CLASSES for FINANCIAL AID RECIPIENTS**

Enrollment is not finalized until the end of Drop/Add in each term.

Classes dropped or added during Drop/Add will have aid adjusted accordingly. For example: If a part-time Pell recipient goes through Drop/Add to either add or drop a class, the Pell will be adjusted according to the number of remaining or additional hours.

Classes dropped or added after Drop/Add will not be adjusted to increase or decrease the level of aid. For example: If a three-quarter-time student manages to add a class after Drop/Add is over, the student would be full time by university standards, but for financial aid standards, the student remains at three-quarter-time. No additional funds will be added to the account unless it was an institutional error that caused the late addition.

Classes dropped after Drop/Add do not go unnoticed. Students receive a grade of W if the withdrawal occurs after Drop/Add. The W will come into consideration when students are checked for Satisfactory Academic Progress (SAP). The course the student withdraws from has a direct effect on passage percentage rate. This rate must be 67% of all hour attempted toward the degree. The student is not penalized academically when the withdrawal occurs. For example: A student signs up for four classes. After Drop/Add is over, the student withdraws from all but one class. The student has retained an A in the one remaining class. Academically, the student will have a term GPA of 4.00 but will not have passed 67% of what was attempted for the term. If this is the second or greater term for the student, the student will lose aid eligibility.

Class Attendance is confirmed for Financial Aid Recipients. If an instructor reports you as ‘Not Attending Class’ your financial aid will be adjusted accordingly. In addition, students must attend 60% of any semester to earn 100% of their Financial Aid. Those not attending 60% could owe money back to the school or the U.S. Department of Education. If a ‘Return of Title IV’ calculation is required GSW will use the institution’s reported last date of attendance when returning federal financial aid on the student’s behalf. Future eligibility could be jeopardized.

Students may repeat a course already passed, only once (and receive federal financial aid). Federal financial aid will not pay for any course passed more than twice. This rule applies whether or not the student received aid for the earlier enrollment and regardless of the minimum grade. A ‘D’ is a passing grade in the academic catalog and considered a passing grade for federal financial aid purposes. Students are liable for any balance.
To receive financial aid, all students must adhere to the following Terms:

- Be admitted into a degree-seeking program of study (Certificate Programs may qualify for some aid)
- Be enrolled in a minimum of six credit hours each semester - Federal Pell Grant awards may be awarded for less than 6 hours of enrollment
- Be a citizen of the United States or eligible non-citizen
- Have a valid Social Security Number

- Meet Satisfactory Academic Progress (SAP) requirements. I understand I could lose federal financial aid eligibility if I am unable to adhere to the Financial Aid Satisfactory Academic Progress (SAP) policies that include three measures: GPA, course completion rate, and maximum timeframe. This policy is separate from the university's policy for academic continuance
- Register with Selective Service (males only)
- All awards are subject to change pending the availability of federal, state, and institutional funding and regulatory verification
- Renew my FAFSA each year
- The traditional GSW financial aid award year is fall and spring. The FAFSA is valid for fall, spring and summer. Once registered for summer, I must submit a separate institutional 'summer application'
- Offered aid is based upon full-time enrollment for undergraduates - 12 hours
- Aid offers not accepted within 30 days are subject to cancellation
- Pending financial aid will be canceled if I do not enroll or if I don't maintain other eligibility requirements. Cancelled aid awards will only be reinstated pending the availability of funds
- Disbursed aid will be prorated according to actual reported class attendance and/or participation. You must participate or attend classes to establish eligibility and remain eligible for federal aid
- Attend 60% of any semester to earn 100% of your federal financial aid
- If I withdraw, drop, or do not otherwise complete all of the courses that I am scheduled to attend in a term, disbursed funds may be returned to the federal government and I will owe a balance to Georgia Southwestern University. This is called the Return of Title IV process
- Know the yearly and lifetime limits to the federal aid programs and my own financial aid history
- Not be in default on a federal student loan or owe a repayment from a federal grant overpayment
- GSW may offer me up to the maximum federal loan amount, and I may reduce the offer when accepting
- GSW will only process a loan for me if I accept and complete entrance counseling and the Master Promissory Note (MPN)
- All students must have a minimum of 6 hours to be loan eligible
- All financial resources must be reported

DISBURSEMENT: Generally financial aid begins disbursing by the day 14 of the semester and refunds are released to eligible students by day 28, 14 days after your disbursement posts to your account.

EMAIL ADDRESS FOR FINANCIAL AID NOTICES: ** The Financial Aid Office uses the Radar e-mail to communicate. In making this commitment, your GSW radar e-mail insures your privacy within the confines of our academic community. It is also necessary to monitor your RAIN account regularly.

The Georgia HOPE Scholarship program is administered by the Georgia Student Finance Commission (GSFC). HOPE recipients are responsible for being aware of all guidelines and information governing Hope Scholarship.

Students with federal or state drug convictions that occurred while receiving financial aid may be ineligible for additional financial aid.

I affirm that I have read and understand the requirements.
Satisfactory Academic Progress Policy  (Effective 2013-2014)

In accordance with the Higher Education Act of 1965, students must be making Satisfactory Academic Progress, both in quality and quantity to receive Title IV Federal Financial Aid and State Financial Aid. The Satisfactory Academic Progress (SAP) standards for remaining in good academic standing for the purposes of receiving financial aid at Georgia Southwestern State University (GSW) are as follows:

Qualitative (GPA) - Undergraduates students must earn the graduating GPA of 2.0. Graduate students must earn the graduating GPA of 3.0.

Quantitative (67% Pace of Completion) - Students must successfully complete a minimum of 67% of the total attempted hours which he/she registers for at GSW. Repeated classes, ESL courses, Incompletes, Withdrawals and earning grades of F, W, WF, WS, U, IP, I, NR done in excess could have a negative impact. These hours count as attempted hours and do not count in earned hours. Example: Your Total Earned Hours divided by Your Total Attempted Hours = . This percentage rate must be at least 67% to maintain eligibility.

Maximum Time Frame - Students are allowed to attempt up to 150% of the hours required for their degree level. Example: If a bachelor program requires 120 credit hours, a student may attempt a maximum of 180 hours before becoming ineligible for financial aid. All periods of enrollment count toward time frame whether or not aid was received. Students who have completed all the coursework for their degree but have not received the degree are no longer eligible for aid. There is only one level of appeal for exceeding the 150% timeframe. This appeal can only be made to the Financial Aid Office.

Learning Support/Developmental - Students can receive financial aid for no more than 30 hours of remedial course work. Students who are required to take remedial course work will be eligible to have their maximum time frame extended by the number of remedial hours taken up to a maximum of 30 hours. If terminated from aid for failure to exit Learning Support students may apply for reinstatement of aid when he/she has successfully exited Learning Support. There is no right of appeal for extended time for exiting Learning Support.

Second Degree - Students who have graduated with a Bachelors degree and wish to pursue a second Bachelors degree will be allowed 60 additional attempted hours toward the second degree. The minimum requirements of (2.0 overall cumulative) GPA and (67%) pace remain. An evaluation can be initiated by filing an appeal. Transfer students - The GPA earned at GSW will be used in the qualitative standard. Credits transferred from prior institutions will be counted as part of the student’s “attempted credit hours”, in calculating the quantitative pace (67%) and maximum time allowed (150%) segment of the SAP calculation.

Transient Courses/ESL: – Are not eligible for federal financial aid.

Changing Majors - Students who change majors during the academic year are strongly encouraged not to withdraw from any classes as they still must meet the 67% completion rate. Students who decide to change majors or degree programs should do so early in their academic career so as not to jeopardize future eligibility for student financial aid at GSW. Changing majors is not a justification for failing to maintain SAP.
**S.A.P. Financial Aid Appeals Process**

GSW has established a SAP Financial Aid Appeals Process to assist students who have failed to maintain SAP due to mitigating circumstances (which has now been resolved or stabilized). Under this process, Georgia Southwestern State University will on an annual basis (the traditional timeline is at the end of Spring Semester) review students’ Satisfactory Academic Progress (SAP). Whether financial aid can be renewed will be based on the results. If students are not meeting SAP and have a documented mitigated circumstance they may file a financial aid appeal to the Financial Aid Office (FAO). This is essentially an unanticipated and unavoidable occurrence beyond the student’s control which directly affected his or her ability to be academically successful and which has been resolved or stabilized so he or she is now able to become academically successful. Examples of mitigating circumstances include documented illness, death in the immediate family, or natural disaster. Students will be notified by mail or email of the outcome of an appeal. As part of an appeal, students must also explain how the situation has been resolved or stabilized.

**Reinstatement** – If an appeal is approved with conditions those requirements must be met each semester to maintain eligibility. Once the student is meeting SAP standards he/she may return to the annual checkpoint and is no longer held to the conditions. If the student’s appeal is denied with conditions, the student is eligible to file another appeal by meeting those requirements without the use of financial aid. Paying out of pocket (including private loans) or sitting out does not qualify a student for reinstatement of aid. Aid will be automatically terminated if the student is suspended from GSW.

**Georgia Scholarship Recipients** - In addition to the SAP standards above Zell Miller and HOPE Scholarship recipients must adhere to Georgia guidelines. For your convenience those guidelines can be found at the gacollege411 website. These scholarships will be reviewed at the end of spring semester, at 30, 60, and 90 attempted hours. Zell recipients must maintain a 3.30 HOPE GPA and Hope recipients must maintain a 3.0 HOPE GPA. After 127 HOURS (or maximum degree requirements) have been attempted eligibility ends.

Students who lost Zell or HOPE eligibility, but have regained a minimum 3.0 GPA, should submit a HOPE/Zell Evaluation Form from the GSW – Financial Aid Form website to determine if and when aid can be reinstated.

Additionally, seven years after high school eligibility must be reviewed with the state agency before continuance.

**Academic Renewal** - The US Department of Education does not recognize academic amnesty or academic renewal in relation to financial aid satisfactory academic progress. GSW is required to include all courses and grades in evaluating a student’s satisfactory academic progress. However, if there were documented mitigating circumstances please file a financial aid appeal for further consideration.

Students may be awarded Federal Pell Grants, Federal Perkins Loans, Federal Supplemental Educational Opportunity Grants (FSEOG), Federal Work-Study, Federal Direct (Subsidized, Unsubsidized, and Parent PLUS) loans, HOPE Scholarship, Zell Miller Scholarship, etc. for the semester in which the student is now making SAP, the semester for which a SAP appeal has been approved, or for the next period of enrollment.

