



**TEAM**

**FALL 2018**

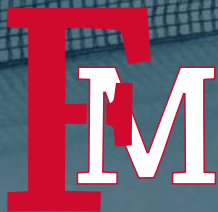
**PRE-ORIENTATION BOOKLET**  
**FRANCIS MARION UNIVERSITY**



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Can't seem to find what your looking for? Contact us!



Office of Orientation  
Francis Marion University  
PO Box 100547  
Florence, SC 29502  
[www.fmarion.edu/orientation](http://www.fmarion.edu/orientation)  
843-661-1288

# CONGRATULATIONS ON YOUR ACCEPTANCE TO FRANCIS MARION UNIVERSITY!

We are excited to have you join us for the Fall 2018 semester. This booklet is meant to serve as a helpful guide as you prepare for Orientation and your first semester at FMU.

The purpose of New Student Orientation at Francis Marion University is to ensure that new undergraduate students have a successful transition and integration into college life. The program promotes discussion among parents, new students, continuing students, and faculty and staff on the expectations and perceptions of the campus community.

By attending Orientation you will:

- Complete a class schedule in your chosen major.
- Have a comprehensive academic advising session.
- Gain more knowledge of student support services, campus life at FMU, and the robust Francis Marion academic experience.
- Gain a better understanding of the personal and financial responsibilities of attending college.
- Reduce anxiety about the transition to collegiate life.
- Understand the necessity of taking ownership and academic responsibility in your educational process.
- Begin to embrace Francis Marion's traditions and experience the Francis Marion family.



# BEFORE ARRIVING AT ORIENTATION, THERE ARE SEVERAL THINGS WE NEED FOR YOU TO COMPLETE.

- Pay the \$126.00 Matriculation Fee\* - This fee lets us know that you plan to enroll at FMU. It is non-refundable after May 1. **This fee must be paid prior to attending an Orientation session.** The Matriculation fee can be paid by calling the Cashier's Office at 843-661-1596 or online in your Patriot Portal account.
- [Register for Orientation](#) - Attending an orientation session is a requirement for all new students. You can register for Orientation by calling 843-661-1288 or by emailing [orientation@fmarion.edu](mailto:orientation@fmarion.edu).
  - June 11-June 12 (Mon.-Tues.) - Freshman Overnight
  - June 14 (Thurs.) - Transfer One-Day Orientation
  - June 25 (Mon.) - Freshman One-Day Orientation
  - July 9-July 10 (Mon.-Tues.) - Freshman Overnight
  - July 12 (Thurs.) - Transfer One-Day Orientation
  - July 26 (Thurs.) - Freshman One-Day Orientation
  - August 9 (Thurs.) - Freshman & Transfer Orientation
- Submit a [Housing Application](#) & Pay the \$173 Housing Fee\* - If you choose to live on campus, you will be sent a housing contract after your non-refundable deposit is received. The Housing Deposit can be paid by calling the Cashier's Office at 843-661-1596.
- Return your [Immunization Form](#) to the Office of Student Health.
- Return the [Citizenship Verification Form](#) to the Office of Admissions.
- Complete the [FAFSA](#) online to be considered for Financial Assistance.
- Send your Final 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.
- Overnight Orientation Participants - Complete waiver on page 18.

## - STUDENT CHECKLIST -

- COMPLETE THE FAFSA
- PAY THE MATRICULATION FEE
- REGISTER FOR ORIENTATION
- SUBMIT HOUSING APPLICATION
- PAY THE HOUSING DEPOSIT
- SEND FINAL HIGH SCHOOL TRANSCRIPT
- RETURN IMMUNIZATION FORM
- RETURN THE CITIZEN VERIFICATION FORM

# FIRST YEAR COMPOSITION

All students at Francis Marion must fulfill the university writing requirement by successfully completing our first-year composition sequence:

- ENG 101 or ENG 101E/101L
- ENG 102

Composition courses at FMU are capped at 15 students per section. This small class size allows for more teacher-student interaction, stronger writing communities, and engaged learning experiences – ones that we hope students will recall throughout their years at FMU.

