

New Graduate Student Orientation

Winter 2022

Jeffrey Potteiger, AVP of the Graduate School
Jenn Palm, Assistant to the Graduate School

Educating students to shape their lives,
their professions, and their societies.



Orientation Topics

Getting started as a Graduate Student

- * Being safe and staying healthy
- * Graduate education
- * The Graduate School
- * Academic support services
- * Research and scholarship support

Graduate Student Support & Resources

- * GVSU services overview
- * Graduate Student Association (GSA)
- * Student support services
- * Information technology

Being successful as a Graduate Student
Using Blackboard and Banner

Your Safety and Health Lakers Together

* Current Students



* Testing and tracing



What is graduate education about?

- * Acquiring deeper knowledge and developing advanced skills
- * Gaining fuller and richer high impact learning experiences
- * Preparing you for professional certification and licensure
- * Improving your chances of starting a meaningful career related to your field of study



How can the Graduate School help you be successful?

- * Support all aspects of Graduate Education
- * Enforce the Graduate Education Policies
- * Produce materials for success
- * Fund opportunities for graduate students
 - * Graduate Assistantships (stipend + tuition remission)
 - * Presidential Research Grants
 - * Academic Conference Fund
- * Support the Graduate Student Association

www.gvsu.edu/gs

Graduate Student Guidebook



A Manual for Graduate Student Success

2021-2022
gvsu.edu/gs

Advising Guidebook for Graduate Students



An Advising Guide for Graduate
Student Success

2021-2022

gvsu.edu/gs

<https://www.gvsu.edu/gs/guides-for-graduate-students-70.htm>

Academic Support Services



Statistical Consulting Center

- Offers advice with projects for research or instruction
- Provides assistance with:
 - Designing a study
 - Developing questionnaires
 - Selecting samples
 - Managing and analyzing data
 - Interpreting results
 - Creating tables, figures, and graphs

Contact –

Statistical Consulting Center

www.gvsu.edu/scc A1-178 Mackinaw

331-3355, scc@gvsu.edu



**GRAND VALLEY
STATE UNIVERSITY**

www.gvsu.edu

Fred Meijer Center for Writing and Michigan Authors

- Consultants help you brainstorm ideas, organize content, integrate research, polish a draft, and document sources
- Students can take advantage of the writing center drop-in hours or by setting an appointment using the online appointment system

Contact –

Fred Meijer Center for Writing and Michigan Authors

www.gvsu.edu/wc 120 Lake Ontario Hall

331-2922 johpatri@gvsu.edu



Graduate School Writing Support

<https://www.gvsu.edu/gs/graduate-writing-resources-96.htm>

- Universal graduate writing resources
- Program specific writing examples
- Thesis and Dissertation information
- Writing Guides

Contact –

GVSU Graduate School

www.gvsu.edu/gs/ 308C DeVos Center

331-7105



GVSU Speech Lab

- Consultants work with you on all elements of the speechmaking process including: topic selection, organization, supporting materials, and most importantly, practicing delivery
- Locations to serve students
 - Allendale Campus - 154 Lake Michigan Hall
 - DeVos Campus - Steelcase Library
 - Evening consultations - [Knowledge Market](#) in Pew Library

Contact –

GVSU Speech Lab

www.gvsu.edu/speechlab/ 154 Lake Michigan Hall
331-8115



GVSU Libraries

Program Liaison Librarians provide assistance with:

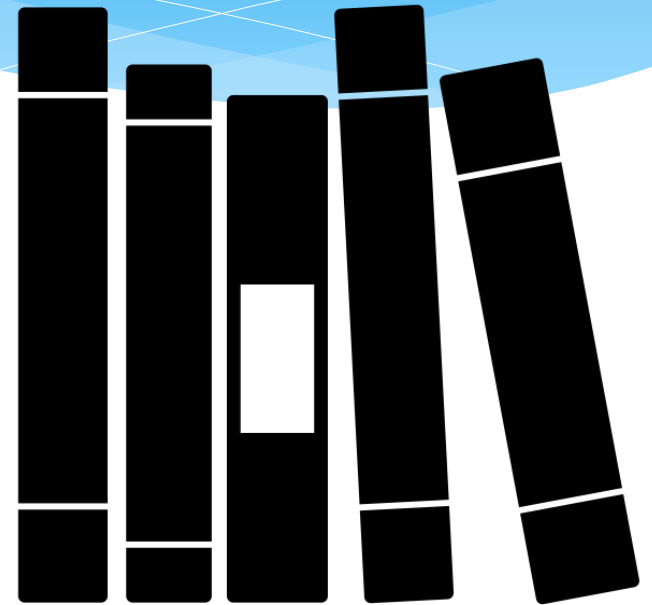
- * your research question
- * copyright and author rights
- * data reference
- * citation management help
- * <https://www.gvsu.edu/library/librarians-by-subject-30.htm>



Created by Juan Pablo Bravo
from Noun Project

Library Collections

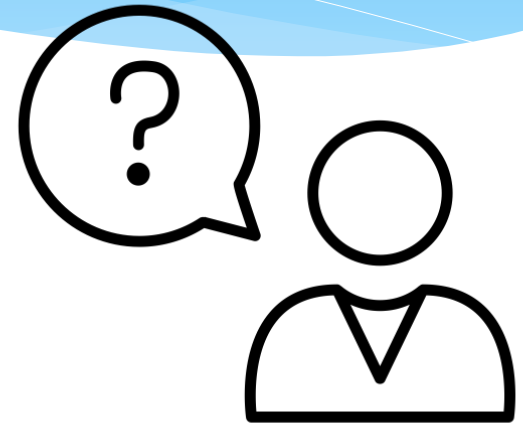
- * From rare books to the latest research across disciplines
- * If the library does not have it, staff can get it for you through
 - * document delivery
 - * interlibrary loan



Created by vicentnovoa
from Noun Project

Additional Support Services

- * Digital media
- * Media literacy
- * Knowledge Market



Your journey
starts here

www.gvsu.edu/library/

Created by Milky - Digital innovation
from Noun Project

Research and Scholarship



Support for Research and Scholarship

- Funding to initiate, maintain, and disseminate your research, scholarly, and creative activities
- Graduate Student Programs
 - Presidential Research Grants (Graduate School)
 - Academic Conference Fund (Graduate School)
 - Open Access Publishing Fund (Library)
- Programs for Faculty

Contact –

Center for Scholarly and Creative Excellence

www.gvsu.edu/csce 049 J.H. Zumberge

331-2281, csce@gvsu.edu



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Tips for Getting Started

- Identify an interest area
- Read in the interest area
- Formulate ideas as you read
- Talk to experts in the interest area
- Keep a research notebook or journal
- Consider the following once you decide on a research topic:
 - Do you need approval (human, animal, or laboratory)?
 - Do you need funding support?
 - Can the project be done in the timeframe of the degree?

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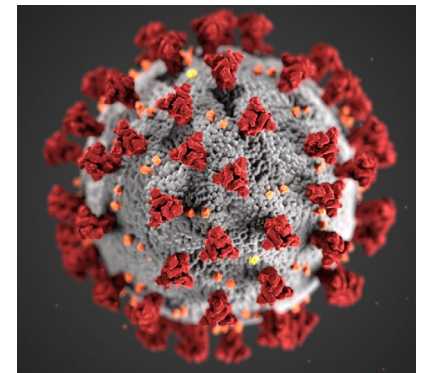
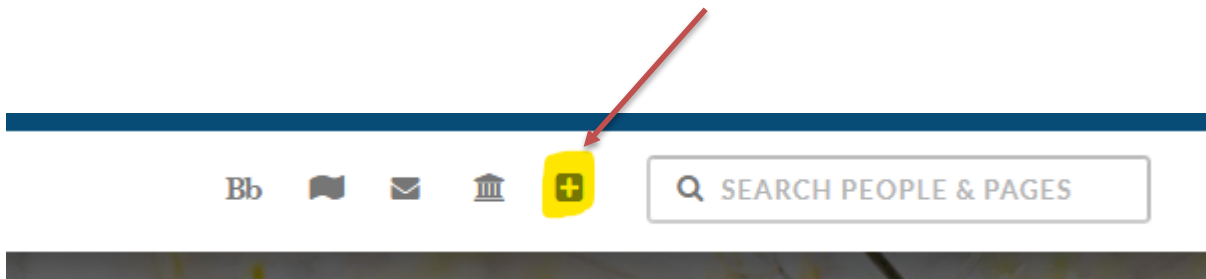
www.gvsu.edu