**Deadlines** – Appeals should be submitted to the Financial Aid Office prior to the beginning of the semester for which aid is being requested. Appeals received after the semester begins will be reviewed but students must pay fees and be reimbursed if the appeal is approved.

**Decision** - Students who wish to appeal the outcome, (except for maximum time and learning support) may appeal to the Vice President of Student Affairs prior to the beginning of the semester for which aid is being requested. This is the final level of appeal regarding financial aid.

**All other rules and regulations governing federal and state financial aid programs still apply and are subject to change without notice.** If you have questions concerning the Satisfactory Academic Progress Policy for Student Financial Aid Recipients telephone 229-928-1378, email finaid@gsu.edu or visit the Financial Aid Office, (fax- 229-931-2061) located in Sanford Hall, Room 207.
STUDENT ACCOUNTS

Fee Payment Information:
It is the student’s responsibility to determine the balance due on their account and render payment by the fee payment deadlines. The web registration system is available 24-hours per day for this purpose.

HOW TO PAY:
Online payment options available for tuition, fees, dorm and meal plans are:

• Credit Cards - MasterCard, Discover, or American Express is accepted. A 2.75% convenience fee will now be added for using a credit card.
• E-check (electronic check) - no convenience fee will be added when paying by e-check, but you will need your bank routing number and your account number.

Credit Card/Echeck Payment Instructions
• GSW Home Page- www.gsw.edu <http://www.gsw.edu/>
• Pay Student Fees Pay Button (left bottom section)

Payments made in the Student Accounts Office for tuition, fees, dorm, and meal plan charges:
• Cash
• Check

Financial Aid
• Accepted: Personal Checks, Travelers Checks, Cashier Checks, and Money Orders
• (FULL payment made payable to Georgia Southwestern State University with the student’s Banner ID number and telephone number noted on the check)
• Not Accepted: Counter or Starter Checks, 3rd Party Checks, Credit Card Checks, or Partial Payments

WHERE TO PAY:
• Credit Card Payment @ (Pay Student Fees on GSW Home Page www.gsw.edu
• Student Accounts - Marshall Student Center- (Monday-Thursday, 8:30AM-5:00PM and Friday 8:30AM – 3PM)
• Mailed to Student Accounts, Georgia Southwestern State University, 800 GSW State University Drive, Americus, GA 31709
• This applies to all payments submitted in person or via postal services. Payments via telephone will not be accepted
• To view/print an invoice (which will include memoed financial aid) - go to Student Services, go to Registration, click Select Term, and then go to Registration Fee Assessment.
• Tuition and fee charges for fall term will not be available until after July 1.

*EXCESS FINANCIAL AID:
There are two options for receiving your excess Financial Aid:
1. Canes Card – the refund will be credited to your card. This is the fastest and most secure way of receiving your money.

2. Paper check – the refund will be mailed to the address you have provided and is on file with the Registrar’s Office. It is the student’s responsibility to make sure the address is correct before the check is written. It could take up to 2 weeks or longer for you to receive thru regular mail. We do not send thru any sort of specialized tracking system.

You must look in the RAIN Announcement column for disbursement dates and refund status.
Additional information:
http://gsw.edu/GSWCT-Student

Minimum system Requirements for Student’s computers:

- Operating Systems: Windows: XP or higher, Apple OS 10.x or higher
- Antivirus: While not required the use of an antivirus and firewall solution is highly recommended.

Residence Halls:

Residents located in Southwestern Oaks 1 and 2, Southwestern Pines and Southwestern Magnolias 1 and 2 may use either a wired or wireless network connection. To use the wired network connection, residents’ computers must have an Ethernet network card and minimum Category 5E network cable. The recommended cable length is 15’. To access the wireless network (ResNet) in each building, residents’ computers must have a wireless network card that supports 802.11G or 802.11N installed. 802.11A is also supported. 802.11B is not supported on campus.

For problems connecting to the internet in your room, please contact IT help desk at techsupp@gsw.edu or 229-931-2074.

Computer Repairs

The GSW IT Department is not permitted to work on personal equipment, including but not limited to desktop or laptop computers, printers, smart phones, etc.

For repairs needed to your computer, please go to http://gsw.edu/Resources/FacultyandStaff/IIT/TechSupportServices/ for a listing of local vendors.

CanesNet Login

The student’s CanesNet username is the part of the Radar email address before the ‘@’ symbol, and your password must be created using the Reset Password link: https://support.gsw.edu/SpecopsPassword/Reset/

Your CanesNet login is used to log in to computer labs on campus, access the CanesNet wireless network, and log in to your student email account. For more information regarding your CanesNet account, please go to: http://gsw.edu/Resources/FacultyandStaff/IIT/GettingStarted/CanesNet

Registration and Academic Information Network (RAIN)

Log in to RAIN by clicking the RAIN link on the main GSW website (gsw.edu) or https://rain.gsw.edu.

Username: gswID#
PIN: initially your six digit birthday (i.e. 110487 for November 4, 1987)

For assistance logging in to RAIN contact:
Registrar’s Office
registrar@gsw.edu 229-928-1331

Radar Student Email

GSW has set up an email account for every enrolled student. Email will serve as an official means of sending information to students by faculty and staff.

To verify your email address:
- Click on Personal Information and then click on View E-mail Addresses. One of the email addresses listed should be <user>@radar.gsw.edu”. This is your email address on radar. The part before the @symbol is your username to log into radar.
- Your password is your CanesNet password

To Access your email:
Log into http://mail.radar.gsw.edu

For assistance with email contact: Tim Faircloth
tim.faircloth@gsw.edu 229-931-5076

GeorgiaVIEW

GeorgiaVIEW is used for accessing online course material and for online courses.

- To login into GeorgiaVIEW, please go to http://gsw.edu/GeorgiaVIEW/
- Your user name is the part of your RADAR email address before the ’@’ symbol.
- Prior to logging in for the first time and entering your username, you have to set up your password by clicking the “Forgot Password?” link. An e-mail with the password reset link will be sent to your RADAR email address.

For assistance with GeorgiaVIEW contact:
Alla Yemelyanov
gaview@gsw.edu 229-931-2969
What is RAIN?
RAIN provides a convenient method for students and faculty to obtain information via the Web. Upon entrance, the system determines whether the user is a student, or faculty. Once this “role” is established, the user is given access to the appropriate information. The system provides a way for students to track their progress through their degree program and view their schedule. For faculty and staff, the system will allow access to address and emergency contact information.

Why use RAIN?
Students can use the system to obtain information such as holds on your account, Semester Grade Reports, Academic Transcripts (Unofficial) Account Summary and Fee Assessments, Financial Aid Status, Registration Status, Current Schedule, Change of Address Form, Transcript Request Form, Enrollment Verification Form, Application for Graduation and Student Email Address.

When can RAIN be accessed?
View RAIN, under normal operating conditions, Sunday through Friday from 7:00AM to 11:59PM and Saturdays from 7:00 AM to 10:00PM.

How to get a PIN
In order to enter the system, your PIN is required. If you are unable to remember your PIN, bring a photo ID to the Registrar’s Office and your PIN will be reset.

How to navigate through RAIN
DO NOT use the BACK or FORWARD buttons for navigation anywhere with this system except as noted. Use Menu buttons as links to navigate. There is a 30 minute session inactivity time out. This means that if you do not use the system for 30 minutes, you will receive an inactivity time out message and you will be prompted to re-enter your Id Number and PIN to regain access to the system.

How to Exit RAIN
Use the EXIT button to disconnect. No one will be able to access your records without re-entering your Id Number and PIN. Exit out of your web browser.

How to ensure privacy and security
Clear the Cache of the web browser you are using.

RAIN INSTRUCTIONS
• Go to the GSW homepage at http://www.gsw.edu. Click on the arrow of the “GSW Community Links” drop-down box in the top right corner of the screen. RAIN is the second option. Click on Rain.

• At the RAIN main menu, select the Secured Login option from the drop-down menu. It is the first listing.

• Enter your User ID and PIN. Click on Login.
(Your USER ID will always be your gswID#. Check the link https://rain.gsw.edu/prod8x/bwwkgsid.P_GetSSN to get your gswID#.)

• The first time you Login, your PIN will be set to the six digits of your birthday. For example: if your birthday is April 18, 1980, your PIN number would be 041880. Click Submit.

• The next screen will require a Login Verification Security Question and Answer.

• Follow the directions and enter a question to which only you would know the answer. Then, type the answer. Click on Login.

The first time you Login, you will be notified that your PIN has expired. Re-enter the original PIN (the six digit of your birth date (MM/DD/YY). Next, create your own PIN. Remember, the PIN must be six numeral digits. Then, re-enter your new PIN.

On subsequent visits to the web, you will simply re-enter the new PIN you created. Your PIN may be changed at a later date. If you forget your PIN, simply click on the Forgot PIN button. You will be prompted to provide the answer to your security question. Once you are logged into RAIN, you must provide a new PIN to be used for future logins. The Terms of Usage page will appear the first time you use the Student Web. READ THIS CAREFULLY. If you agree to the terms, Click Login. If not, exit.

If you choose to continue, you will have two menus to select from:
1. Student and Financial Aid Menu
2. Personal Information

It is preferable to navigate through the forms you select by clicking on the links indicated on the screen. It is also recommended that you avoid using the “back” button on your web browser.

If you view personal information that is incorrect, contact the Registrar’s Office in person.

LOGOUT INSTRUCTIONS
To ensure privacy and security of your student records, at the top of the web page, click on the Exit button.

Completely LOGOUT of RAIN, and close the web browser.
The Department of Public Safety is a state certified law enforcement agency. It is responsible for the on-campus enforcement of the Georgia criminal and motor vehicle code, the ordinances of the City of Americus, and the University’s Code of Conduct and parking code.

The Department operates 24 hours a day including weekends and all holidays. The department is located in the Hershel Smith Public Safety Building. (Phone 229-931-2245).

The 24 hour emergency number is 229-931-2245. Public Safety should be called anytime to report criminal activity, fires, and medical emergencies.

The Department investigates all crimes which occur on campus and prosecutes these cases in state and superior court when warranted. Public Safety also refers cases to Student Services for disciplinary action.

Public Safety offers educational programs dealing with various crime and fire prevention topics. Current crime statistics and personal safety information are located within the office as well as on the Public Safety Webpage.

Parking – All students, faculty and staff who operate a motor vehicle on campus must register their vehicle with Public Safety.

