New Graduate Student Orientation
Winter 2024

Jeffrey Potteiger
The Graduate School

We empower learners in their pursuits, professions, and purpose.
Orientation Topics

Graduate Student Association (GSA)

Getting started as a Graduate Student
- Graduate education
- The Graduate School
- Academic support services
- Research and scholarship support

Graduate Student Support & Resources
- GVSU services overview
- Student support services
- Information technology

Being successful as a Graduate Student

Using Blackboard Ultra and Banner
Graduate Students Serving Graduate Students

Executive Board

President: Henry Pena, Doctor of Nursing Practice
Vice President: Vaishnavi Rasane, Master of Science in Applied Computer Science
Administrative Officer: Narelle Hickmon, Master of Science in Criminal Justice
Finance Officer: Brooks Twist, Master of Science in Accounting
Communications Officer: Jhon Kerby Gerlin, Master of Business Administration
What We Do

- Serve as leadership for all graduate students and Registered Student Organizations
- Build cross-curricular partnerships to promote a holistic graduate student experience
- Plan and coordinate activities aimed at enhancing graduate student culture and professional networks
- Advocate for graduate student representation
- Promote career development: PACES
- Facilitate the administration of the graduate funding board for all graduate student organizations
The GSA Wants to Support You!
Funds are available for:

- Professional Conferences
- On Campus Events
- Transportation
- Bringing Speakers to Campus
- Academic Conferences
- Professional Development
- Virtual Conferences
- Lodging

Up to $1,000 per student and $10,000 per RSO
Join the GSA to learn more!
Get Involved

University Governance

- 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

Additional Opportunities

- Volunteer Opportunities
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

Website
Guides for Graduate Students

Graduate Student Guidebook

A Manual for Graduate Student Success

2023-2024
gvsu.edu/gs

Advising Guidebook for Graduate Students

An Advising Guide for Graduate Student Success

2023-2024
gvsu.edu/gs
Academic Expectations

* Complete all requirements for your graduate program
* Maintain at least a 3.0 grade point average
* Credit at the graduate level will be awarded for grades of C or better
* Credit for a research project, thesis or dissertation will be awarded for a grade of pass with distinction or pass

[Website]
Academic Support Services
Statistical Consulting Center

- Offers advice with projects for research or instruction
- Provides assistance with:
  - Designing a study and research questions
  - 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
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
The Fred Meijer Center for Writing and Michigan Authors

GRAND VALLEY STATE UNIVERSITY WRITING CENTER
Table of Contents

• Who are the Writing Consultants?
• How We Can Help You
• Student Services
• Graduate Student Support
• Writing Center Snapshot
• How to Access our Services
• Making the Most of Your Consultation
• Contact and Service Information
Who Are the Writing Consultants?

- A group of 60+ undergraduate and graduate GVSU students
- Variety of majors, disciplines, and experiences
- Lengthy application and interview process
- Hours of training & a one-credit course
- Professional development seminars
- Passionate about writing
We can help you:

• Understand your audience and assignment expectations
• Brainstorm and select a topic
• Organize ideas and structure your paper
• Write effective introductions and conclusions
• Revise, edit, and format your work
• Integrate and/or document sources
Student Services

Consultations
• In-Person 30 minute Drop-Ins and Appointments
• Group Consultations
• Weekly Appointments

Online Support
• Drop-Ins & Appointments
• Email Consultations
• Resources & Videos
GVSU WRITING CENTER

Graduate Student Support

Services
• One-to-One Consultations
  ◦ In-person, Online
  ◦ 30 or 50 minute appointments
• Weekly Appointments
• Email Consultations

Events
• Writing Center Open House
• Writing Retreats
• Thesis Boost

Additional Opportunities
• Accountability Document
• Graduate Writing Groups
• Become a Writing Consultant
GVSU WRITING CENTER

Here to Help
Drop-Ins, Appointments, Synchronous, and Asynchronous support

All Writing at All Stages
We can help all writers at all levels with writing at any stage in the writing process

Collaboration
Consultants do not do the work for you - every consultation is a collaboration!
GVSU WRITING CENTER

Accessing our Services

www.gvsu.edu/bookit

- Writing Center & Knowledge Market Services
- Appointments, Virtual Drop-Ins, Email Services
- GVSU Login
- Keeps track of appointments and consultation summaries
Graduate School Writing Support

Graduate Writing Resources

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

Contact – GVSU Graduate School
www.gvsu.edu/gs/ 318C DeVos Center
331-7105
GVSU Speech Lab

• Consultants work with you on all elements of the oral presentation: 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
* Subject Librarians

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
Additional Support Services

* Digital media
* Media literacy
* Knowledge Market

Your journey starts here
Research and Scholarly Activity
Support for Research and Scholarship

• Funding to initiate, maintain, and disseminate your research, scholarship, 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 James H. Zumberge
331-2281, csce@gvsu.edu
QUESTIONS AT THIS POINT?
Graduate Student Support & Resources
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. 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.
Student Assistance Center

• Student ID cards
• Registration
• Payments
• In-school loan deferment
• Enrollment verification
• Transcripts