Graduate Student Support & Resources



COVID-19 and Self Assessment

- Face Covering Policy
- Daily Self-Assessment
- COVID-19 Testing
- Contact Tracing through Kent, Ottawa, and other county health departments
- Quarantine and Isolation Information
- Vaccine Information
- Questions? Email virusactionteam@gvsu.edu or visit www.gvsu.edu/lakerstogether/



GVSUAlert! Emergency Notification System

- All GVSU students are automatically registered to receive email notification to their email address.
- To receive GVSUAlert! Text messages, register your phone number. This step ensures you will be notified as quickly as possible: www.gvsu.edu/gvsualert
- GVSUAlert! will notify you of:
 - Power outages
 - Weather hazards (tornado watch/warning)
 - Hazardous material incident
 - Closings or cancelations
 - Criminal activity on or near a GVSU campus



University Operational Changes

- **Open:** The University's normal operating condition. Students, faculty and staff should assume the university is open unless advised otherwise.
- **Remote:** The most common reason to shift to remote status would be for weather related reasons. Classes will shift to remote delivery whenever feasible. Classes that cannot be delivered remotely will not be held.
- **Classes Cancelled:** Only classes are cancelled. The remainder of the University is open as normal.
- **Closed:** Classes and campus events will not be held. The university would normally only close for significant and unanticipated events like natural disasters or civil unrest. It is not anticipated the university would close for weather related events.
- During inclement weather, faculty **may** notify students of a class cancellation or tell students that anyone choosing not to attend due to the weather and road conditions will not be penalized. **These notifications are typically sent via email.**

Graduate Student Association



- *Strives to promote interdisciplinary communication and collaboration in order to enhance a holistic graduate student experience.*
- Serves as leadership for all graduate students and Registered Student Organizations (RSOs).
- Advocates for graduate students to include having representation, funding for GSA organizations, and lobbying efforts with governance and the administration.
- Creates opportunities for graduate students to network beyond your program by hosting educational and social activities.
- www.gvsu.edu/gsa/

University Governance:

Standing Committees

- Graduate Council
- Academic Policies and Standards Committee
- Faculty Salary and Budget Committee
- Faculty Teaching and Learning Center Advisory Committee
- University Assessment Committee
- Campus Life Committee
- Online Education Council

For More Information:

www.gvsu.edu/gsa/standingcommittees

Student Assistance Center

- Student ID cards
- Registration
- Payments
- In-school loan deferment
- Enrollment verification
- Transcripts
- DEVOS CENTER & ALLENDALE LOCATIONS:
Check www.gvsu.edu/registrar to plan your trip or email regdept@gvsu.edu



Financial Aid

- Fill out your FAFSA: www.fafsa.gov
- Federal Direct or Grad-PLUS Loans: Requires FAFSA & half-time status
- Scholarships: www.gvsu.edu/scholarships
- Emergency loans (\$500 maximum)
- Contact finaid@gvsu.edu or 616-331-3234, office is located in Allendale

GVSU Career Center

- www.gvsu.edu/careers/
- Consultations (Virtual CareerLab)
- Career Fairs and Events
- Internship and Job Searches
- Resumes and Cover Letters
- On-Campus Jobs, Internships, and Off-Campus Recruitment on Handshake:
www.gvsu.edu/careers/handshake-18.htm



University Counseling Center

- www.gvsu.edu/counsel/
- Free Services – No insurance required
- Clinical Services:
 - One-on-one counseling
 - Crisis intervention
 - Referrals
- Mental Health Prevention and Education
- Substance Abuse Education and Recovery Services:
www.gvsu.edu/aod/