The campus has been divided into zones which are assigned to residential and commuter students and faculty/staff members.

When a vehicle is registered, a zone will be assigned and a decal issued. The decal must be placed on the vehicle in the lower left corner of the vehicle’s rear window, or on the bumper. Vehicles with improperly displayed stickers may be ticketed. The decal must be attached to the vehicle to complete the registration process.

A copy of the Parking Code is available in the Public Safety office as well as on the Public Safety Website. It is the responsibility of the driver to read and comply with the parking code.

Campus Parking decals are required for all visitors, students, faculty and staff. Decals can be obtained from the Public Safety office during regular office hours. The cost for a decal is $18. Decals are valid through the end of the academic year.

Temporary or Visitor’s parking permits may be obtained for visitors at no charge and must be hung on the rear view mirror facing forward.

Parking stickers must be attached into the lower left corner of the vehicle’s rear window or on the bumper:

Parking is organized by zones as follows:
- “B” zone is for resident students
- “X” zone is for commuter students
- “Open” zone is for All Registered vehicles (Resident, Commuter, Faculty/Staff, or Visitors).
- “All Visitors should always obtain a visitor’s pass when parking on GSW’s Campus.
- “Staff” zone is for faculty, staff and other GSW employees

Visitors may park in “X” or “B” zone, or in designated visitor parking areas. Parking zones are enforced only on school days and only between 8:00am and 5:00 pm with the exception of no parking zones (yellow curbs) and handicapped parking spaces.

The patrol division is made up of certified law enforcement officers. All Public Safety Patrol Officers have powers of arrest on GSW campus and authority up to 500 feet outside campus boundaries. Officers have completed Georgia Basic Peace Officer training and attend a minimum of 20 hours additional training annually. Duties of a patrol officer include everything that might be expected of a city police officer including traffic control, working vehicle accidents, taking reports of crimes as they occur, and general safety of the campus community and property.

All parking violations on the campus of GSW are $25.00 per citation if cited with a campus parking citation. In the case of handicapped space violation, a Uniform Traffic Citation will be issued and will have to be settled with the Municipal Court of Americus, Georgia. Fines can be paid in the Public Safety Department in the Hershal Smith Public Safety Building or in Student Account Department Located in the Marshall Student Center.
CAMPUS BOOKSTORE

The Campus Bookstore at Georgia Southwestern State University is institutionally owned and operated. The bookstore has been established to provide the student body with goods and services at the least possible cost. It is a part of the University and has goals directly centered on the satisfaction and success of the students and faculty. The bookstore is self-sufficient, receiving no funding from the University System, and any profit is returned to the institution. The success of the bookstore lies with the success of the students.

The bookstore carries new and used textbooks, with an emphasis on trying to obtain as many used textbooks as possible through student buybacks and various wholesale distributors. In addition to course materials, the bookstore stocks computer software, mass-market paperback books, computer books, study aids, reference materials, and school/office supplies for academic use. The bookstore also has gifts, including tee shirts, hats, coffee mugs, seasonal gift items, balloon bouquets, greeting cards, a classic collection of crystal engraved with the school seal, and many other gift items. Other goods and services offered through the bookstore include fax services, phone cards, and special ordering for any academic materials at no cost. The bookstore accepts personal checks, Mastercard, Visa, Discover, American Express, gift cards, and Financial Aid.

LOCATION AND STORE HOURS

The Campus Bookstore is located in the Marshall Student Center on the campus of Georgia Southwestern State University. During fall and spring semesters, the bookstore is open from 8:30 a.m. until 5:00 p.m. Monday through Thursday and from 8:30 a.m. until 3:00 p.m. on Friday. The bookstore closes during breaks to restock shelves for the following term. The store is also closed on holidays. Extended hours of operation are offered during the beginning of each term to accommodate the large volume of students buying books and supplies for new classes. Textbooks and merchandise are also made available online at www.gswbookstore.com

TEXTBOOKS

The Campus Bookstore carries both new and used textbooks. Used textbooks save students 25% off the new retail price. Textbook rentals are also available on many titles and save students up to 75% off retail prices. A valid credit/debit card and student ID is required to rent textbooks. Cash, check, credit, debit or financial aid may be used to pay for rentals.

The textbook buyback is conducted at the end of every semester during final exams. Books that are not changing to new editions and will be used the following term will be purchased at 50% of the price paid for the book. Books that are not being used again by the bookstore will be purchased by the buyer at established wholesale prices. The textbooks carried by the bookstore are based strictly on faculty selection. Every attempt is made to have the books in stock before the beginning of the term, however there are occasional delays due to receiving the text information late, publishers being out of stock, late or misdirected shipments, or unexpected increases in a course’s enrollment.

REFUND POLICY

The bookstore encourages students to attend class before purchasing textbooks. A full refund will be given during the drop/add period of the current term, which is generally the first week of the semester. The store is simply unable to allow students to keep the materials for a longer period of time and still return them for full credit. New textbooks must be returned in new, saleable condition with no markings whatsoever to be eligible for a refund. A student ID and cash register receipt is required for a refund. Any markings result in the book being reduced to a used status and only a 75% refund given. General supply, gift, and clothing merchandise may be returned for any reason for a full refund within 7 days of purchase with a receipt. Defective merchandise may be returned any time throughout the semester for an exchange. Shrink-wrapped books must be returned in the original wrapping for a full refund. Textbooks purchased after the drop/add period are non-returnable. Sale items, study guides, special-order items, mass market paperbacks, and computer software are non-returnable.
Dining Services

Food services at GSW provide the students with quality and variety at an economical price. The campus food service is contracted with ARAMARK, an internationally recognized management corporation. Students with a meal plan are provided a wide selection of all-you-can-eat meals. A typical meal in the residential dining facility (RFoC) offers a produce market, self-serve deli, grill station, pizza/pasta station, RFoC comfort station, vegetarian station and assorted baked goods and desserts. The RFoC is located in the Marshall Student Center.

The new Chick-fil-A and Boar’s Head Deli is the place to go for your favorites. Also enjoy Bene Pizza, Montague’s Deli, Grill Works, Fresh Market Smoothies, Java City gourmet coffee, freshly prepared Grab and Go desserts, salads, and sandwiches. Pay cash, credit card or flex dollars for the items you purchase. The Cane’s Den is conveniently located in the Student Success Center.

C3 is a convenience store that offers students more than just basic groceries and supplies. C3 offers quick meal solutions; microwaveable meals; a plethora of snacks, beverages and candy bars; and many health & beauty items as well as paper and cleaning supplies to fill those gaps between your regular stock up shopping trips. C3 is conveniently located in the Marshall Student Center.

Java City offers a variety of specialty coffees, such as Lattes, Mochas, Cappuccino, Espresso, iced and frozen blended drinks, including 100% fruit smoothies and more. Java City also offers a selection of grab & go sandwiches, wraps, salads, fruit cups, and parfaits for students needing a meal on the run.

Freshmen & Sophomores must choose one of the following plans:

10 meals per week (any 10 meals, Monday - Sunday) ...... $1,428 per semester
*Includes $240 flex dollars

15 meals per week (any 15 meals, Monday - Sunday) ...... $1,537 per semester
*Includes $240 flex dollars

Unlimited meals per week (Monday - Sunday) ...... $1,537 per Semester
*Includes a declining balance of $120

Juniors and Seniors living in the Residence Halls must purchase a meal plan with a cost of a minimum $100 of flex dollars or by choosing from one of the meal plans below. A Block meal plan is a plan that allows you to eat in the RFoC a set number of meals for the entire semester. Once you run out of meals, you may purchase more from the Office of Residence Life. The plans are as follows:

40/40 Block Meal Plan + $100 Flex dollars.......$370
25/25 Block Meal Plan + $100 Flex dollars.......$280

Flex dollars may be used to purchase items in the, C3, Java City or additional meals in the Dining Hall. This type of account is also offered to commuting students who would like to take advantage of the convenience of eating on campus. Students who add at least $100.00 in flex dollars to your account get a 10% bonus. Meal plans or declining balance dollars may be purchased during registration or by visiting the Office of Student Life located in the Student Success Center.

Note: Meal Memberships can be purchased through the Office of Residence Life. Flex dollars added to your membership rolls over from Fall to Spring semesters, but not from Spring to the following Fall semester. Only one meal per meal time period is permitted with a board plan.
**Residence Life**

**SOUTHWESTERN OAKS**
* Private and shared bedroom suites
* Semi-private bathrooms
* Loftable and bunkable beds
* Rooms furnished with extra-long twin beds, dresser, desk and chair
* High speed internet access

Private Bedroom Rate: $2,490/semester  
Shared Bedroom Rate: $1865/semester

**SOUTHWESTERN PINES**
* 4 Bedroom/2 Bath Apartments
* Carpeted bedrooms furnished with extra-long twin beds, dresser, desk and chair
* Living room furniture also furnished
* Kitchen furnished with oven, microwave, and refrigerator
* High speed internet access

Private Bedroom Rate: $2535/semester

**SOUTHWESTERN MAGNOLIA**
* Private bedroom suites
* Semi-private bathrooms
* Loftable and bunkable beds
* Rooms furnished with extra-long twin beds, dresser, desk and chair
* High speed internet access

Private Bedroom Rate: $2,490/semester
Health Services

On-campus health services are provided at the Herschel Smith Health Center. The center provides services to students with minor illnesses or injuries and promotes positive physical and mental health. A health services professional staff member is available during the regular academic year from 9 am-6:30 pm Mondays and Wednesdays; 9am - 6pm on Tuesdays, 8am - 6:30pm on Thursdays and 8am - 2:30pm on Fridays. During summer semester the health center is open Mondays - Thursdays 7:30am - 5:30pm and on Fridays from 7:30am- 11:30pm. The Health Center is open to students by appointment or on a walk-in basis. The Health Center offers Women’s and Men’s clinics every Thursday from 8am - 12noon. Also, free monthly HIV testing on the 2nd Tuesday of each month. If a student needs emergency medical assistance when the Health Center is closed, the student should contact emergency medical services by dialing 911 or Public Safety. Public Safety’s emergency phone number is 229-931-2245.

Other services provided include consultation services with the Health Center staff, and a comprehensive Women’s clinic each Wednesday. Hospitalization, prescribed medications, laboratory, X-ray services, and consultations with non-university medical specialist are not included in the semester health service fees. Cost associated with these services is the financial responsibility of the student.

