

BECOMING A

PATRIOT

O R I E N T A T I O N 2 0 2 3 - 2 0 2 4



FRANCIS MARION
UNIVERSITY

NEW STUDENT CHECKLIST

**Here are a few things
we need for you to complete:**

- ❑ Log into your Patriot Portal at fmarion.edu. See page 13 for instructions.
- ❑ Pay the \$126.00 Enrollment Fee on your Patriot Portal account*. This one-time fee lets us know that you plan to enroll at FMU. It is non-refundable after May 1.
- ❑ Submit a Housing Application and pay the \$173 Housing Fee on your Patriot Portal account*. The housing application can be found at fmarion.edu/housing.
- ❑ Return your Immunization Form to the Office of Student Health
fmarion.edu/wp-content/uploads/2016/07/ImmunizationForm.pdf.
- ❑ Satisfy South Carolina's Citizenship Verification requirement by providing a copy of your S.C. driver's license, birth certificate, certificate of naturalization or permanent resident card to the Office of Admissions. Documents can be emailed to documents@fmarion.edu.
- ❑ Complete the FAFSA online to be considered for Federal Financial Assistance. fafsa.ed.gov
- ❑ In the Patriot Portal, review your financial aid award letter and accept available financial assistance.
The fall payment deadline is August 14.
- ❑ Send your Final high school Transcript to the Office of Admissions. This also includes any dual-enrollment transcripts. AP or IB test scores should be sent to the Office of Counseling and Testing.
- ❑ Purchase your FMU parking decal online at the Patriot Marketplace which can be found in the Patriot Portal.

***Fees are subject to change on July 1st.**

Paying Enrollment Deposit:

1. Log into your **Patriot Portal**
2. Click on "**Web Advisor for Students**"
3. Click on "**Financial Information**"
4. Click on "**Student Account Summary**"
5. Click on "**Make a Payment**"
6. Click on "**Continue to Payment Center**"
7. For first time users, you will be prompted to agree to online terms and conditions. Please read over this section.
8. At the top of the screen, click on "**Deposits**"
9. Click the drop down section and select "**Enrollment Fee**"
10. Click "**Select**" and then "**Continue**"
11. You can pay using a Debit or Credit Card (Visa/MasterCard/Discover/American Express) and choose whether you would like to save your card information for future use.

Paying Housing Deposit:

1. Log into your **Patriot Portal**
2. Click on "**Web Advisor for Students**"
3. Click on "**Financial Information**"
4. Click on "**Student Account Summary**"
5. Click on "**Make a Payment**"
6. Click on "**Continue to Payment Center**"
7. For first time users, you will be prompted to agree to online terms and conditions. Please read over this section.
8. At the top of the screen, click on "**Deposits**"
9. Click the drop down section and select "**Housing Application**"
10. Click "**Select**" and then "**Continue**"
11. You can pay using a Debit or Credit Card (Visa/MasterCard/Discover/American Express) and choose whether you would like to save your card information for future use.
12. Repeat steps 1-11 selecting **Housing Reservation** instead of **Housing Application**.

WELCOME TO THE PATRIOT FAMILY

On behalf of the Francis Marion University faculty, staff and students, let me say welcome to our campus for one of the critical first steps in your college career: orientation. This is the beginning of a great educational journey that will establish the foundation for much of what you accomplish in your life. Treasure this time and use it wisely.

Francis Marion University is one of the finest universities in the state of South Carolina. College will be a challenge — that's intentional — but don't worry. You will have plenty of support here. Our staff is ready to assist with all aspects of college life, our faculty is renowned for the attention and care it gives to students, and your fellow students are eager to welcome you into the fold. The FMU campus is a beautiful place, a wonderful setting for education and more. Yes, you have challenges ahead, but many happy times as well.

Exploring the world and growing as an individual is an essential part of the university experience and I encourage you to make as much of that as you possibly can. I call particular attention to our superb international program and the very literal opportunity to explore the world that it affords. Take some time to travel. There is nothing like it and FMU continues to search out new opportunities in this sphere.

The orientation process will ground you in the basics of your academic career, which is, of course, your focus here. Staff and faculty are available to offer counsel and guide you along an academic path that best matches our programs with background and abilities.

Orientation also introduces students to extracurricular activities on campus. This is an important part of an education, too. Familiarize yourself with our clubs and organizations, then join in when school begins. We'll help jump start that effort with our "First Week" activities. It's a great way to start what we know will be a great year.

Sincerely,



Fred Carter, President

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Contact us!