Graduate Student Mental Health



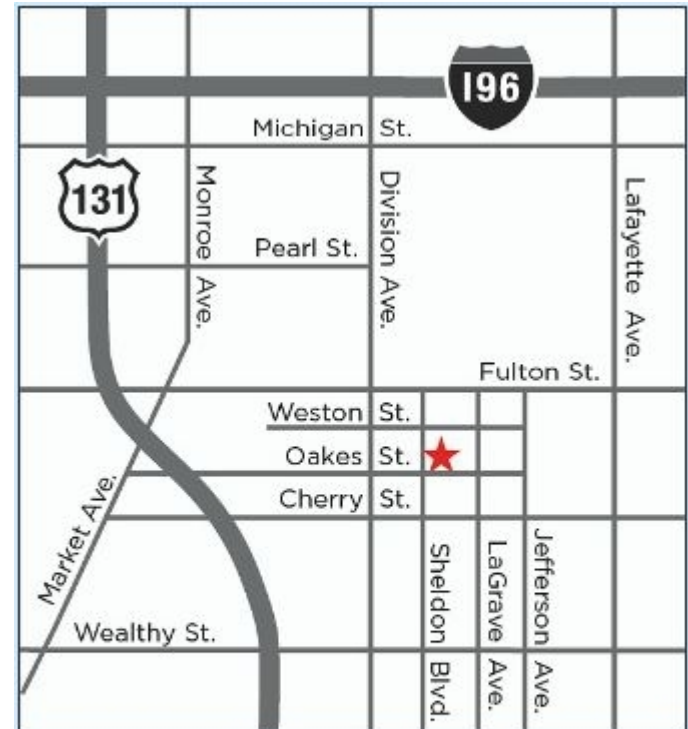
www.gvsu.edu/gs/guides

GVSU Domestic Student Health Insurance Plan

- Non-mandatory Plans
- Ascension® is the corporate provider for students who are interested in health insurance.
- PPO or HMO plans available through Blue Cross Blue Shield of Michigan.
- Other options are available through GVSU's Private Health Insurance Exchange through IXSolutions®
- www.gvsu.edu/campushealth/student-health-insurance-23.htm
- GVSU Health Hub: www.gvsu.edu/campushealth/

GVSU Family Health Center

- Services Provided:
 - Same Day Sick Visits
 - Primary & Preventative Care
 - Student Health
 - Women's Health
 - LGBT Health
 - Sexual Health
 - Pediatrics
 - Immunizations & Travel Clinics
 - Convenience Clinic Appointments
 - Specialist & Diagnostic Referrals
 - Health Profession Compliance
 - Nutrition Counseling (Pro Bono)
 - Telehealth/Virtual Appointments



Located five minutes from the
GVSU Robert C. Pew Grand Rapids campus.
Enter free parking lot from LaGrave Avenue.

Disability Support Resources

- Contact Disability Support Resources to request resources and accommodations related disabilities: dsrgvsu@gvsu.edu
- DSR will contact your instructor(s) to inform them of you accommodations but not your diagnosis.
- Campus Links: Supporting students with autism spectrum disorder: www.gvsu.edu/dsr/campus-links-96.htm
- Examples of accommodations may include:
 - Extended test-taking time
 - Readers/scribes for tests
 - Electronic enlarged print materials
 - Permission to record lectures
 - Assistive technology
 - Preferential seating



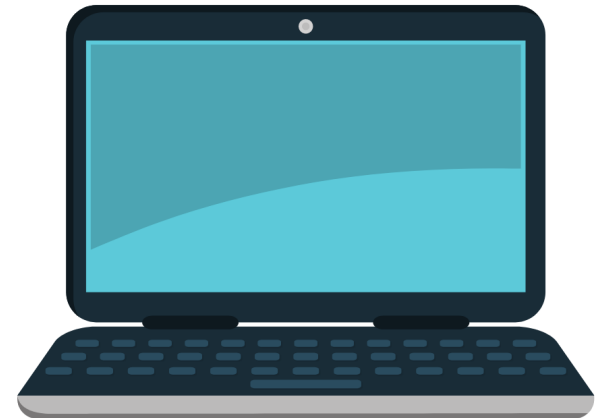
Information Technology

- Computer Lab Access and Printing
- BlackBoard and Zoom Support
- Gmail/Student Email Accounts
- Password Reset
- Submit a Help Request
- Phone, Email, and Chat Support
- Phone: 616-331-2101
- Email: it@gvsu.edu
- Website for chat and to check hours of operation:
www.gvsu.edu/it/