## How do I know what composition course is right for me?

All incoming students should enroll in either ENG 101 (Analysis and Argument) or ENG 101E/101L (Analysis and Argument with Extended Studio) unless you have college credit from dual enrollment, AP credit, or transfer credit. If you select ENG 101E, then be sure to enroll in its corresponding ENG 101L studio counterpart. After successfully completing ENG 101 or ENG 101E/101L, students will enroll in ENG 102. Note that a grade of C or higher must be obtained in composition courses to satisfy graduation requirements.

## How do I decide between ENG 101 or ENG 101E/ENG 101L?

Students should consider the level of instructional support they prefer. To do so, follow these steps:

### What is the difference between ENG 101 and ENG 101E/ENG 101L?

While the two have the same goals, the main difference is the course structure. ENG 101E is an “extended” version of ENG 101 and is paired with a writing studio called ENG 101L (an elective studio/lab hour that is assessed on a Satisfactory or Unsatisfactory level). The goal of the ENG 101L studio is to offer students more time for writing practice, more assistance with writing, and more guidance with revision. This extra instructional time better prepares students for success in and beyond their composition courses.

1. Identify strengths and weaknesses with your writing abilities and reflect on whether or not the supplemental writing studio component would be beneficial.
2. Complete our [Directed Self-Placement \(DSP\)](#) questionnaire, which will encourage that reflection and will offer a course recommendation upon completion.

The DSP questionnaire’s course recommendation is a suggestion; ultimately, you should use the information you have gathered in this three-step process and decide on the course that best fits your needs. If you need help deciding, feel free to contact the English Department for assistance by calling 843-661-1371.

# A FEW THINGS TO KNOW BEFORE ORIENTATION

## What happens at Orientation?

During Orientation, you will meet many of the faculty, staff, and administrators at Francis Marion University. You will also meet with an advisor from the department of your major to be advised and registered. There will be opportunities to meet with other new students, as well as current students. In addition, you will learn about the different campus services, resources, and programs available.

## Is Orientation required?

Yes, every new freshman and transfer student must attend an orientation session. The only exception is for students in the RN-to-BSN program or second degree nursing, in which case the Nursing Department must be contacted at 843-661-1690 to register for courses.

## What are the options for Orientation?

There are specific Orientation dates for new freshmen and transfer students. We offer both two-day overnight as well as one-day freshman orientations. If you choose to attend an overnight orientation, you be required to stay in a residence hall. You will have the opportunity to participate in campus life games and activities meant to help you meet other new students. The two-day freshman orientation dates are June 11-12 and July 9-10. The one-day freshman orientations are June 23, and July 26. Orientation sessions for transfer students are offered June 14, July 12, and August 10. You may register for Orientation by calling 843-661-1288 or online at [fmarion.edu/orientation](http://fmarion.edu/orientation).

## When is class registration?

You will register for your classes during Orientation at which time you will meet with a faculty advisor within the department of your major to help you determine your classes.

## Can students with disabilities receive special accommodations?

Students with special needs who would like accommodations for Orientation may have arrangements made by calling the Office of Counseling and Testing at 843-661-1840. Please contact this office 14 days prior to the Orientation date.

## Is the matriculation fee required and what is it?

The \$126 matriculation fee is a mandatory fee\* required of all new students to Francis Marion University, and it must be paid prior to attending Orientation. The fee covers expenses related to your first-time enrollment at the University including admissions, orientation, and transcript evaluation.

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

## What items need to be brought to Orientation?

If you choose to attend an overnight orientation, you will need to bring the following items: twin-sized XL sheets, pillow, blanket, brush/hair dryer, towels, shampoo/other personal hygiene products, jacket, and umbrella. Please also bring any necessary medications and medical supplies.

Be sure to wear comfortable shoes as you will be walking to different areas on campus throughout Orientation.

Transfer and dual-credit students should bring a copy of transcripts from previous institutions. This will help in the advising and registration process.