Office of Orientation | Francis Marion University
PO Box 100547 | Florence, SC 29502
(843) 661-1288 | fmarion.edu



2023-2024 ACADEMIC CALENDAR

FALL 2023

Aug. 14	Final date for pre-registered students to pay fees for Fall 2023
Aug. 18-20	Housing opens for new students and continuing students
Aug. 21	Registration for new and continuing students
Aug. 21	Evening Classes Begin at 4:30 p.m.
Aug. 21	Fall Classes Begin
Sept. 4	Labor Day; University Closed
Oct. 9-10	Fall Break; No Classes, University Open
Oct. 25 -	Advising and
Nov. 3	Pre-Registration (Spring)
Nov. 22	Thanksgiving Observance Begins; No Classes, University Open
Nov. 23-24	Thanksgiving Break; University Closed
Dec. 4	Classes End
Dec. 5	Reading Day
Dec. 6-12	Final Exams
Dec. 15-16	Commencement

SPRING 2024

Jan. 6-7	Housing opens for all students
Jan. 9	Classes Begin
Jan. 15	MLK Jr. Day; University Closed
Mar. 11-15	Spring Break; No Classes
Mar. 20-29	Advising and Class Registration (Summer and Fall)
Apr. 22	Classes End
Apr. 23	Reading Day
Apr. 24-30	Final Exams
May 3-4	Commencement

**STAY
UPDATED
ON CAMPUS
EVENTS**

fmarion.edu/calendar

Instagram:

@francismarionu

@fmustudentlife

EXPLORE DOWNTOWN FLORENCE

EAT

KING JEFE

134 S. Irby St.
Traditional and Modern Mexican

WHOLLY SMOKIN'

150 S. Dargan St.
Southern cooking | BBQ | Burgers

LULA'S

160 S. Dargan St.
Coffee | Breakfast

VICTOR'S

126 W. Evans St.
Upscale Cuisine

BIRD'S NEST

166 S. Dargan St.
Delicious food in community atmosphere

EL AGAVE

147 W. Evans St.
Family-owned TexMex restaurant

TOWN HALL

101 W. Evans St.
Farm-driven, Southern-inspired upscale restaurant

CHOCOBELLA

114 N. Dargan St, Suite A
Artisan chocolate and gelato shop

LIL JAZZI'S

163 N. Dargan St.
Cafe, salads, and sandwiches

RELAX

BALANCE YOGA

152 S. Dargan St.

GATELY GALLERY

142 N. Dargan Street
Rotating exhibitions that are designed to inspire and engage. Free admission.

FLORENCE COUNTY MUSEUM

111 West Cheves St.
Museum that reflects the region's artistic and cultural heritage in exhibitions and hands-on workshops. Free admission.

FLO-TOWN FITNESS

612 S. Irby St.
Gym that offers monthly or annual memberships, personal training, and 24/7 hour access.

ADDIE'S BABY

PAINT & SIP STUDIO

290 W. Evans St.
Paint and sip studio perfect for a party or night out!

THE SPA AT HOTEL FLORENCE

102 W. Evans St.

NEW STUDENT INFORMATION

UNIVERSITY LIFE 100: FIRST-YEAR SEMINAR (FYS)

If you are a new freshman, you will be enrolled in First-Year Seminar during your first semester at FMU. We want you to have a successful start, and FYS helps to ensure that you are prepared by giving you a place to learn more about the University and ask questions throughout the semester.

ACADEMICS

We want your time at Francis Marion to be successful. During Orientation, we will review the academic standards of the University and how you can be successful. The University offers free academic services through the Center for Academic Success and Advisement's Writing Center, Tutoring Center, First Year Advising and Career Center. In addition, you will have access to several computer labs on campus, the Cauthen Educational Media Center, and Rogers Library.

FINANCIAL ASSISTANCE

The first step to determine available financial assistance is to complete a Free Application for Federal Student Aid (FAFSA). The FMU Office of Financial Assistance (FA) should receive the FAFSA within 7–10 days after submission to the Dept. of Education. Once FA receives your FAFSA, an email will be sent to your FMU gmail account advising you to go to the Patriot Portal to determine what is needed to complete your FA file or to view your award. To learn more about what types of aid are offered, visit the Financial Assistance website at fmarion.edu/financialassistance. Financial aid representatives are also available to answer questions and provide guidance during Orientation.

STUDENT LIFE

Francis Marion has many active, diverse student organizations that allow you to enhance your college experience. From silent dance parties to festivals and everything in between, students have the opportunity to get involved. Explore even more opportunities with the Campus Activities Board, Student Government Association, Greek Life, and more!

HOUSING

FMU offers residence halls, villas, and apartments for convenient on-campus housing. If you have not yet signed up for on-campus housing, it isn't too late. Many students find living on campus to be the most convenient option, especially when just beginning college. If you have already signed up for housing or want to sign up for it, a representative from the Housing Office will be available during Orientation to speak with you and guide you through the process.

CAMPUS SAFETY

Safety is a top priority at FMU. The University has an on-site police force who patrols at all hours. There are emergency call boxes located around the campus, as well as Resident Assistants within residence halls and apartments.

STUDY ABROAD

Francis Marion has a number of short-term and long-term study abroad opportunities for students. These opportunities provide a wonderful way for you to gain valuable experience outside of the classroom while traveling to countries like England, Germany, France, Canada, Ireland, Spain and more.

STUDENT WELLNESS

The FMU Student Health Clinic, located on the second floor of the Smith University Center, provides free, front-line healthcare resources for the FMU community. The Counseling and Testing center, located in the Hope Health building adjacent to the Griffin Athletic Complex, offers free counseling services to FMU students. Additional health services, such as chronic disease management or when the FMU student health clinic is closed, is provided by Hope Health through a partnership with FMU at their practice in the Hope Health building adjacent to the Griffin Athletic Complex. In addition, students have access to the outdoor pool and fitness center.