A student who utilizes Health Center medical services is expected to visit the Health Center at times that do not conflict with academic responsibilities. After a student has been assessed in the Health Center, we will provide a written recommendation to excuse from class only if we feel there is justification. By Georgia Southwestern State University policy, an excuse from class can only be granted by the professor of that class.

The Health Center provides care for all currently registered students and currently employed faculty and staff (who must pay the co-pay health fee whenever using the health center). A mandatory health fee is assessed to students currently enrolled in three or more credits on GSW’s campus. A student registered for less than three credit hours has the option to pay the semester health fee, or a co-pay for each visit. The semester health fee entitles the student to consultation services with the professional Health Center staff. There are free over the counter medications available as well as first aid supplies, without charge. Students are assessed fees for prescription medications dispensed at the center, equipment, lab tests and special procedures.

Students seeking medical assistance from the Health Center must have a completed certificate of immunizations and a health history form on file at the Health center. Students must be currently enrolled in classes at the time of treatment.

A student accepted for admission will receive a certificate of immunization and a health history form which is to completed and returned to the Director of the Health Center prior to enrollment in the University. Evidence of two MMR’s are required of students born in 1957 or later. All students are required to have Varicella, and Tetanus-Diphtheria. Hepatitis B vaccination -required for all students who will be 18 years of age or less at matriculation. Newly admitted freshmen or matriculated students planning to reside in university managed housing are required to have the meningococcal vaccine or sign a waiver (If the student is under the age of 18 a parent must sign the document). All new students (freshmen, transfers, and others) attending regularly scheduled classes or receiving resident credit will be required to submit a certificate of immunization prior to attending such classes. Students will not be permitted to attend classes or reside in campus housing until the required immunization record is on file with the Health Center.

International students must have documentation of two measles, mumps, and rubella immunizations or blood tithers for immunity to measles, mumps and rubella. A PPD tuberculin skin test is required within 10 days of arrival to campus. If positive, the students must have a chest X-ray within 2 weeks of arrival to campus. No X-ray films will be accepted. A Severe Acute Respiratory (SARS) Questionnaire form must be completed upon arrival to campus and completion of the tuberculosis screening questionnaire. All reports and documentation must be in English. All immunization forms and reports must have signature of health care provider, address and contact phone number in English.

It is recommended that each student discuss with his/her health care provider the need for additional immunizations such as, pertussis, hepatitis A, and influenza.

It is recommended that all students carry major medical insurance to provide supplemental coverage in the event of an acute injury or illness requiring hospitalization. A low cost Health Insurance Program is available to students attending GSW. Georgia Southwestern State University requires that all international students submit proof he/she (and all dependents) is covered by an approved health insurance plan. International students must present proof of this coverage each semester prior to registering for classes. If there is no proof of insurance, enrollment in university insurance program is automatic. Please contact the Health Center for brochures and plan information.

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LIBRARY SERVICES
The James Earl Carter Library is named in honor of the father of former President Jimmy Carter. It contains over 190,000 volumes and currently subscribes to 234 journals. As a selective United States Government Depository, the Library houses over 300,000 federal government publications in various formats. The Library’s multimedia collection includes LPs, video tapes, audio-tapes, CDs, DVDs, and software. Special collections include the Dr. Harold Isaacs Third World Studies collection and the GSW Historical collection.

Through our participation in GALILEO (Georgia Library Learning Online), the Library provides access to over 90 databases. The Library’s online catalog is part of the state-wide integrated online system, GIL (Galileo Interconnected Libraries) which also provides our users with access to the holdings of all the universities in the University System of Georgia through its universal catalog. Items may be borrowed from any institution in the USG through GIL Express. The Library seats over 600 and provides individual and group study areas. The Library’s computer lab has 30 computers. Additional student computers can be found on both levels of the Library. The Library also provides wireless access. Audiovisual equipment and facilities include microfilm and microfiche reader-printers, copying machines, and head phones, tape-recorder, tv/dvd, scanner, flip cameras, and a CD player.

The Library offers an Area B Course, LIBR1101, participates in UNIV1000, and many services including Interlibrary Loan, reserves, and reference assistance. The Library provides group and individual library instruction, tutorials, and demonstrations upon request. The Library’s electronic services include email submission of ILL, renewal, hold requests, reference inquiries, and an online suggestion box.

The Library is also home to the Oral History Center, Music Listening Library, and Fine Arts Gallery. Further information about the Library, its collections, services, hours of opening, and staff can be found on the Library’s website: http://gsw.edu/Library/.

POST OFFICE
The University Post Office is a contracted unit of the United States Postal Service, and is located in the Marshall Student Center. We offer most of the services of a city post office, including Express Mail, Priority Mail, purchasing stamps, and money orders. You’ll find your GSW mailbox located here.

Post Office hours
9:30am - 4 pm Monday – Thursday
9:30am – 2pm Friday

A GSW mailbox is assigned to each student living in the residence halls. You will receive your mailbox assignment on move in day, or you can come by the GSW Post Office for your assignment. This mailbox will be active as long as you are living on campus. If you are not living in the residence halls (including Summer Semester) a forwarding request form must be submitted to the GSW Post Office. If you do not submit a forwarding address, all mail will be returned to the sender according to the rules and regulations of the United States Postal Service. Your GSW mailbox is for YOUR use only. Any mail that does not have YOUR name and box number will not be distributed into your mailbox.

Mail should be addressed to students as follows:
STUDENT NAME
GSW BOX ___
800 GSW STATE UNIVERSITY DRIVE
AMERICUS, GA 31709-4376

For further information contact the Postal Services Supervisor at 229-931-2364.
V.P. OF STUDENT AFFAIRS
The Vice President of Student Affairs is dedicated to student development. To achieve this, the VP leads and encourages the Student Affairs team members to provide quality programs, facilities and services that will enhance the educational and personal experiences of GSW students. The V.P. of Student Affairs is responsible for supervision of the following departments and areas:

Assistant Dean of Students  Orientation & Leadership
Campus Activities & Programs  Parents Association
Career Services  Recreation & Wellness
Counseling Services  Event Services
Residence Life & Campus Housing
Student Conduct  Financial Aid
Student Organizations  Volunteer Services
Fraternities & Sororities  Health Services

ORIENTATION PROGRAMS
Orientation Programs for new and transfer students are provided throughout the year. A number of S.T.O.R.M. Days are held during the summer months prior to the beginning of the fall semester for new and transfer students entering Georgia Southwestern. Sessions are also available for students registering for Spring, Fall & Summer terms. Students interested in applying to become an O’Team Leader, should contact the Division of Student Affairs at 229-931-2377 sometime during the fall semester.

DIVISION OF STUDENT AFFAIRS
Student Affairs offers the opportunity to enhance our students’ collegiate experience with co-curricular activities that include Greek Life, Campus Recreation and Intramural Sports, Campus Activities, Homecoming and other Georgia Southwestern traditions. Students can become involved with over 60 clubs and organizations, as well as, the Student Government Association, all of which will aid in their academic and personal development.

Please stop by the Division of Student Affairs located in the Student Success Center on the third floor. You may also call us at 229-928-1387 for more information, or visit us on the web at http://gsw.edu/campus-life/studentaffairs/for more information on how you can get involved.

THE CAMPUS ACTIVITIES BOARD
Campus Activities Board (CAB) provides students with quality entertainment and activities throughout the regular academic year. Our executive board consists of 6 Program Directors and 3 Advisors. CAB is always recruiting volunteers for our PIT (programmers in training) Team and sponsoring events that you, the student, want to bring to campus. From concerts to comedians, to movies and game nights, CAB is always entertaining! All weekly meeting times are posted at the CAB office or on the online calendar at http://gsw.edu/events.
GREEK LIFE
Greek Organizations offer students an opportunity to enhance University Life in a unique environment. Fraternities and Sororities promote scholarship, encourage community service and philanthropic work and allow for athletic intramural opportunities. Commitment to personal and organizational excellence is the cornerstone of the Greek experience at GSW. At GSW, we have 11 National Greek Letter organizations 2 CPH Sororities, 3 IFC Fraternities and 5 NPHC Fraternities and Sororities. Fall Recruitment for both IFC and CPH organization begin in early fall so register early. NPHC recruitment is year round so see a member if you are interested!

CAREER SERVICES
Programs and services of the Career Services Center help students gain information needed to make decisions about careers, life planning and acquiring job search skills. Specific programs and services include individual and group career counseling and assessment, computerized career information, resume preparation, interviewing, and job search workshops. A career planning class will be offered to assist students with developing appropriate career-related goals and in selecting a major corresponding with the student’s goals.

Student participation in area and regional career fairs is coordinated by the Career Services staff, giving students the opportunity to meet and interview with representatives from business, industry, government, hospitals, health agencies and graduate school. Experiential learning opportunities are available either in internships or in Cooperative Education assignments.

Career Services posts extensive job announcements for part and full time jobs, and has a web-site for resources: http://gsw.edu/career. Students may email Career Services at: career@gsw.edu or reach us by phone at 229-931-2237. The Career Services office is located in the Student Success Center Rooms 3404 & 3405.

CAMPUS COMPUTING
GSW offers students a variety of technology-based services on campus. Each student is assigned a campus email address by Information and Instructional Technology. Information on accessing your student email account can be found at: http://www.gsw.edu/~oiit/studentemail.shtml

Residence Hall occupants may have Internet access in the dorm room. Each residence hall also has a small computer lab with Internet access, GALILEO access, word processing and printing capabilities.

The James Earl Carter Library provides GALILEO access in the Library to many digital research databases and periodicals. A computer lab is also available in the Library to facilitate the student’s work in preparing research papers. See the Library’s website for additional information regarding access hours.

Computer Labs are available in the Academic Skills Center and the James Earl Carter Library. See the GSW website (http://gsw.edu) for current hours. The labs are generally available during the day, in the evenings, and on the weekends. The use of technology based services at GSW is governed by the Computer and Network Usage Policy found in Appendix P of this publication and on the web via the GSW website (http://gsw.edu) under the Policies link on the main page. Each student is strongly encouraged to become familiar with this Policy.

COUNSELING
The Counseling Services Department at GSW is located in the Student Success Center Rooms 3401-3403 (Phone 229-931-2708). The goal of this office is to work with students on an individual basis. Students struggling with a wide variety of personal issues and academic concerns may seek counseling from the Counseling Services Department. Respect for the individual, his or her values, and unique circumstances underlie our work with students. Most concerns can be dealt with through short-term individual counseling. Referrals to community resources are made when necessary. All counseling services are completely confidential to the limits provided by law. No information (except that protected by law) can be released within or outside the University without the individual’s written consent.