# HOUSING AND DINING

## 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 on our [website](#).

## 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?

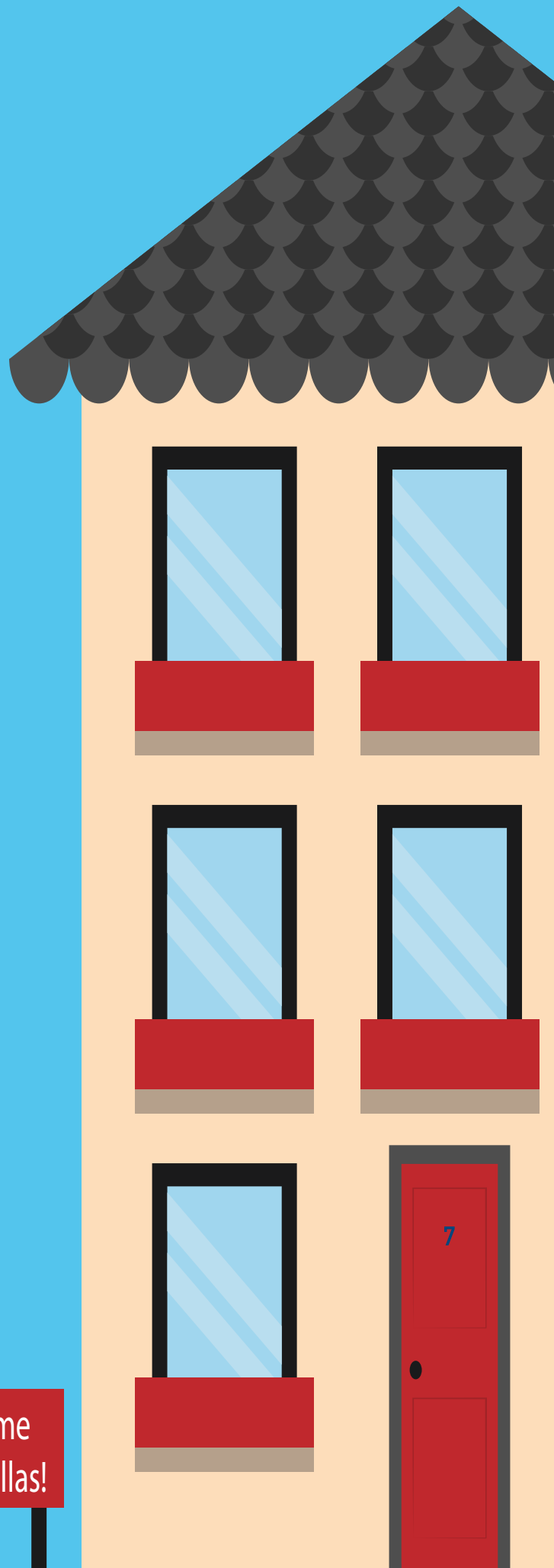
FMU offers several options when it comes to on-campus housing including residence halls, the Village Apartments, and the Forest Villas. New freshmen and those with less than 24 hours of college credit live in the residence halls. The apartments and villas are reserved for upperclassmen.

## 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](#), [The Grille](#), or in [Cauthen Café](#) which are all located on campus.



Welcome  
to the Villas!



# A FEW PRE-ORIENTATION Q'S

**What is financial aid?** Financial aid includes scholarships, grants, and loans. It is a way for you to receive assistance in paying for college. Some forms of financial aid such as loans must be paid back, while other forms such as scholarships and grants which do not have to be paid back.