FMU CATALOG

The Catalog for the year that you enter the University will be your guide until you graduate. The Catalog contains information on majors, courses, campus resources, and other valuable pieces of information that you will need.

I AM TRANSFERRING FROM A SOUTH CAROLINA TECHNICAL COLLEGE. WHAT CLASSES WILL I BE ABLE TO TRANSFER INTO FMU?

If you are transferring from a South Carolina Technical College, review the rules regarding transfer credit as well as the transfer guide online at fmarion.edu/admissions/requirements/ to see what courses will transfer.

TRANSFERRING CREDIT FROM OTHER INSTITUTIONS

Official transcripts of students transferring from another institution are evaluated in the Registrar's Office, and the results are provided to you in the Patriot Portal. The applicability of transferred credits to major requirements is determined by the Registrar's Office.

WORDS TO KNOW

ACADEMIC YEAR The academic year begins in August at the start of classes and continues through the spring semester, and concludes with the summer session.

ACADEMIC LOAD (*also known as Course Load*)

Academic load describes how many credit hours a student is taking during a semester. For instance, carrying a full academic load as an undergraduate student means taking at least 12 credit hours. However, enrolling in 12 hours each semester may not lead to graduation in four years. Consult with your academic advisor to learn more.

ALUMNI are individuals who have attended or graduated from a particular college or university.

BLACKBOARD is an online, electronic, education platform designed to deliver course and/or organizational content and information. Instructors will often post things like the syllabus, readings and other course documents; assignments; videos; online tests and quizzes; and other materials for class. Blackboard can be accessed from <http://blackboard.fmarion.edu>.

ABBREVIATIONS FOR BACCALAUREATE DEGREES

BA – Bachelor of Arts

BBA – Bachelor of Business Administration

BGS – Bachelor of General Studies

BS – Bachelor of Science

BSN – Bachelor of Science in Nursing

CATALOG The catalog is the university's official publication of academic policies and procedures, programs of study, and course offerings for a particular academic year.

COMMENCEMENT is a ceremony that recognizes degree recipients in a given semester; currently there are ceremonies in May and December. Commencement may be commonly referred to as "graduation."

CREDIT HOURS are the standard unit of measuring coursework.

DROP/ADD is the period during which students can electronically make a change to their schedule by removing or adding a course from their schedule. This is usually the first week of the fall and spring terms, and the last date to drop/add is always listed on the Academic Calendar. Note that changes in the total number of credit hours taken for the semester can have an impact on financial aid and other matters, so always carefully consider drop/add choices.

FERPA is the Family Educational Rights and Privacy Act. Enacted in 1974, it protects the privacy of student education records. All educational institutions that receive federal funding must comply with FERPA.

FIRST-GENERATION STUDENTS are students whose parent(s) or legal guardian(s) have not completed a bachelor's degree and are the first in their family to attend a four-year college/university to attain a bachelor's degree.

LIFE GPA are all the grades earned (excluding remedial coursework) at eligible public or independent institutions. This includes any credit hours and GPA earned prior to high school graduation.

PATRIOT PORTAL is a cloud-based space that provides secure access to important information for students, faculty and staff at FMU. For FMU students, the Portal is a one-stop shop for all academic and informational needs, including registration, class schedules, financial awards and more.

PREREQUISITE is specific requirements that must be met prior to enrolling in a given class. Prerequisites may consist of courses, test scores, or enrollment in a specific program of study.

PROVOST A provost is the senior academic administrator at a college or university. This person provides supervision and oversight to the university's curricular, instructional, and research activities.

RA - RESIDENT ASSISTANT is a trained undergraduate student leader who helps foster community between members of a residence hall's floor or wing; they also keep residents safe by enforcing university policies.

READING DAY is the day between the end of the semester and the start of the final exam period, during which no classes or exams are scheduled.

REGISTRAR is a university officer who is in charge of registering students and keeping academic records.

STUDENT ADVOCATE is a staff member who helps students address and resolve non-academic conflicts, concerns, and other problems they may experience while attending Francis Marion. The Student Advocate assists the student in navigating the university procedures that will help them resolve their issue, and directs them to the appropriate school office or official.

SYLLABUS is a document describing the objectives, outcomes, assessment activities, and structure of a course that is made available to students during the first week of classes.

TRANSCRIPT A transcript serves as the student's official academic record and the university's official record of credit and degrees awarded, including the courses taken by a student and the grades received in each course. Probations, suspensions, and disciplinary expulsions also appear on the transcript.

FINANCIAL ASSISTANCE

WHAT HAPPENS AFTER THE FAFSA IS COMPLETED?

The FMU Financial Assistance Office (FA) will receive an electronic copy from the Department of Education (DOE) within 7–10 business days. Once FA receives the FAFSA, an email will be sent to your FMU Gmail account advising you to go to the Patriot Portal to determine what is needed to complete your FA file or to view your award.