IT Resources

- Software, hardware, and student discounts:
www.gvsu.edu/it/softwarehardwareapps-69.htm
- Zoom: www.gvsu.edu/it/gvsu-zoom-plan-247.htm
- Gaming, Wifi/Mobile, and Gmail:
www.gvsu.edu/it/student-mobilegaming-62.htm
- Cybersafety: www.gvsu.edu/cybersafety/
- BlackBoard Support:
bbadmin@gvsu.edu

myBlackboard



Student Logins and Passwords

Network Login

- Username: palmjenn
- Password: #12Characters
- Your password will change every 6 months
- Blackboard
- Student Email (Gmail)
- mystudentdata.gvsu.edu
- Wireless access
- Single sign-in (MyBanner)

Banner

- G-Number: G00123456
- PIN: 1a34b56
- PIN does not change unless you specify a change
- Register for classes and find class schedules
- Pay bills
- Change Network, Email, and Blackboard passwords
- mybanner.gvsu.edu

MyName

- www.gvsu.edu/myname
- Students may use the myName process to update Banner and some related systems. The myName process will allow students to have the chosen name appear anywhere a legal name is not required.
- Legal Name Change:
www.gvsu.edu/namechange/students-2.htm

Diversity, Equity, and Inclusion

- www.gvsu.edu/inclusion/
- The University strives to provide all members of its community an inclusive environment and equitable opportunities for success.
 - Office of Inclusion and Equity
 - Dean of Students Office
 - Title IX: Sexual Misconduct
 - Equal Opportunity/Affirmative Action
 - Anti-Harassment Policies
 - Bias Incident Protocol

DEI Initiatives

- Social Justice Centers
 - Office of Multiculture Affairs
 - Center for Women and Gender Equity
 - Milt E. Ford LGBT Center
 - Kaufman Interfaith Institute
- Student Groups/Affinity Groups
- Training and Resources
- Veteran Support
- www.gvsu.edu/inclusion/division-offices-and-partnerships-53.htm

Resources for Military-Connected Students

www.gvsu.edu/veterans

- New Military and Veterans Resource Manager – Jill Hinton Wolfe
- Highly-trained GI Bill Certifying Officials (150 STU)
- PAVE - Peer advising program
- Veteran specific job coaching and networking
- Veterans' Lounge (Kirkhof Center)
- Deployment and reentry accommodations
- Vocational Rehabilitation Program (Chapter 31)
- Participate in federal and state tuition assistance programs



Jill Hinton Wolfe: 1133 Kirkhof, 616-331-2369

GI Bill Certifying Officials: 150 STU, 616-331-3327

MING-STAP, Military TA, VOC-REHAB: 616-331-2209

Veterans Upward Bound: 708 Eberhard (Pew) 616-331-8387



Title IX Anti-Harassment Policies

- Sexual or gender-based harassment is prohibited conduct at GVSU. No employee, student or other person at the University shall engage in sexual or gender based harassment.
 - **Sexual Harassment:** any unwelcome sexual advance, request for sexual favors, or other unwanted conduct of a sexual nature, whether verbal, non-verbal, graphic, physical, or otherwise.
 - **Gender-Based Harassment:** includes gender, sexual orientation, transgender, gender non-conforming, transitioning, gender identity, or gender expression.
 - **A “Hostile Environment”** exists when the sexual or gender-based conduct is sufficiently severe, persistent, and/or pervasive.