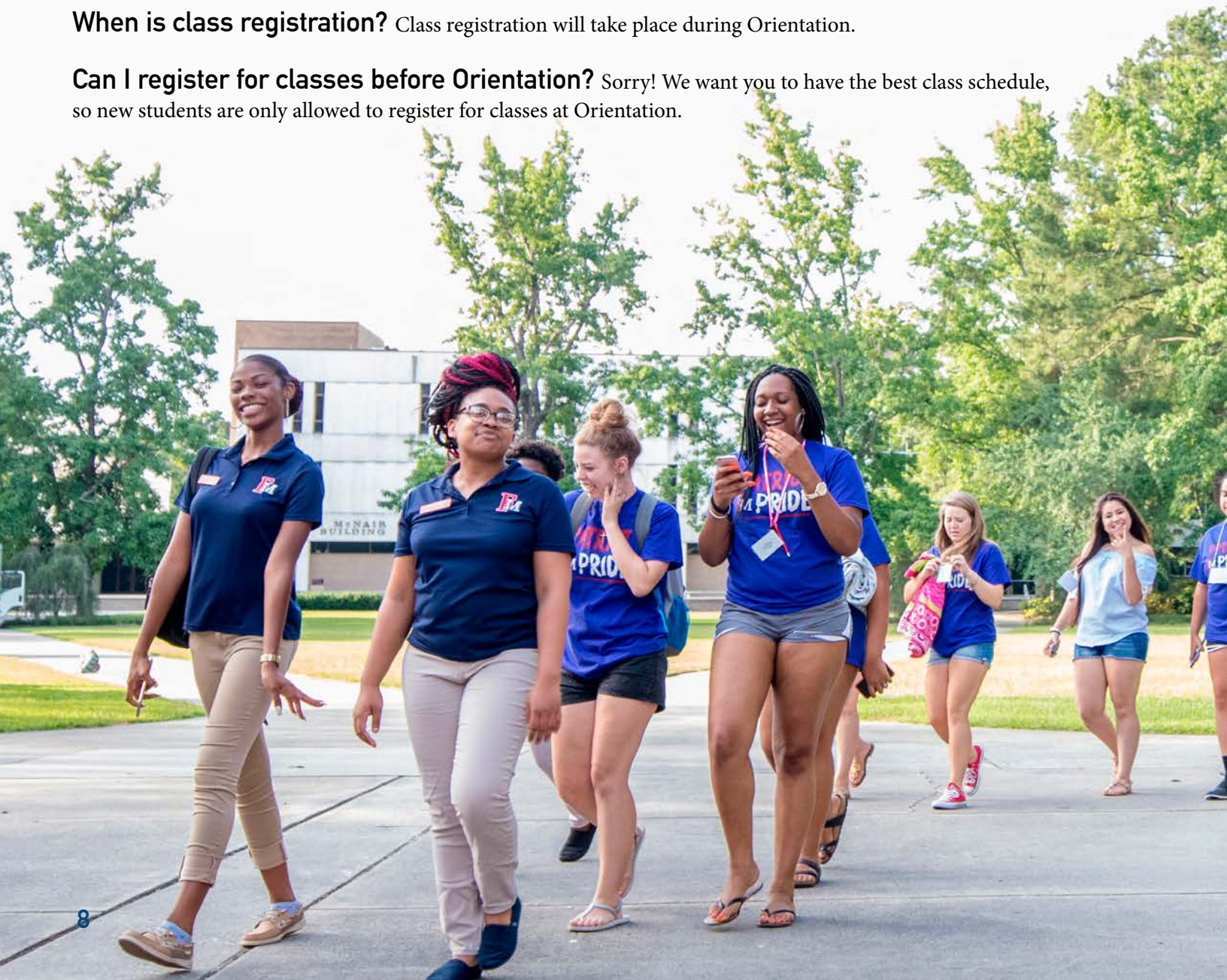
**How do I apply for financial aid?** To apply for financial aid, fill out the Free Application for Federal Student Aid or [FAFSA](#).

**How is financial aid status checked?** The status of any financial aid award as well as any additional information needed can be checked by visiting 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.

For FMU students, the Portal is a one-stop shop for all academic and informational needs, including registration, class schedules, financial awards and more. Students gain access to the Patriot Portal by following the instructions included in their acceptance package or online at [Portal 101](#). On any web browser or any device connected to the Internet, go to the following link: [www.patriotportal.ec.fmarion.edu](http://www.patriotportal.ec.fmarion.edu).

**When is class registration?** Class registration will take place during Orientation.

**Can I register for classes before Orientation?** Sorry! We want you to have the best class schedule, so new students are only allowed to register for classes at Orientation.