IS THERE AN APPLICATION FOR THE LIFE OR HOPE SCHOLARSHIP?

No, there is no application for these scholarships. If you are eligible for either the LIFE or Hope scholarship, you will receive an email directing you to the Portal to accept your award offer.

You should contact the Office of Financial Assistance if no notification has been received within 3–4 weeks of acceptance, and you believe that you are eligible for the LIFE or Hope Scholarship.

HOW IS FINANCIAL AID APPLIED TO FEES?

Once financial assistance has been awarded and all requirements have been met, it will be automatically applied toward your tuition, fees, and housing.

The payment deadline for the Fall semester is August 14.

WHAT IF THERE IS NOT ENOUGH AID TO COVER FEES?

If there is not enough available assistance to pay all tuition and fees, you must either pay the remaining balance out of personal funds, apply for a Parent PLUS, or apply for an alternative loan. You may also apply for a payment plan. Please contact the Cashier's Office for further information.

Go to www.fmarion.edu/financialassistance/loaninformation to see detailed instructions on Parent PLUS and alternative loans.

EXCESS FUNDS

A change check is a check for any excess funds in the account after the bill has been paid in full. You will receive an email in your FMU Gmail account when a change check or refund check is available. Instead of receiving a paper check, you will sign-up for direct deposit into a checking or savings account. Direct Deposit instructions can be found online at www.fmarion.edu/accounting/students/.

College doesn't have to break the bank.

AT FMU, IT WON'T.

FMU is one of South Carolina's most affordable universities.

WHAT IS FINANCIAL ASSISTANCE?

Financial assistance is available in the form of grants, scholarships, loans, and a work–study program.

The first step in the financial assistance application process is completion of the FAFSA. The FAFSA collects information that will be analyzed for use by Francis Marion University's Office of Financial Assistance (FA) to determine the types of assistance for which you qualify. FMU's Title IV School Code is 009226.

The FAFSA must be completed for every academic year that you want assistance. Each academic year begins in the fall and ends in the summer.

STATE SCHOLARSHIPS

All state scholarship recipients must be S.C. residents at the time of high school graduation. Criteria and funding for these scholarships are subject to change. Although every effort is made to update FMU's Office of Financial Assistance website as changes occur, the most up-to-date information is available at www.che.sc.gov.

PALMETTO FELLOWS:

- Palmetto Fellows = \$6700 1st year, \$7500 2nd, 3rd & 4th years
- Application submitted to the Commission on Higher Education (CHE) during high school
- FMU notified of eligible recipients by CHE
- To renew scholarship:
 - Must earn 30 hours per year (Fall, Spring and Summer)
 - Must maintain a 3.0 cumulative FMU GPA

LIFE SCHOLARSHIP:

- LIFE = \$5000 per year
- No application is required for the LIFE Scholarship. Once accepted to FMU, transcript data will be evaluated for LIFE Scholarship eligibility.
- New freshmen must meet two of the following three requirements to be eligible for the LIFE Scholarship:
 - 3.0 high school GPA based on Uniform Grading Scale
 - Have a combined SAT Score (Critical Reading and Math) of 1100 or higher; or a 22 or higher ACT Score by June of the senior year of high school
 - Rank in top 30% of high school graduating class
 - Cannot be eligible for Palmetto Fellows.
- The chart below outlines the guidelines that must be met in order to renew LIFE Scholarship:

Life Scholarship Renewal Requirements			
First Term Attended	LIFE GPA*	Hours Needed	By End of Summer
Fall 2023	3.0	30	2024
	3.0	60	2025
	3.0	90	2026

*LIFE GPA can differ from your FMU cumulative GPA

HOPE SCHOLARSHIP:

- HOPE = \$2800 per year
- No application is required for the HOPE Scholarship. Once accepted to FMU, the high school transcript data will be evaluated for HOPE Scholarship eligibility.
- To be eligible for a HOPE Scholarship, a student must be a first-time freshman and have a 3.0 high school GPA based on Uniform Grading Scale.
 - Cannot be eligible for Palmetto Fellows or LIFE.
- The HOPE Scholarship does NOT renew. Students must gain eligibility for the LIFE Scholarship or they will be ineligible for state scholarship funds.

IMPORTANT!

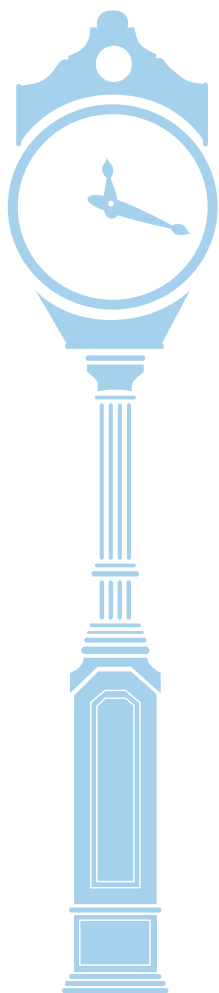
Initial awards are made upon tentative acceptance to FMU. Eligibility may change when final transcripts are received by FMU.