DISABILITY SERVICES
Georgia Southwestern State University and the Office of Disability Services is committed to making sure that any student with a disability receives equal access and an equal educational opportunity. The Office of Disability Services is responsible for providing reasonable accommodations and services to students with a documented disability. Please contact the Disability Coordinator at (229) 931-2661 or visit Room 302, third floor, Sanford Hall to obtain more information.

UNIVERSITY WRITING CENTER
The University Writing Center, located in ACE 104, is a helpful resource for students through all stages of the writ-
The Writing Center provides student writers with trained readers who can provide valuable feedback on their writings. All writers are encouraged to come to the Writing Center, regardless of their level of writing, since all writers can benefit from the feedback of a reader. In addition, Writing Center consultants assist with all aspects of the writing process, from brainstorming to revising, and can also help with grammar, style techniques, formatting, and citations. Writing consultants are available for face-to-face or online consultations. Appointments can be made at http://gsw.edu/writingcenter. You can also contact a consultant at writing.center@gsw.edu or (229) 931-4305.

CAMPUS RECREATION/INTRAMURAL SPORTS
The purpose of Intramural Sports and Recreation at Georgia Southwestern is to offer a wide variety of activities either organized or self-directed so that all members of the University community have an opportunity to participate. University Recreational Services provide the University community the outlet to physical well being through physical activity. Intramural team sports offerings include flag football, soccer, softball, basketball, and volleyball. Numerous individual and dual sports such as tennis, golf, and billiards are also made available throughout the year. We also have a budding club sports program featuring disc golf, bass fishing and racquetball. There are also employment opportunities available through our office. Recreational facilities available include the intramural Gym, athletic field, tennis courts, fitness center, racquetball court, climbing wall, ropes course, and fitness trail.

GSW Fitness Wellness programs offer a variety of group exercise classes. Anything from ZUMBA to yoga. The weight room features free weights, Cybex selectorize machines and a cardiovascular area. We cycle in new cardio equipment every 3 years.

Like the outdoors? Each semester a variety of trips and special events are offered to students for minimal or no cost often times through the Georgia Conservancy.

All intramural sports, aerobics and outdoor recreation information is available on the first day of classes in the Recreational Sports Office in the Student Success Center Room 3409 or call 931-2365

RELIGIOUS GROUPS
Various religious organizations assume responsibility for directing religious activities on campus, encouraging attendance at the house of worship of one’s choice, endeavoring to instill in students a deeper understanding of their faith and engaging in programs of religious emphasis. Some groups at GSW are the Baptist Collegiate Ministry, Cornerstone Campus Ministry, Presbyterian Student Center, and the Wesleyan Foundation.

STUDENT MEDIA & PUBLICATIONS
Siroco – This is a literary magazine published each spring semester. It contains poetry, prose, art, and photography. Material should be submitted to the Siroco through the university English Department.

GSW-TV16/Hurricane Watch – The station provides educational, informative, and entertaining programming. GSW-TV16 provides hands-on experience for students in television broadcasting and production.
Student Resources

The Sou’Wester – A bi-monthly student edited and managed campus newspaper is viewable online at www.gswnewspaper.com and will be printed at various times throughout the semester. All students are invited to work on the staff in news, sports, arts, and photography. Some paid positions are available. The office is located in the Student Success Center Room 3452.

STUDENT GOVERNMENT ASSOCIATION
The students of Georgia Southwestern State University promote a college-wide atmosphere for intellectual growth, high standards of conduct, university spirit; to stimulate common understanding and cooperation between the students and faculty/administration; to protect the rights and principals of individual students; and to govern the student body. SGA has its weekly meetings every Thursday at 5pm in the SGA Conference Room located on the 3rd floor of the Student Success Center. Please stop by and voice your concerns.

HONOR SOCIETIES
Georgia Southwestern has a wide variety of student Honor Societies. The societies vary from Inter-Departmental to Greek to Academic base. Students who are invited into a Honor Society should immediately join, or otherwise run a risk of never being invited again. Honor Societies are a vital part to any college experience and look great on your resume. So take the opportunity to join!

STUDENT RESOURCES

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<td>Linda Randall</td>
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IDENTIFICATION (ID) CARDS

GSW provides every student with a CANES CARD. The CANES CARD is the official Identification Card for Georgia Southwestern State University. Students can use their CANES CARD to receive financial aid refunds, access the Dining Hall, Java City, C-Store, and Canes Den. The CANES CARD can also be used to make on campus and off campus purchases or access ATMs for cash. The CANES CARD functions as a pre-paid DEBIT card, students can only make purchases if they have money applied to their CANES CARD.

Every student will need to have a CANES CARD to access GSW facilities such as the fitness center, game room, library, swimming pool, bookstore, academic computer labs, and the Residence Halls.

For new students CANES CARDS will be made on STORM Day and Registration Day in the Canes Card Office located in the Marshall Student Center. The CANES CARD office will be open Monday-Thursday from 9am-5pm and Friday from 9am-2pm. Students can contact the CANES CARD office at (229) 931-5091 or Student Accounts (229) 931-2013 with questions or concerns.

If a CANES CARD is lost, stolen, or destroyed, cards can be replaced for a fee paid in the student accounts office.
WELCOME TO
The GSW Testing Center

Third Floor Sanford Hall
Room 310

Georgia History Exam
Test of Essential Academic Skills (TEAS)
Miller Analogies Test
CLEP Testing Program
Proctor Service
Compass Test

The Testing Center provides secure testing, accurate scoring, clear reporting and responsive service. For more information about the testing center, log onto http://gsw.edu/Academics/Academic-Resources/Disability-Services/testing-center/. We will be offering more tests in the near future.

Contact Information

Ms. April Dodson
april.dodson@gsu.edu
Testing Assistant/Proctor
Sanford Hall, room 318
(229)931-2933

Ms. Janice Woodham
janice.woodham@gsu.edu
Testing Coordinator/Proctor
Sanford Hall, room 301
(229) 931-2085
The transition to the University can be daunting. Some students make the adjustment easily, while others become overwhelmed by the pressures. Counseling Services provides a variety of services to help students effectively cope with stressors imposed by the University environment. The center is located in the Student Success Center Room 3400. The center operates on an open door policy. However, appointments are accepted by calling (229) 931-2708.

The services that are provided are short-term and are free to GSW students, as well as faculty and staff.

- Personal Counseling
- Academic and Educational Counseling
- Conflict Mediation
- Group Therapy
- Social Counseling
- Crisis Intervention
- Educational Workshops and Presentation
- Grief and Loss Support

Some issues that are addressed include alcohol-related problems, date rape, domestic violence and sexual abuse/violence. If Counseling Services is unable to provide the necessary services for a client, alternative recommendations are discussed and appropriate referrals are made.

CONFIDENTIALITY
Counseling Services’ staff adheres to standards of confidentiality as set forth by the American Counseling Association. Generally, information about a student is not released without written permission from the student. Exceptions include instances of suspected child abuse or when students are in danger of harming themselves or others. Sharing of information is done in compliance with FERP.
Alpha Psi Omega National Theatre Honor Society (ΑΨΩ) is an American recognition honor society for participants in collegiate theatre. Membership is open to students (primarily undergraduate) who are active in collegiate/university theatre at four-year institutions (full colleges and universities). Most casts/chapters use a "point system" for determining eligibility of membership, with a certain number of points being dealt to a certain task in theatre. Inclusion and participation in the Alpha Nu Cast of this society is based upon active participation in the Theater, Communication and Media Arts Department at GSW. It recognizes the hard-work and commitment of the students to Alpha Psi Omega’s motto to “Seek a Life Useful” through their efforts in the world of the theater.

“SEEK A LIFE USEFUL”

For more information contact:
Richard Loper at rloper@radar.gsw.edu
Ray Mannila at ray.mannila@gsw.edu
Career Services can assist you in the following areas:

Assessing Your Career Interest/Goals
Career Assessment
Deciding on a Major
What You Can Do With Your Major
Planning a Career
Part- and Full-Time Job Offerings
Where/How to Get Volunteer Experience
Getting Internships, Summer Jobs, and Coop positions
Job Search Strategies
Preparing a Resume
What Resume Style is Best For You
Writing an Effective Cover Letter
Research Employment Fields
Resume Referral Services
Using the Internet for Job Search
Hot to Network Your Way to Success
Regional Career Fairs—Employment Opportunities
How to Prepare for an Interview
Mock-Interviewing—Practice Interviewing Skills
How to Research an Employer
Writing Follow-Up Letters
Assessing a Job Offer
Negotiating your Salary

If you need assistance in any of these areas, please call to make an appointment today at (229) 931-2237, visit our website at www.gsw.edu/~career/, or email us at career@canes.gsw.edu
Career Services

Office of Career Services

Email: Career@canes.gsw.edu
229-931-2237 Office
800 Georgia Southwestern State University Drive
Americus, Georgia 31709-4379

Your four year University Strategic Plan to Succeed in the 21st Century!

- **Freshman Year**
  Self Assessment and Career Planning Activities

- **Sophomore Year**
  Career Exploration and Investigation Activities

- **Junior Year**
  Gain Experience and Get Involved

- **Senior Year**
  Job Search/Transition to Work Activities

**Mission Statement**

Career Services is committed to providing progressive, timely, and comprehensive services of the highest quality to Georgia Southwestern State University students and alumni. Career Services is dedicated to promoting optimal career development to all students and seeks to effectively provide meaningful work experiences in preparation for a global job market.
FRESHMAN YEAR

Self Assessment and Career Planning Activities

- Begin to identify interests, abilities, skills, and personal/work values
- Seek career counseling to discuss “choosing a major” and/or identifying possible career options
- Explore a wide variety of majors
- Talk to academic advisors about the majors you are considering
- Develop and practice good study, organizational, and functional skills
- Investigate campus organizations that might interest you. This is a good way to develop leadership, organizational, and planning skills
- Participate in campus activities—get involved in what’s happening on campus
- Seek summer, part-time, and volunteer jobs to explore careers and gain valuable experience
- Write the answers to the following four key questions:
  1. What do I want to do?
  2. What can I do?
  3. What do I need to do to develop myself further?
  4. How can I get the job I want after graduation?