• DEVOS CENTER & ALLENDALE LOCATIONS: Check Registrar to plan your trip or email regdept@gvsu.edu
Financial Aid

• Fill out your FAFSA
• Federal Direct or Grad-PLUS Loans: Requires FAFSA & half-time status
• Check Scholarships
• Emergency loans ($500 maximum)
• Contact via email or phone 616-331-3234
• Financial Aid Office is located in Allendale
GVSU Career Center

- Located on Allendale and Pew Campuses
- Consultations (Virtual Career Lab)
- Career Fairs and Events
- Internship and Job Searches
- Resumes and Cover Letters
- On-Campus Jobs, Internships, and Off-Campus Recruitment on Handshake
University Counseling Center

• 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
Graduate Student Mental Health

Health Resources

Guides for Graduate Students
GVSU Student Health Insurance Plan

- PPO or HMO plans available through Blue Cross Blue Shield of Michigan.
- Other options are available through GVSU’s Private Health Insurance Exchange
- GVSU Health Hub
Disability Support Resources

• Contact Disability Support Resources (DSR) to request resources and accommodations related disabilities: [email]

• DSR will contact your instructor(s) to inform them of your accommodations but not your diagnosis.

• [Campus Links]: Supporting students with autism spectrum disorder

• 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
Childcare - David D. Hunting YMCA

- Childcare services to GVSU students and employees
- Children ages 6 weeks to 5 years old
- Children ages 6-12 years
- Monday through Thursday 5:30 pm – 9:30 pm
- Heavy snack for all children
- Semester-long contract
- Registration and payment made to the YMCA
Resources for Military-Connected Students

Peter Secchia Military and Veterans Resource Center

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

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
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
- Website for chat and to check hours of operation
IT Resources

- Software, hardware, and student discounts
- Zoom
- Gaming, Wi-Fi/Mobile, and Gmail
- Cybersafety
- BlackBoard Support
Student Logins and Passwords

**Network Login**
- Username: potteigj
- 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

• 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
Diversity, Equity, and Inclusion

• The University strives to provide all members of its community an inclusive environment and equitable opportunities for success
• Division of Inclusion and Equity
  – Title IX: Sexual Misconduct
  – Equal Opportunity/Affirmative Action
  – Anti-Harassment Policies
  – Bias Incident Protocol

• Website
DEI Initiatives

• Social Justice Centers
  – Office of Multicultural Affairs
  – Gayle R. Davis Center for Women and Gender Equity
  – Milton E. Ford LBGT Center
  – Kaufman Interfaith Institute

• Student Groups/Affinity Groups

• Training and Resources

• Veteran Support

• Website
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)
  - [Website](#)
  - 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 [email](#). For more information visit [Victim’s Rights and Options](#)

• **Title IX Coordinator:** to report sexual or gender-based harassment or sexual misconduct, call 616-331-9530 or visit [Office of Civil Rights and Title IX](#)
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
- GVPS [Safe walks](#): Call 616-331-6677
- **Register your bike**
- Protect your property - use a U-lock!
- **Victim’s Rights and Options**
Student Parking 2023-2024

• 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 am unless you live on campus
• Limited Temporary Passes for $10/day:
  – Allendale: 616-331-7275
  – Grand Rapids: 616-331-6601
• ADA Parking Information
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
• Resident (living on-campus): $210
• Remote Resident Seward Ramp (living in GVSU housing on either campus): $105

• Where can I park with my permit?
• Questions? Visit Parking Services
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 Parking Services - after 40 days citations are transferred to your student account
• City of Grand Rapids street parking uses the MOTU App – tickets are issues by Grand Rapids
• Use GVSU’s free bus services
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.
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](#)
• [How do I get to?](#)
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 textbook 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 see [Athletic and Recreation Facilities](#)
- Exercise Classes, Intermural Sports, Nutrition Guidance, and more through [Recreation and Wellness](#)
- [Grand Rapids YMCA](#)
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)

Housing and Residence Life

Off-Campus Housing Marketplace

*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?

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

"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
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

“Anyone who has never made a mistake has never tried anything new.”
~ Albert Einstein
Get involved and engaged

Peter C. Cook Leadership Academy
APPLICATIONS OPEN
DECEMBER 6 - FEBRUARY 28
Apply Today

THE HAUSENSTEIN CENTER
FOR PRESIDENTIAL STUDIES
AT GRAND VALLEY STATE UNIVERSITY
COOK LEADERSHIP ACADEMY

Individualised Mentorship Digital Leadership Badges Cohort Learning Model Interactive Workshops Networking Opportunities

THREE MINUTE THESIS
FOUNDED BY THE UNIVERSITY OF QUEENSLAND
Tips for getting started

- Visit the Career Center
- Identify a mentoring team
- Know the course, program and university requirements
- Get involved and be engaged
Using BlackBoard and Banner

* A guided visit to find your classes and documents in BlackBoard Ultra
* How to log in to Banner, register for classes, and find MyPath
Please complete the brief survey about your Graduate Student Orientation!