ENHANCEMENT SCHOLARSHIP:

- Enhancement = \$2500 per year (available 2nd, 3rd & 4th years only)
- Not available to 1st year students
- Must be Palmetto Fellows or LIFE eligible
- Must be enrolled in and making progress toward a math or science major approved by CHE. A list of approved majors are available on the CHE website.
- Must have earned 14 hours of CHE approved math and science courses by the end of the first year of college.
 - As of today, all math, computer science and science courses (biology, chemistry, physics and physical science) offered at FMU are approved by CHE to meet this requirement. This is subject to change.



STUDENT LIFE YOU BELONG HERE!



TIME TO LIVE IT UP!

Whether you live on campus or commute to class every day, you'll find many opportunities to grow your circle of friends and life experiences at Francis Marion.

There are 60+ student organizations, fraternities and sororities students can be a part of, in addition to a variety of annual festivals and special events such as:

- Welcome Week, concluding with First Friday festival
- FM A'Glow
- Intramural Athletics
- FMU's Got Talent
- Student-driven Homecoming Events
- Ms. FMU
- Arts International
- Summer Sendoff Party

Visit www.fmarion.edu/studentlife for more information on intramurals, academic and leadership clubs, and greek life.





STUDENT LIFE PREMIERE EVENTS

FIRST FRIDAY FESTIVAL

Games, carnival rides, giveaways, live music, and more.

STUDENT ACTIVITY FAIR

A great way to learn more about the 60+ organizations and groups to join at FMU, and the countless ways to be involved!

FM A'GLOW

An illuminated campus-wide event in celebration of Halloween and the fall season.

CAB AFTER DARK

CAB After Dark is a series of events that are open to all students throughout the academic year. Past activities have included themes for painting, board games, dances, casino nights, and more!

FMU'S GOT TALENT

FMU's Got Talent has become an annual event, where students show off their best talents and skills. Come check out all of the talent within the FMU community!

CARN-EVIL HALLOWEEN PARTY

FMU's spookiest gathering for FMU students. Past Carn-Evils have included a dance party and escape rooms.

STUDENT LIFE OFFICE (843) 661-1182





RESIDENCE LIFE HOUSING FAQs

HOW DO YOU APPLY FOR ON-CAMPUS HOUSING?

Information about on-campus housing may be found in your acceptance packet. This information may also be found at fmarion.edu/housing

HOW MUCH IS ON-CAMPUS HOUSING?

For information regarding on-campus housing costs, please visit the fees and expenses portion of our website.

CAN ROOMMATE REQUESTS BE MADE?

Yes, you may request a specific roommate on the housing application. In order for it to be considered, both you and your desired roommate will have to request to be roommates. The Housing Office will do its best to accommodate specific roommate requests, although it cannot guarantee that a request will be honored.

WHAT OPTIONS ARE THERE FOR ON-CAMPUS HOUSING?

FMU offers several options when it comes to on-campus housing including residence halls, the Village Apartments, and the Forest Villas. New freshmen and those with fewer than 24 hours of college credit live in the residence halls. The apartments and villas are reserved for upperclassmen.

WHAT ARE THE BENEFITS TO LIVING ON-CAMPUS?

There are many benefits to living on campus. Some of these benefits include proximity to classes and academic resources, as well as financial considerations. You will not have the added concern of having to pay a monthly rent bill or utility fees. It also provides you with a better chance to get involved on campus and become a part of the campus community.

WHAT ARE THE DINING OPTIONS ON-CAMPUS?

There are several meal plan options available to students who live on and off campus.

Students may dine at:

Ervin Dining Hall

GrilleWorks

Cauthen Cafe – Proudly Serving Starbucks™ Coffee!

P.O.D. Market

For more information, go to:

fmarion.campusdish.com

STUDENT HOUSING OFFICE
(843) 661-1330

DON'T FORGET!

Don't forget to complete
your housing application!

THE HOUSING AND RESIDENCE LIFE

The Housing and Residence Life program promotes academic success by providing modern, attractive facilities in a safe environment. A residence hall or university apartment is more than just a place for sleeping and storing books. It becomes the student's home, the place they will spend most of their time studying, socializing, and living.

There are several options available
to students who live on campus:



RESIDENCE HALLS

While all full-time FMU students are eligible to live in the Residence Halls, these buildings are designed to meet the needs of freshmen and sophomore students. Every residence hall floor is secured by an electronic "Intelli-Key" built into FMU student IDs, which allows only residents of that floor to enter. A Resident Assistant is assigned to every floor to serve as a resource for students, providing information, oversight and activities for the residents.



THE VILLAGE APARTMENTS

The complex consists of 12 two-story apartment buildings accommodating 386 residents. Residing in the Village Apartments provides upperclassmen a higher level of independence and less oversight than the residence halls. As students successfully progress through their college career, they may choose campus apartment living.