Sexual Misconduct

- **Sexual Misconduct** includes sexual assault, dating violence, domestic violence, stalking and sexual exploitation and is prohibited by the University.
- Resources and Reporting Options:
 - In an emergency or to report sexual violence call 9-1-1
 - YWCA Grand Rapids, Free Nurse Examiner Program and resources
 - 24-Hour Confidential Helpline 616.454.YWCA (616.454.9922)
 - <https://www.ywcawcmi.org/our-services/sexual-assault>
 - Free confidential counseling is available from the University Counseling Center
- **Victim Advocate:** any student can seek support, options, and advocacy. Rachel Dziabuda at 616-331-2748 or dziabura@gvsu.edu. For more information visit www.gvsu.edu/vro
- **Title IX Coordinator:** to report sexual or gender-based harassment or sexual misconduct, call 616-331-9530 or visit: www.gvsu.edu/titleix

Personal and Campus Safety

For any emergency Call 9-1-1

- Always lock your doors (residence and vehicle) and stow your valuables.
- Be aware of your property such as backpacks, laptops, tablets, phones, and textbooks.
- Be an alert pedestrian; watch for cars, trains, and scooters.
- GVPD Safe walks: Call 616-331-6677
- Register your bike www.gvsu.edu/gvpd/bike.htm
- Protect your property - use a U-lock!
- Victim's Rights and Options:
www.gvsu.edu/vro/



Student Parking 2021-2022

- Parking has gone paperless – no physical permits.
- Students cannot park in faculty/staff spaces.
- ParkMobile App accepted at GV meters
- Overnight parking prohibited 3 - 6 a.m. unless you live on campus.
- Limited Temporary Passes for \$10/day:
 - Allendale: 616-331-7275
 - Grand Rapids: 616-331-6601
- ADA Parking Information:
www.gvsu.edu/parking/parking-information-ada-parking-29.htm

Parking Permit Options

- Student Commuter (living off-campus): \$240*
 - *Part-time students (6 credits or fewer): \$150
- Lot J Remote Commuter (living off-campus): \$105
 - www.gvsu.edu/parking/parking-parking-information-lot-j-commuters-71.htm
- Resident (living on-campus): \$210
- Remote Resident Seward Ramp (living in GVSU housing on either campus): \$105
- Where can I park with my permit?
www.gvsu.edu/parking/permits-student-permits-9.htm
- Questions? Visit www.gvsu.edu/parking

Parking Tips

- GVSU meter rate is \$2.50/hour (Parkmobile)
- Limited parking is available at the Health Campus on Michigan Ave. Plan to park at DeVos and take the bus.
- Citations may be paid or appealed within 7 business days at www.gvsu.edu/parking; after 40 days citations are transferred to your student account.
- City of Grand Rapids street parking uses the MOTU App – tickets are issued by Grand Rapids.
- Use GVSU's free bus services. Information is available at www.gvsu.edu/bus/



GVSU Laker Line



The Laker Line connects Grand Valley State University's main campus in Allendale with its downtown campuses on Fulton (Robert C. Pew Campus) and the Health Campus on the Medical Mile.

Buses are cleaned with an anti-microbial cleaner and high-touch points are sanitized daily. Masks are required for your safety.

GVSU Bus Information

- Free *Park-N-Ride* lots are located at the Walker Fire Station & Lake Michigan Drive by Standale Meijer.
- Ride any RAPID bus route for free by showing ID.
- All buses have bike racks and are wheelchair accessible.
- Download **myStop** mobile app.
- Bus schedules are subject to change.
- Routes: www.gvsu.edu/bus/bus-system-80.htm
- How do I get to? www.gvsu.edu/bus/how-do-i-get-to-33.htm



Weekday Campus Connector



North Campus Apartment Shuttle



South Campus Apartment Shuttle



Weekend Service

Textbook Information



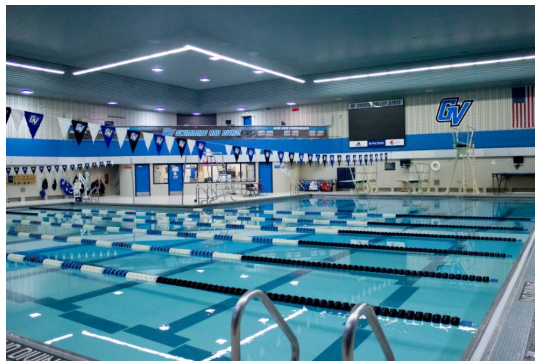
- Textbooks ordered online can be shipped to you or a GVSU Laker Store for pick-up.
- Online ordering will also show you comparative pricing for text book rentals and purchases from online retailers.
- For courses taught in Grand Rapids, go to the GVSU Laker Store in DeVos Building C.
- For courses taught in Allendale, Holland, Muskegon, all online, or any other location, go to the GVSU Laker Store in Allendale.
- Textbooks can be transferred between the Allendale and Grand Rapids locations for free.