SOPHOMORE YEAR

Career Exploration and Investigation Activities

- Continue exploring you academic interests through a variety of courses
- Learn about career options in the various majors by talking with professionals in those areas
- “Shadow” - spend a day on the job with a career person
- Talk with family, friends, peers, counselors, professors, etc.
- Talk with your academic advisor to discuss requirements and procedures for declaring your chosen field
- Confirm your choice of an academic major
- Investigate internships, part-time work, summer jobs, and volunteer programs to gain valuable experience
Career Services

JUNIOR YEAR  Experience

Gain Experience and Get Involved

- Consider all options after graduation
- Research career options, and decide which ones are most appealing
- Conduct information interviews in these career fields
- Continue building practical experience through employment, volunteer work, internships, etc.
- Seek leadership positions in school organizations to develop organizational, public speaking, writing, and other relevant skills
- Identify and research companies of interest. Determine those companies attending regional career fairs and establish contact with representatives
- Begin networking—make contacts and keep a journal on all employment possibilities
- If considering graduate school, identify possible schools and find admissions information
- Participate in experiential learning opportunities

Develop an effective resume and have it critiqued by a career counselor.

SENIOR YEAR  Job-Seeking

Job Search/Transition to Work Activities

- Develop your resume, register, and maintain an active file with Career Services
- Actively participate in resume referral service
- Attend regional Career/Job Fairs
- Visit the Career Center containing job listings, employer and graduate school information, and company literature
- Identify companies; research these companies and network to establish contacts
- Attend information sessions or see a counselor about job search strategies, interviewing skills, preparing a cover letter, etc.
- Plan and design your own effective job search strategy
- Participate in mock-interviewing process
- Network, network, network!
- Join a professional association (become actively involved)
- Continue developing related work, leadership, and other skills necessary for your career objectives
CAMPUS RECREATION

GSW Campus Recreation offers a variety of recreation activities including Intramural Sports, Fitness and Wellness Programming, Outdoor Adventure opportunities, and more! Qualified staff members are here to serve the GSW community with fun, safe, and healthy opportunities to meet your recreation needs. Our mission is to serve the GSW community by promoting and encouraging a balanced and healthy lifestyle through educational programming, leadership, and recreational opportunities.

What we have to offer in the SSC!

MAIN LEVEL (ID is required for use of facility)
• Intramural Gym: Courts for Basketball, Volleyball, Badminton, and any other indoor campus activity
• Four Racquetball Courts (Rent racquets and balls from Fitness Center; ID REQUIRED, NO EXCEPTIONS)
• Climbing Wall and Bouldering Area
• Fitness Center
  o Cardio, Free Weights, Machines and Cables, Stretching, and Core
• Group Exercise Studio
  o Aerobics
  o Cycling
  o Dance
  o Mind/Body
• Indoor Track – 10 laps = 1 mile
• Powerade Machine

SECOND LEVEL
• Game Room
• Indoor Track – 10 laps = 1 mile
• Vending Machines

BASEMENT LEVEL
• Showers/Locker Rooms
• Self Defense/Boxing Classes
• **If you need assistance locating the rooms, please ask a Fitness Supervisor on duty.

Fitness Center
The GSW Fitness Center is located in the Student Success Center on the first floor. The facility is free for students, staff, faculty, and Hurricane Club members to use. You must have a current GSW ID. The facility is supervised by our student Fitness Supervisor Staff and Director for Fitness and Wellness. The Fitness Center has a full weight room, including Cybex machines and free weights, treadmills, arc trainers, stationary bikes, and flat screen TVs for your enjoyment.

Group Exercise
All Group Exercise classes are FREE for students, faculty, staff, and Hurricane Club, and GSW Fitness members at GSW. You must bring your GSW ID to participate. The Group Exercise Studio is located on the first floor of the Student Success Center.

Personal Training
Personal Training services at GSW are a safe and effective way to help meet your fitness and wellness goals. A nationally certified fitness professional will assist you in developing an orderly exercise routine designed to meet your fitness goals and needs. Combining personal training with other fitness programs will provide you with the well-rounded package you need to improve your health and fitness.

Join GSW Fitness, GSW Intramurals, and @GSW_Fitness on Facebook and Twitter, to get live, updated news about what’s happening!
ADMINISTRATION
Interim Athletic Director
Mike Leeder
Office: Student Success Center
Room 1230
Phone: 229-931-2230
E-Mail: Jaclyn.donovan@gsw.edu

Assistant Athletic Director for Compliance
Christie Ward
Office: Student Success Center
Room 2308
Phone: 229-931-7012

Assistant Athletic Director for Sports Information & Marketing
Keith Michlig
Office: Student Success Center
Room 2322
Phone: 229-931-2217
E-Mail: kmichlig@gsw.edu

Head Athletic Trainer
Carrie Rahn, MS ATC
Office: Student Success Center
Room 1127
Phone: 229-931-2297
E-Mail: carri.rahn@gsw.edu

Administrative Assistant
Debra Sloan
Office: Student Success Center
Room 2305
Phone: 229-931-2222
E-Mail: dds@gsw.edu

HURRICANE BASEBALL
Office: Student Success Center
Head Coach: Bryan McLain
Room 2307
Phone: 229-931-2843
E-Mail: bsm@gsw.edu

HURRICANE BASKETBALL
Office: Student Success Center
Head Coach: Mike Leeder
Room 1230
Phone: 229-931-2230
E-Mail: mleeder@gsw.edu

LADY CANES BASKETBALL
Office: Student Success Center
Head Coach: Kelly Britsky
Room 1229
Phone: 229-931-2231
E-Mail: kbritsky@gsw.edu

LADY CANES CROSS COUNTRY
Office: Student Success Center
Head Coach: Brittney Skiles
Room 1225
Phone: 229-931-4215
E-Mail: brittney.skiles@gsw.edu

LADY CANES GOLF
Southwestern Links
Contact: Darcy Donaldson
Phone: 229-931-2609
E-Mail: darcy.donaldson@gsw.edu

HURRICANE GOLF
Southwestern Links
Contact: Darcy Donaldson
Phone: 229-931-2609
E-Mail: darcy.donaldson@gsw.edu

LADY CANES SOCCER
Office: Student Success Center
Head Coach: Samantha Snow
Room 2323
Phone: 229-931-2936
E-Mail: samantha.snow@gsw.edu

LADY CANES SOFTBALL
Office: Student Success Center
Head Coach: Eddie Ward
Room 2310
Phone: 229-931-2174
E-Mail:eward@gsw.edu

LADY CANES TENNIS
Office: Student Success Center
Head Coach: Brennon Sewell
Room 2309
Phone: 229-931-2284
E-Mail:jbs10s@sowega.net

HURRICANE & LADY CANES TENNIS
Office: Student Success Center
Head Coach: Brennon Sewell
Room 2309
Phone: 229-931-2284
E-Mail:jbs10s@sowega.net

Visit the Hurricane Athletic Website at www.gswcanes.com
## Clubs and Organizations

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<th>Departmental Organizations</th>
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<td>Biology Club</td>
<td>Alpha Kappa Alpha Sorority, Inc. (AKA)</td>
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<td>Anime Club</td>
<td>Presbyterian Campus Ministries</td>
<td>Chemistry Club</td>
<td>Alpha Phi Alpha Fraternity, Inc. (AΦA)</td>
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<tr>
<td>Automotive Interest Association</td>
<td>Warriors for Christ</td>
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<tr>
<td>BASS Fishing Club</td>
<td>Wesley Foundation</td>
<td>Enactus</td>
<td>Delta Sigma Theta Sorority, Inc. (ΔΣΘ)</td>
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<tr>
<td>Campus Activities Board (CAB)</td>
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<td>Exercise Science &amp; Wellness Club</td>
<td>Inter-Fraternity Council (IFC)</td>
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<tr>
<td>Chinese Student &amp; Scholars Association (CSSA)</td>
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<td>Fellowship of Christian Athletes</td>
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<td>Chunnel Club</td>
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<td>Geology Club</td>
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<tr>
<td>Gospel Choir</td>
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<td>GA Southwestern Association of Nursing Students (GSWANS)</td>
<td>National Panhellenic Council (NPHC)</td>
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<td>GSW MODELS</td>
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<td>History Club</td>
<td>Omega Psi Phi Fraternity, Inc. (ΩΨΦ)</td>
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<td>Habitat for Humanity (H4H)</td>
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<td>Math Club</td>
<td>Panhellenic Council (PHC)</td>
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<td>Hurricane Cheerleaders</td>
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<td>Pre-Law Club</td>
<td>Phi Beta Sigma Fraternity, Inc (ΦΒΣ)</td>
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<tr>
<td>Hurricane Ping Pong Club</td>
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<td>Psychology/Sociology Club</td>
<td>Sigma Gamma Rho Sorority, Inc. (ΣΓΡ)</td>
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<tr>
<td>Hurricane Watch TV16 Station</td>
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<td>Sirocco Literary Magazine</td>
<td>Sigma Chi Fraternity (ΣΧ)</td>
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<td>IHelp Peer Educators</td>
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<td>Teachers for Tomorrow</td>
<td>Zeta Phi Beta Sorority, Inc. (ΖΒ)</td>
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<td>International Student Association</td>
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<td>Math Club</td>
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<td>Orientation Team (O’Team)</td>
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<td>Outdoor Adventure Club</td>
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<td>Queer Straight Alliance</td>
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<td>Red Cross Club</td>
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<td>Residence Hall Association &amp; Councils (RHA &amp; RHC)</td>
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<td>Student African American Brotherhood (SAAB)</td>
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<td>Serviceable, Adaptable, Beautiful, United (SABU)</td>
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<tr>
<td>Sou’ Wester Newspaper</td>
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<td>Student Judiciary</td>
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<tr>
<td>Strong United Assertive Virtuous Educated Women (SUAVE)</td>
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<tr>
<td>STORM Front Dance Team</td>
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<td>Student Government Association (SGA)</td>
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<tr>
<td>United Latinos</td>
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<tr>
<td>Zephyr Recruitment Team</td>
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<tr>
<td>Young Democrats</td>
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</tbody>
</table>

## Honor Societies

- Alpha Chi National Honor Society (AX)
- Alpha Kappa Delta Sociology Honor Society
- Alpha Lambda Delta First Year Students Honor Society (ALD)
- Alpha Psi Omega Dramatic Arts Honor Society (ΨΩ)
- Beta Gamma Sigma (ΒΓΣ) Business Honor Society
- Gamma Beta Phi Honor Society (ΓΦΒ)
- Order of Omega Greek Organization Honor Society (OOO)
- Sigma Alpha Pi Leadership Society (ΣΑΠ)
- Sigma Beta Delta Business Honor Society (ΣΒΔ)
- Sigma Tau Delta English Honor Society (ΣΤΔ)
- Sigma Theta Tau Nursing Honor Society (ΣΘΤ)