THE FOREST VILLAS

The Forest Villas are designed for our upperclassmen and graduate students. Assignments to The Forest Villas are made with priority order given to graduate students, seniors, juniors and sophomores. Primarily made up of four-bedroom apartments, the apartment suites contain a shared kitchen with appliances, adjoining living room and two full bathrooms. Campus housing options come furnished with a bed, dresser

RESOURCES AT FRANCIS MARION



COLLEGE... IT'S A BIG STEP.

WE ARE HERE TO HELP!

Francis Marion University Center for Academic Success & Advisement (CASA) offers a range of free support services to students. Under the CASA roof, students will find everything from academic counseling to tutoring to advice on jobs and careers.

CASA's resources and services are available to each and every student on campus. Some will want to see tutors or advisors on a regular basis; others will just drop in from time to time, as the need arises. No matter the need, CASA's doors are open.

CENTER FOR ACADEMIC SUCCESS & ADVISEMENT

Founders Hall, Room 220 • (843) 661-1400

The Center for Academic Success and Advisement (CASA) offers students a one-stop resource for assistance with advising questions, academic support, and career services.

CASA is home to Advisement, the Career Center, the Tutoring Center, and the Writing Center (located downstairs in FH 114-C. CASA provides a variety of services designed to help students thrive during their experience at Francis Marion University.

CASA also works in conjunction with University Life 100: First-Year Seminar, providing first-year students with valuable information to help them become acquainted with the university, build connections on campus, learn about strategies for being successful students, and make the most of their time at FMU.

CASA is also home to the Patriot Mentor program, a staff of undergraduate peer mentors who work with new students in

First-Year Seminar courses.

All of these resources provide students with a network of knowledgeable and friendly professionals who can help with questions they may have while at the university.

CASA advisors work closely with first-year students to ease the transition from high school to university life. The friendly and knowledgeable advising team assists first-year students in navigating the university, choosing majors, finding career paths, selecting courses, and exercising habits that lead to academic success. CASA advisors are dedicated to supporting students and connecting them to resources that will help them be successful during their academic careers at FMU.

CASA advisors also provide academic counseling for probationary students and answer general questions for students about course registration, majors and minors, study skills, time management, career guidance, and more.

CAREER CENTER

Founders Hall, Room 220 • (843) 661-1676

The Career Center, located in CASA, provides a comprehensive, educational approach to career development and preparation. Career services and programs are available for all FMU students and alumni.

Students are encouraged to begin using the Career Centers Office during their first year of enrollment. Staff members are available to meet with students exploring their skills and interests as they decide upon their majors and plans for specific career fields.

The Career Center also provides links for students pursuing employment opportunities through employer visits and a resume referral service available to students and alumni. Career guidance workshops allow students to explore occupations, research employers, and develop the skills needed to conduct successful job searches. Mock interviews are also available for student job seekers.

The Career Center also holds a job fair each fall and spring semester, connecting students and alumni with a variety of employers. Full-time, part-time, and summer job and internships for on-campus and off-campus positions are regularly posted outside the Career Center (FH 220) and on its social media pages. The Career Center staff also offers information sessions and one-on-one meetings for students considering graduate or pre-professional programs of study.

CAMPUS TECHNOLOGY

Stanton Academic Computer Center • (843) 661-1335

Campus Technology oversees the computer labs across campus, provides students with an FMU email account, offers a help desk to assist with computer or network issues, and provides networked dorms and wireless hot spots across campus.

COUNSELING & TESTING

Hope Health Building • (843) 661-1840

The Counseling and Testing Center offers personal counseling, disability accommodations, and testing services.

TUTORING CENTER

Founders Hall, Room 220 • (843) 661-1675

The FMU Tutoring Center provides all students with learning assistance for a variety of subjects, including math, sciences, social sciences, and humanities courses. Located in CASA, the Tutoring Center is staffed by faculty members and trained peer tutors. Students are welcome to meet with tutors to review course content, practice problem-solving skills, and discuss study strategies.

LIBRARY SERVICES

Rogers Library • (843) 661-1300

The library offers a variety of web-based databases and catalogs, over 10 million book volumes, and twenty individual group and study rooms. Wireless internet as well as a computer lab is provided in the library.

MEDIA SERVICES

**Cauthen Educational Media Center,
Room 101 • (843) 661-1250**

The Media Center includes a computer lab and other related resources for students.

RECREATIONAL FACILITIES

Smith University Center • (843) 661-1180

The Smith University Center houses a number of campus offices as well as recreational facilities including a gymnasium with four practice basketball courts, four racquetball/handball courts, game area (pool tables, ping-pong tables, and foosball), fitness room with weights and exercise machines, locker rooms, and much more.

STUDENT HEALTH SERVICES

**University Center • 2nd Floor, Room 217 • (843) 661-1844
Nurse Practitioner**

Student Health Services provides healthcare, health education, and referral services to students when needed.

No fees are charged for on-campus services; however, modest fees are charged for off-site laboratory testing. Fees for referral provider visits are the responsibility of the student receiving care.

WRITING CENTER

Founders Hall, Room 114C • (843) 661-1528

The FMU Writing Center is available to help all students improve their writing abilities and acquire the skills needed to succeed at writing tasks in academic and professional communities. English Department faculty consultants and trained student consultants provide one-on-one assistance on a wide range of writing tasks and projects, including research papers for all disciplines, literary analyses, creative writing, lab reports, resumes, business letters, and graduate school applications. Students are invited to meet with a consultant at any stage of the writing process for guidance.