Textbook Returns

- Textbooks and e-books must be returned by Friday of the first week of classes for a 100% refund.
 - Or by the “W” drop deadline with proof of a dropped course/late withdrawal.
 - For courses that only meet on weekends, the deadline is extended one additional week.
- New books must be in new condition or will be refunded as a used book:
 - Books packaged with workbooks, online access codes, DVD's or CD's must include all components unused.
 - A receipt is required to return or exchange any textbook. The current buyback value will be offered after the deadlines.

GVSU Recreation Center

- Student access is **FREE** with a valid GVSU student ID.
- Hours of operation and current access to equipment: www.gvsu.edu/sportsfacilities/#open
- Exercise Classes, Intermural Sports, Nutrition Guidance, and more through Recreation and Wellness: www.gvsu.edu/rec/
- Virtual Resources: www.gvsu.edu/rec/laker-strong-anywhere-234.htm



Life in Grand Rapids

Events and Activities in
Grand Rapids:

www.downtowngr.org

www.experiencegr.com

www.MLive.com

(Grand Rapids Press for
local news and events)



Living Off-Campus and Renting Tips:

www.gvsu.edu/housing/students/living-off-campus-141.htm

Off-Campus Housing Marketplace:

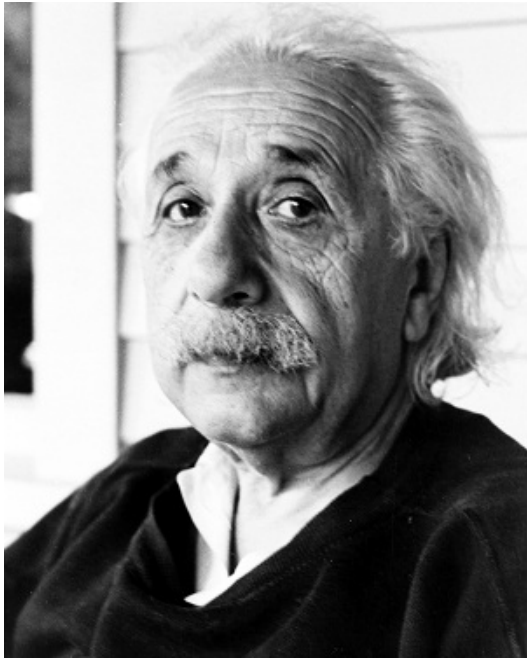
<https://gvsu.rentcollegepads.com/listing>

**GVSU does not operate Rent College Pad's website. The properties on Rent College Pads do not constitute approved housing or endorsed housing by GVSU.*

Being Successful as a Graduate Student



What does it take to be successful as a graduate student?



"Only one who devotes himself to a cause with his whole strength and soul can be a true master. For this reason mastery demands all of a person."

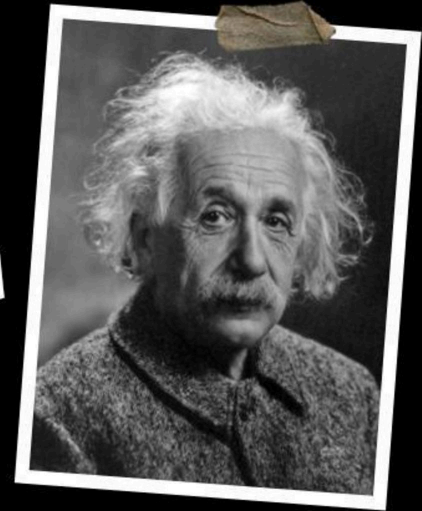
Albert Einstein

- * Motivation
- * Perseverance
- * Resilience
- * Good time management
- * Financial support
- * Encouragement
- * Emotional & intellectual support
- * Leading a balanced life
- * **Building a mentor team**

How do you build a mentor team?