## Religious Organizations

- Baptist Collegiate Ministries (BCM)
- Presbyterian Campus Ministries
- Warriors for Christ
- Wesley Foundation

## Departmental Organizations

- Biology Club
- Chemistry Club
- Concert Choir/Chamber Singers
- Enactus
- Exercise Science & Wellness Club
- Fellowship of Christian Athletes
- Geology Club
- GA Southwestern Association of Nursing Students (GSWANS)
- History Club
- Math Club
- Pre-Law Club
- Psychology/Sociology Club
- Sirocco Literary Magazine
- Teachers for Tomorrow

## Greek Organizations

- Alpha Kappa Alpha Sorority, Inc. (AKA)
- Alpha Phi Alpha Fraternity, Inc. (AΦΑ)
- Chi Phi Fraternity (ΧΦ)
- Delta Sigma Theta Sorority, Inc. (ΔΣΘ)
- Inter-Fraternity Council (IFC)
- Kappa Delta Sorority (ΚΔ)
- Kappa Sigma Fraternity (ΚΣ)
- National Panhellenic Council (NPHC)
- Omega Psi Phi Fraternity, Inc. (ΩΨΦ)
- Panhellenic Council (PHC)
- Phi Beta Sigma Fraternity, Inc (ΦΒΣ)
- Sigma Gamma Rho Sorority, Inc. (ΣΓΡ)
- Sigma Chi Fraternity (ΣΧ)
- Zeta Phi Beta Sorority, Inc. (ΖΒ)

### What organizations will you join?

1. ___________________________________________
2. ___________________________________________
3. ___________________________________________
Will You Go Greek?

I wanted to start off and first welcome you to Georgia Southwestern. We are very excited that you are here. This is going to be a fun and exciting time for you and there will be plenty of activities for you to get involved in. One of these areas is Greek Life. The Greek System as a whole has been around college campuses for over a hundred years.

When determining whether or not to go Greek, there are 6 basic principles that the Greek system participates in. These principles are: Philanthropy, Leadership, Athletics, Scholarship, Social, and Brotherhood/Sisterhood. Each of these principles is important to the Greek System and they stand behind these ideals.

The Greek System has been at Georgia Southwestern State University for over 40 years. GSW’s Greek System is very strong and is always looking to add new members. The Greek System at GSW consists of three Councils. These councils are listed below with their recruitment methods:

**Inter-Fraternity Council**
- Chi Phi
- Kappa Sigma
- Sigma Chi

*The Inter-Fraternity Council recruitment has a 5 day official recruitment period beginning on Tuesday, September the 9th and ends of Saturday, September the 13th.*

**Panhellenic Council**
- Kappa Delta
- Zeta Tau Alpha

*Panhellenic Council’s recruitment is also a 5 day process beginning on Tuesday, September 2nd and ending on Saturday, September 6th.*

**National Panhellenic Council**
- Alpha Kappa Alpha Sorority Inc.
- Alpha Phi Alpha Fraternity Inc.
- Delta Sigma Theta Sorority Inc.
- Phi Beta Sigma Fraternity, Inc.
- Omega Psi Phi Fraternity, Inc.
- Sigma Gamma Rho Sorority, Inc.
- Zeta Phi Beta Sorority Inc.

*NPHC recruitment varies according to each organization. For further information, please contact each group accordingly. There is no membership recruitment during the first semester at GSW.*

I hope you decide to go through the recruitment process. You will meet new people, share common aspirations and ideas and… you will be well fed. The Greek recruitment process is like no other and you will enjoy every minute you are a part of it.

Have fun and Good Luck!

Joshua Curtin
Director of Campus Life
Georgia Southwestern State University
NPHC FRATERNITY/SORORITY INTEREST FORM

Name:________________________________________ Preferred Name:_____________________

Social Security Number:_________________________ Date of Birth:________________________

Permanent Address Street:______________________________________________________
City:________________________ State:_______ Zip Code:_________

Campus Address Street Address or Hall and Room:______________________________
Campus/Local Phone Number:_______________________________

Fall Semester Status: Freshman          Sophomore         Junior         Senior          Graduate

High School Attended:_______________________________ H.S. Grad. Date:_________________

H.S. GPA (on scale of 4.0):__________________ College GPA (if applicable):_________________

If applicable, Previous College/University attended:___________________________________

Major:______________________________________________________________________________

Which NPHC Greek Organization(s) are you interested in:________________________________

Parents’ first and last names:__________________________________________________________

Greek Affiliation: Your Parents:___________________ Your Grandparents:______________
Brothers/Sisters:__________________ Other:____________________

Please list any activities that you have been involved with including, but not limited to, scholarships, other organizations, and offices held, interests and hobbies, awards, and any other items you think would be of interest to the NPHC Greek organizations (use back of form or additional pages if necessary):

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Return completed form to:
Georgia Southwestern State University NPHC
Division of Student Affairs • 800 GSW State University Dr. • Americus, Georgia 31709
Fall 2015 IFC Recruitment Interest Form
Georgia Southwestern State University INTERFRATERNITY COUNCIL
Chi Phi • Kappa Sigma • Sigma Chi

Name:_________________________________________  Student ID Number:_______________________________________

Email Address:_____________________________________________________________________________________

Facebook Username:_________________________________________________________________________________

Instagram Username: _________________________________________________________________________________

Twitter Handle: _____________________________________________________________________________________

Campus/Local Address:  Cell Phone Number:______________________________________________________________

Hall and Rm Number or Local Address: __________________________________________________________________

GSW Box Number: _____________________________________________________________________________________

Email Address: _______________________________________________________________________________________

Fall Semester Status (Circle):   Beginning Freshman        Transfer      Continuing GSW Student          Graduate

High School Attended: _____________________________________  H.S. Grad. Date:__________________________

If applicable, Previous College/University attended: _______________________________________________________________

Major: ______________________________________________________________________________________________

Parents’ first and last names: __________________________________________________________________________

Have you ever pledged an Inter-fraternal Council Organization?           Yes            No

If so, when, where, and what group? ______________________________________________________________________

Family members in a fraternity? __________________________________________________________________________

If so, which fraternity? _________________________________________________________________________________

Please list any school or community activities, honors, and hobbies and interests:

I understand that in order to accept a bid from an IFC organization (Chi Phi, Kappa Sigma, Sigma Chi), I must be admitted as a full-time student to the University. I further understand that the minimum G.P.A. to join a fraternity is 2.50 for beginning Freshmen and Transfer students. Students must be enrolled in at least 12 regular hours of class at Georgia Southwestern State University, and not be a new member for another fraternity. GSW Students who have met these criteria, will be eligible to take a bid. By submitting this form I agree to release my verified grade point average to the GSW fraternities and Inter-fraternity Council staff. By signing this form, I give permission to the University to release my grades to Fraternity leadership. Please turn in your IFC Interest Form to the Division of Student Affairs located on the 3rd floor of the SSC.

Signature:___________________________________________   Date: __________________________________

Office Use: ____________GPA Verification  ____________ Contacted by _______________
Fall 201 Recruitment Application
Georgia Southwestern State University PANHELLENIC ASSOCIATION

Name:_________________________________________  Student ID Number:_______________________________________

Email address:__________________________________

Campus Address  Hall and Rm No. or Local Address: ________________________________________________

GSW Box Number: _____________________________________________________________

Campus/Local Phone Number:____________________________________________________

Cell Phone _____________________________________________________________________

Please Circle Your Current Status

Fall Semester Status:      Beginning Freshman      Transfer       Continuing GSW Student       Graduate

Facebook Username:_________________________________             Twitter Username:__________________________________

High School Attended:  _____________________________________  H.S. Grad. Date:___________________________________

If applicable, Previous College/University attended: _______________________________________________________________

Major:____________________________________________________________           T-Shirt Size:_________________

Parents’ first and last names: __________________________________________________________________________________

Have you ever pledged a National Collegiate Sorority? Circle           Yes            No

If so, when, where, and what group? ____________________________________________________________________________

Family members in a sorority? _________________________________________________________________________________

If so, which sorority?_________________________________________________________________________________________

**Please attach one recent photo of yourself to this application***

Please list any school or community activities, honors, and hobbies and interests:

I understand that in order to participate in Fall Recruitment at Georgia Southwestern State University, I must be admitted as
a full time student with a majority, 75% of classes, being enrolled at Georgia Southwestern State University.
By submitting this form I agree to release my verified grade point average to the GSW sororities and Panhellenic Recruitment staff.
If I choose to become a member of a Panhellenic group, I give permission to the University to release my grades to
Sorority leadership.  I also understand that the fall recruitment fee is $25 payable to GSW Panhellenic Association on or before
noon of Friday, September 4th, 2015 to the the 3rd Floor of the Student Success Center.  Recruitment is 09/8/15 - 09/12/15.

Signature:___________________________________________   Date: __________________________________

Office Use:

Hours _____   GPA _______           Payment received ____________  Date contacted with schedule ________________
Did you know that GSW offers a variety of performance opportunities regardless of your major?

THAT’S RIGHT!

All of the ensembles within GSW’s Department of Music are open to every student, regardless of major. You can perform with the concert choir, chamber singers, concert band, and jazz band!

It is a simple process….

Contact Dr. Megginson (concert choir, chamber singers) 229-931-2240, Julie.Megginson@gsw.edu or Dr. Laughlin (concert band, and jazz band) 229-931-2250, Mark.Laughlin@gsw.edu and let the faculty member know that you are interested in performing in one (or all!) of our many ensembles.

Then, register for the class through RAIN and attend class, practice, rehearse, perform, and have fun!