PATRIOT PORTAL

The path to becoming an FMU student and a member of the Patriot community starts with the Patriot Portal.

The Patriot Portal is a cloud-based space that provides secure access to important information for students, faculty and staff at Francis Marion University. The information available to each user is specific to that user. Faculty and staff will use the Portal to complete a number of tasks related to the business of the university, and to access information related to their employment.

For FMU students, the Patriot Portal provides you with access to information about financial aid, class registration, housing, links to commonly used FMU webpages, and much more. Additional information, specific to you, will arrive through announcements and notices of coming events.

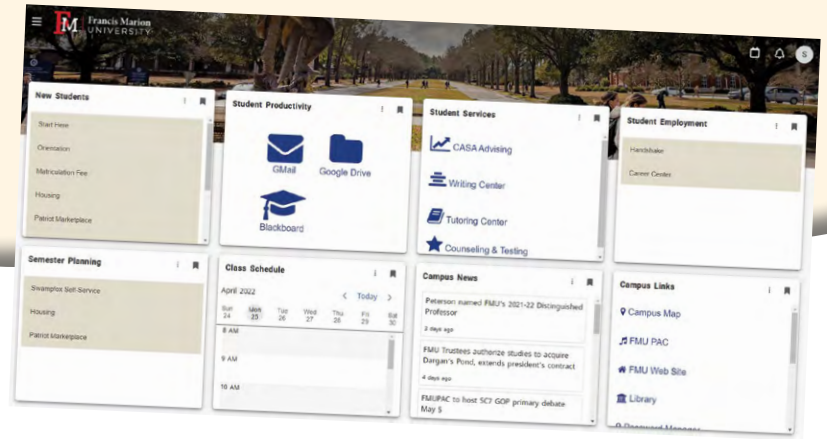
Students gain access to the Patriot Portal by using the existing username and password associated with their FMU g-mail account.

For security's sake, initial access to the Patriot Portal is a two-step process. Once complete, students can access both their FMU g-mail account and the Patriot Portal using the same username and password.

CREATING A PASSWORD FOR YOUR ACCOUNT

Create a password for your FMU g-mail account. An FMU g-mail address has been created for you.

- Go to the FMU Password Manager at <https://www.fmarion.edu/create-student-password/>
- Enter your FMU g-mail user name & temporary password.
- Username Example: frank.fox or ffox1234
(Do not include "@g.fmarion.edu")



- Temporary Password Example: fmu + the last five of your social security number:
ex. fmu56789
- Under Account Recovery select "View Details" and set up two Challenge Questions.
- Next under Change Password, select "View Details" and create your new password.
- Must have a minimum of 8 characters.
- Must contain lower case letters
- Must contain at least one upper case character
- Must contain at least one number.
- Must contain at least one special character (e.g. @#\$%)
- Once your password is complete and confirmed, proceed to the Portal and enter your credentials.

For more information see

<https://www.fmarion.edu/campustech/passwordmanager/>

ACCESSING THE PATRIOT PORTAL

On any web browser, on any device connected to the Internet, go to the following link: <https://patriotportal.ec.fmarion.edu>
(Note: A link to the Patriot Portal is also available on the FMU website: www.fmarion.edu)

- Choose FMU Student.
- Log-in to the Patriot Portal using the username and password created in the step above.
- Users leaving the Portal after a session should log-out completely. To do this, click on the user name in the upper right hand corner of the browser and select "Sign out." After completing this step, close the browser to complete the logout process.

PATRIOT PORTAL HELP!

For help using or logging into the Portal, contact the Admissions Office at (843) 661-1231.

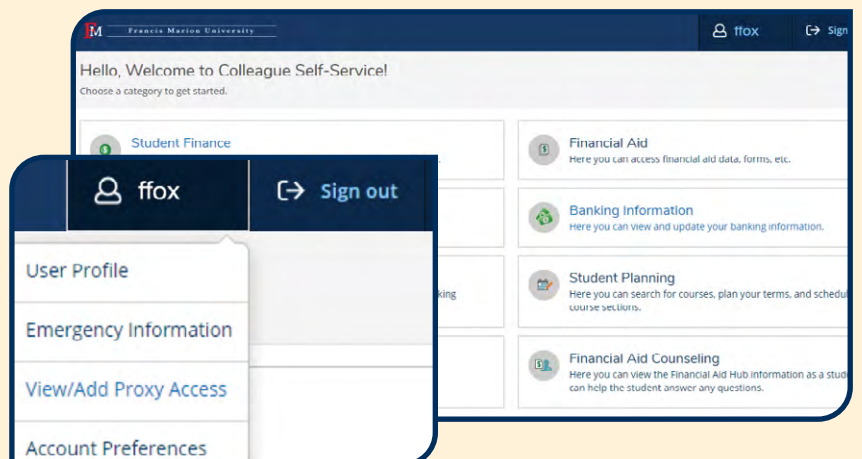
AUTHORIZING PROXY WITHIN PATRIOT PORTAL

Students have the option to assign proxy within the Patriot Portal. The proxy acts as a designated individual with permission to view portal information, make changes, or perform university business transactions on behalf of the student. The user role of the proxy is defined by the student.