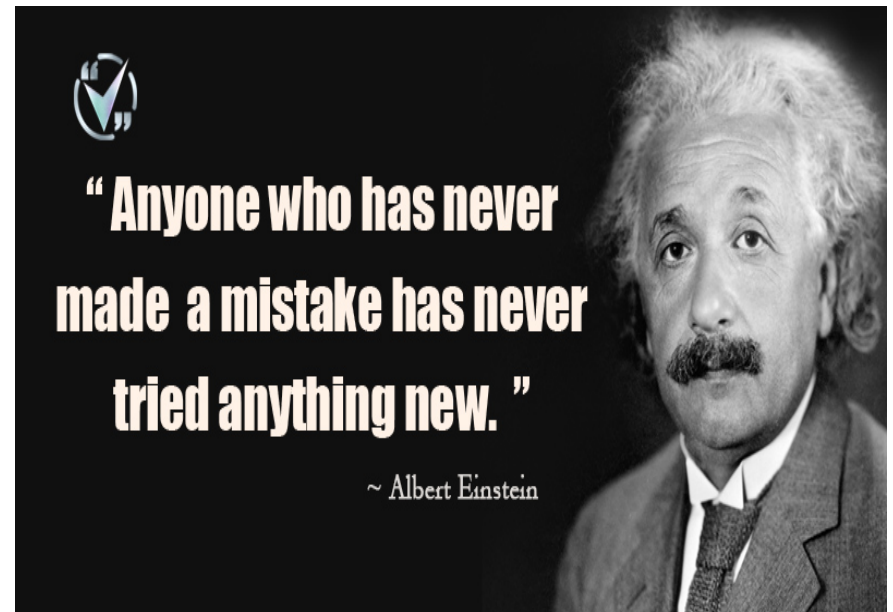
- * Read faculty bios
- * Meet your program faculty
- * Talk with your GPD
- * Talk with current students
- * Talk with program alumni
- * Talk with employer
- * Engage with professionals

**"Education is not
the learning of
facts, but the
training of the mind
to think."
-Albert Einstein**



Get involved and engage

- * Graduate program events
- * Thesis and dissertation proposal and defense
- * 3-MT Competition
- * Graduate Showcase
- * Presidential Research Grant
- * Academic Conference Fund
- * GSA and Student Organizations
- * University Governance
- * Cook Leadership Academy



Get involved and engage



The poster features a background of blue and green silhouettes of people's heads and shoulders, with a globe icon in the top right corner. The text is centered and reads: "Peter C. Cook Leadership Academy APPLICATIONS OPEN DECEMBER 6-FEBRUARY 28". Below the text is a QR code and the phrase "Apply Today". At the bottom, there is a row of six icons representing different program features: a briefcase for mentorship, a shield for digital leadership badges, a graduation cap for cohort learning model, a compass for interactive workshops, and two hands shaking for networking opportunities.

gvsu.edu/hc/cla

Peter C. Cook Leadership Academy

APPLICATIONS OPEN

DECEMBER 6-FEBRUARY 28

Apply Today

THE HAUENSTEIN CENTER
FOR PRESIDENTIAL STUDIES

AT GRAND VALLEY STATE UNIVERSITY
COOK LEADERSHIP ACADEMY

- Individualized Mentorship
- Digital Leadership Badges
- Cohort Learning Model
- Interactive Workshops
- Networking Opportunities



Tips for getting started

- * Identify a mentoring team
- * Know the course, program and university requirements
- * Establish a workable timeline to finish your degree requirements



Using BlackBoard and Banner

- * A guided visit to find your classes and documents in BlackBoard.
- * How to log in to Banner, register for classes, and find MyPath.
- * A quick visit to the University Libraries page.
- * The New Graduate Student Checklist (and Guidebook for Graduate Students).

Please complete the brief survey about
your Graduate Student Orientation!