For more details about the Department of Music, check out our website https://gsw.edu/Academics/Schools-and-Departments/College-of-Art-and-Science/Departments/Department-of-Music/index
Office/Dept. Locations
1. Wheatley Admin. Building
   Admissions
   Academic Affairs
   Human Resources
   President's Office
7. Student Success Center
   Career Services
   Campus Recreation
   Campus Activities
   Canes Den
   Continuing Ed
   Counseling
   Services
   Gameroom
   Greek Life
   Orientation
   Residence Life
   Student Life
10. Storm Dome/ Athletic Ctr
    Intramural Gym
    Health/Human
    Performance
16. Nursing/Acad. Skills Ctr
    Freshman Advocate
    Computer Lab
21. Marshall Student Center
    Bookstore
    Business Office
    Dining Hall
    Post Office
    Student Accounts
23. Sanford Hall
    Eng. Lang. Institute
    Financial Aid
    Public Safety
    Registrar
    Student Support
    Services
24. Morgan Hall
    Office of
    Informational and
    Instructional
    Technology

Georgia Southwestern State University Campus Map

1. Wheatley Administration
   Building
3. Crawford Wheatley Hall
4. Newman Alumni Center
5. Former President's Home
6. Collum Hall
10. Storm Dome/ Athletic Center
11. Florrie Chappell Gymnasium
13. Science Building
14. Joseph C. Roney Building
15. Jackson Hall
16. Academic Center for Excellence
17. English Building
18. Business/History &
   Political Science Building
19. Maintenance/Warehouse
20. James Earl Carter Library
21. Marshall Student Center
22. Mary Lou Jordan Hall
23. Sanford Hall
24. Morgan Hall
27. Herschel Smith: Public Safety
28. Beth King Duncan Hall
30. Lake House
31. Fine Arts Building
32. Education Center
33. Deriso Swimming Pool
40. Student Success Center
41. Southwestern Oaks I
42. Southwestern Oaks II
43. Southwestern Pines
46. Magnolia I
47. Magnolia II
48. Carter 1 (Nursing/Health Center)
49. Carter 2 (Psy/Soc/RCI)
QUICK START TO NAVIGATING

RAIN:  
Student Records

RADAR:  
Student Email

GEORGIAVIEW:  
Online Course Management System

BEACON:  
Student Success Network

CANESCONNECT:  
Student Organizations and Campus Events
<table>
<thead>
<tr>
<th>CanesNet</th>
<th>RAIN</th>
<th>Radar</th>
</tr>
</thead>
<tbody>
<tr>
<td>![CanesNet Logo]</td>
<td>![Rain Logo]</td>
<td>![Email Logo]</td>
</tr>
<tr>
<td>Computer and Network Access</td>
<td>Student Records</td>
<td>Student Email</td>
</tr>
<tr>
<td>Username:</td>
<td>User ID: gswID#</td>
<td>Username: CanesNet username</td>
</tr>
<tr>
<td>The part of your email address before ‘@radar.gsw.edu’</td>
<td>Birthdate in 6-digit format</td>
<td>CanesNet password</td>
</tr>
<tr>
<td>Password: Created using “Forgot password” link or “Reset password” function</td>
<td>Password: CanesNet password</td>
<td></td>
</tr>
<tr>
<td>If you are having trouble logging into a campus computer or accessing wireless on your laptop, contact IT: 229-931-2074 <a href="mailto:techsupp@gsw.edu">techsupp@gsw.edu</a></td>
<td>If you are having trouble with RAIN, contact the Registrar’s office: 229-928-1331 <a href="mailto:gswreg@gsw.edu">gswreg@gsw.edu</a></td>
<td>If you are having trouble with Radar, contact IT: 229-931-2074 <a href="mailto:techsupp@gsw.edu">techsupp@gsw.edu</a></td>
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</table>

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<thead>
<tr>
<th>GeorgiaVIEW</th>
<th>Beacon</th>
<th>CanesConnect</th>
</tr>
</thead>
<tbody>
<tr>
<td>![GeorgiaVIEW Logo]</td>
<td>![Beacon Logo]</td>
<td>![CanesConnect Logo]</td>
</tr>
<tr>
<td>Online Course Management</td>
<td>Student Success Networks</td>
<td>Student Organization and Campus Events</td>
</tr>
<tr>
<td>Username: CanesNet username</td>
<td>Username: CanesNet username</td>
<td>Username: CanesNet username</td>
</tr>
<tr>
<td>Password: CanesNet password</td>
<td>Password: CanesNet password</td>
<td>Password: CanesNet password</td>
</tr>
<tr>
<td>If you are having trouble with GeorgiaVIEW, contact Alla Yemelyanov at <a href="mailto:gaview@gsw.edu">gaview@gsw.edu</a></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*If you are having trouble with GeorgiaVIEW, contact Alla Yemelyanov at gaview@gsw.edu*
About CanesNet

Every employee and student at GSW has a CanesNet account. Your CanesNet account is a set of credentials used to authenticate to:

- Computers on campus
- Wireless networks
- Log in to your email
- GeorgiaVIEW
- Beacon
- CanesConnect

Student accounts are created automatically the morning after the student is registered for classes. You will have to go in and create a password.

All passwords shall be constructed with the following characteristics:

- At least 10 characters in length
- Must contain characters from at least 3 of the following categories:
  - English uppercase letters (A-Z)
  - English lowercase letters (a-z)
  - Base 10 digits (0-9)
  - Non-alphanumeric characters (for example, !, $, #, %)
- Must not contain the user’s name or part of the user’s name
- Must not contain accessible or guessable personal information about the user (such as birthdays, children’s names, addresses, etc.)
- Must be different from your previous four passwords
How to access your R.A.I.N. (Registration And Information Network) account:

Step 1
Click on your Internet Browser.

Step 2
Go to GSW’s homepage. Click on the arrow for the GSW Community Links and then on RAIN.

Step 3
Click on the RAIN icon located near the bottom of GSW Home Page.

Step 4
• Enter your GSW ID# (the number that starts with 913).
• Your Pin initially will be your 6 digit birthday – ie 021874 (February 18, 1974).

Once you log in, you will be able to access Student Services, Financial Aid and Personal Information.

Please take a moment to complete any available surveys. Thank you!

Student Services:

You will find everything dealing with Registration, Student Records, Student Accounts and DegreeWorks under Student Services.
Printing your schedule:

You may either print a detailed schedule or a concise schedule.

You also find your advisor, midterm grades and final grades in Student Records.

*Select View Holds to see limitations that are placed on your account that prevent you from performing and/or accessing certain records.

*You may find out who your advisor is from your GSW Unofficial Academic Transcript.

*Select Midterm Grades to see your grades at midterm.

*Select Final Grades to see your grades at the end of each semester.
**DegreeWorks:**

DegreeWorks is a web-based tool that provides real-time advice for degree progression that can be accessed through Student Services. Find out how to use DegreeWorks here: [https://gsw.edu/academics/registrars-office/degreeworks/training](https://gsw.edu/academics/registrars-office/degreeworks/training)

Your DegreeWorks audit worksheet will appear on the screen. The academic information will be up-to-date and based on your latest registration.

**Financial Aid:**

You should check your Financial Aid Status to make sure you have completed everything that needs to be completed before the semester begins.

*Make sure you check for any holds or requirements here.*

*Also make sure you check your awards. If you plan to take any loans, you will need to accept those loans and complete a promissory note before you will receive any money.*
Personal Information:

You should make sure that GSW has a good contact number for emergency situations. It is best to give a cell phone number so that you will receive a text in the event of an emergency situation or if all classes are cancelled.

*You can find your radar email address here the day after you are registered for classes.

*You should also check to make sure your personal information is correct.

Signing up for Emergency Notification System:

Step 1: Click on "GSW Connect-ED Emergency Notification System"

Step 2: Enter your phone number into the space provided

Step 3: Check the box saying that your numbers are correct

Step 4: Click on the submit button
How to access Radar Student Email:
You can access your Radar Student Email two ways from GSW homepage.

Follow the Instructions for using your Radar Student Email account which are provided.

Put in the same username and your password as you used for CanesNet.
How to forward your Radar Student Emails to your personal account:

After you have logged into your Radar account, go to Settings by clicking on the gear wheel in the top right corner, and clicking on settings on the dropdown menu.

Click on “Forwarding and POP/IMAP” in the settings menu. Then click on the Add a forwarding address button.

Clicking on this button will open a box asking for a new forwarding email address. Enter your personal email address here and press next.
You will now get an email to your personal email address. This is for confirmation. Log into your personal email address and find this email. It should be from Georgia Southwestern State University. Open it up, and there should be a long link in the middle of the page. If you click on this, it will do the rest for you.

You can turn off forwarding by going back to the same place (Settings -> Forwarding and POP/IMAP), and clicking the “Disable forwarding” button, and clicking save changes down at the bottom of the screen.
How to access GeorgiaVIEW: Online Course Management System

The GeorgiaVIEW webpage has instructions for logging into GeorgiaVIEW for the first time and where to get help if you need it.

Put in the same username and your password as you used for CanesNet.
How to access Beacon

Beacon will show you all the faculty and staff members at GSW who are a part of your success network. This will include but is not limited to your Storm Spotter, University 1000 instructor, Advisor, and the First Year Advocate.

How to access CanesConnect

CanesConnect will connect you to the various clubs and organizations that are a part of GSW’s Campus.
GSW Technology Checklist:

<table>
<thead>
<tr>
<th>Task</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>I understand how to access my RAIN account.</td>
<td></td>
</tr>
<tr>
<td>I have provided contact numbers for emergency warnings.</td>
<td></td>
</tr>
<tr>
<td>I know how to print off my schedule.</td>
<td></td>
</tr>
<tr>
<td>I understand how to find out my RADAR email address.</td>
<td></td>
</tr>
<tr>
<td>I understand how to find my GSW unofficial Transcript.</td>
<td></td>
</tr>
<tr>
<td>I know where to find the name of my advisor.</td>
<td></td>
</tr>
<tr>
<td>I know how to check my Financial Aid status.</td>
<td></td>
</tr>
<tr>
<td>I know where to check for any holds or messages about my Financial Aid.</td>
<td></td>
</tr>
<tr>
<td>I understand how to check my RADAR email; although I know that I will not be able to access my RADAR email until my schedule is active.</td>
<td></td>
</tr>
<tr>
<td>I understand that it is important to check my RADAR email regularly because that is where all GSW email, including official announcements, will be sent.</td>
<td></td>
</tr>
<tr>
<td>I understand how to log into GeorgiaVIEW; although I know that I will not be able to obtain a password for GeorgiaVIEW until after my RADAR email is working.</td>
<td></td>
</tr>
<tr>
<td>I understand that I may find links to most campus resources at the Campus Life website.</td>
<td></td>
</tr>
<tr>
<td>I understand that I may find many helpful online resources at the Academic Resource Center website.</td>
<td></td>
</tr>
</tbody>
</table>