NAVIGATING PROXY

Enter Colleague Self-Service within the Patriot Portal:
<https://colss-prod.ec.fmarion.edu/Student/>

1. Click on Profile Image located next to username
2. After clicking, a dropdown menu will appear.
3. Click "View/Add Proxy Access" from the drop down menu



HOW TO ADD A PROXY TO YOUR ACCOUNT

QUESTIONS?

Contact us,
we'd love to help!

**Office of
Admissions**
admissions@fmarion.edu
843-661-1231

Students may add more than one proxy. Each proxy member needs to be added using the View/Add Proxy routine. Students may also edit active proxy details upon clicking on the proxy name.

1 Under the Select a Proxy header, click on the dropdown box, and select “add another user”.

View/Add Proxy Access

This page provides the ability to view existing proxy access that you've previously granted as well as add proxy access to additional people. Proxy access grants another person, such as a parent or guardian, the ability to view the information you approve.

Active Proxies

You do not have any designated proxies. Add one now to allow another self-service user to view or edit your account.

Add a Proxy

Please enter the information for the proxy that you wish to add.

Select a Proxy

Please Select

2 Enter the profile information for your proxy.

Add a Proxy

Please enter the information for the proxy that you wish to add.

Select a Proxy

Please Select

Add Another User

3 Define the access by choosing to allow “complete access” or “select access”

Add a Proxy

Please enter the information for the proxy that you wish to add.

Select a Proxy

Add Another User

First Name*	Middle Name*	Last Name*
First Name	Middle Name	Last Name
Suffix	Former Last Name	Email Address*
Please Select	Former Last Name	Email Address
Confirm Email Address*	Phone	Birth Date*
Email Address	Phone	M/d/yyyy
Relationship*		
Please Select		

4 If choosing “allow select access” activate the desired permissions by clicking the access statement for each functional area. A blue check mark will appear on selected statement.

☐ Allow Complete Access

☒ Allow Select Access

<input type="checkbox"/> Student Finance <i>i</i>	<input type="checkbox"/> Financial Aid <i>i</i>
<input type="checkbox"/> Account Activity	<input type="checkbox"/> Award Letter
<input type="checkbox"/> Account Summary	<input type="checkbox"/> Financial Aid Home
<input type="checkbox"/> Make a Payment	<input type="checkbox"/> My Awards
	<input type="checkbox"/> FA Outside Awards
	<input type="checkbox"/> Required Documents
	<input type="checkbox"/> Satisfactory Academic Progress
	<input type="checkbox"/> Federal Shopping Sheet

5 To finalize the addition of the proxy user, respond to the Disclosure Agreement and click submit.

Disclosure Agreement

The Family Educational Rights and Privacy Act (FERPA) secures the privacy of the educational records of an individual. The University may release information contained in the University Directory without the consent of the student, unless the student has notified the University in advance that such information is not to be released. But, general, information not contained in the Directory can only be released with the content of the student. However, you may designate another person, called a proxy, who has permission to access parts of your educational record for purposes of convenience. This consent is necessary to comply with FERPA. By authorizing individuals to view your portal, the proxy will be able to view the information that you specified above.

By designating a proxy, you waive any rights under FERPA regarding these areas, but maintain all other rights under the FERPA guidelines.

☐ I authorize the institution to disclose my information to this party

Cancel Submit

NOTES AND

TO DO LIST

[illegible][illegible]

Francis Marion University CAMPUS MAP

FMU MAIN CAMPUS

1. Stokes Administration Building (SAB)
2. Honors Center (HC)
3. Cauthen Educational Media Center (CEMC)
4. Founders Hall (FH)
5. Lee Nursing Building (LNB)
6. Chapman Auditorium
7. McNair Science Building (MSB)
8. Leatherman Science Building (LSF)
9. Smith University Center (UC)
10. Rogers Library (RL)
11. Campus Police
12. Hyman Fine Arts Center (HFAC)
13. The Grille
14. Outdoor Pool
15. Print Shop
16. Stanton Academic Computer Center (ACC)
17. The Cottage
18. Wallace House
19. The Village Apartments
20. Marion State, Palmetto, and Swamp
21. Fox Residence Halls
22. Ervin Dining Hall
23. Belle Isle, Snow Island, and Ellen C. Watson Residence Halls
24. Heyward Community Center
25. Forest Villas Apartments
26. Observatory
27. Richardson Center for the Child (RCC)
28. Pee Dee Education Center
29. Kassab Tennis Courts
30. Baptist Collegiate Ministry (BCM)
31. Griffin Athletic Complex
32. Softball Field
33. Sparrow Stadium
34. Field House
35. Hartzler Soccer Field



FMU
ORIENTATION OFFICE

FMARION.EDU/ORIENTATION

(843) 661-1288