## What classes will transfer from a South Carolina Technical College?

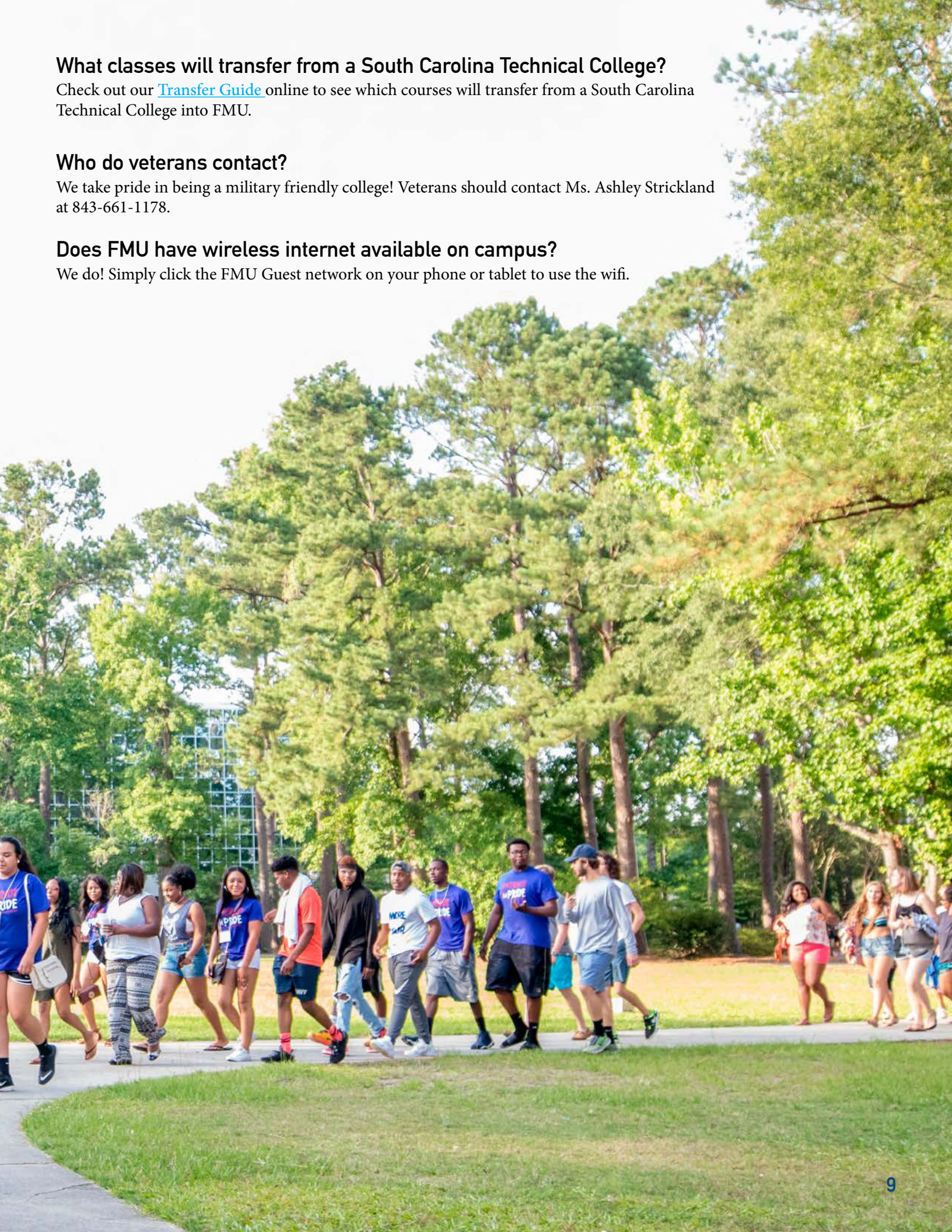
Check out our [Transfer Guide](#) online to see which courses will transfer from a South Carolina Technical College into FMU.

## Who do veterans contact?

We take pride in being a military friendly college! Veterans should contact Ms. Ashley Strickland at 843-661-1178.

## Does FMU have wireless internet available on campus?

We do! Simply click the FMU Guest network on your phone or tablet to use the wifi.





# College doesn't have to break the bank. At Francis Marion it won't.



## FINANCIAL ASSISTANCE

### 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 to determine the types of assistance for which you qualify. It is highly recommended that you and your parent(s) apply for a FSA ID before completing your FAFSA. FMU's Title IV School Code is 009226.

FAFSA allows you to enter the FAFSA information into the program and transmit the information directly to the U.S. Department of Education. You and your parents will sign the FAFSA with the FSA ID. If you or your parent do not have a FSA ID, save your FAFSA and complete the FSA ID application. Once you and your parents receive your FSA ID, go back into your saved FAFSA and sign with the FSA IDs. Signing with FSA IDs saves 2 – 3 weeks processing time.

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. For example, the 2016-2017 FAFSA are for the Fall 2016, Spring 2017 and Summer 2017 terms at Francis Marion University.

### What happens after the FAFSA is completed?

Once the FAFSA is completed online and signed with a Personal Identification Number (PIN), you should receive an email from the U.S. Department of Education within one week. The Office of Financial Assistance

will typically receive the results of the FAFSA within 7 business days. You will either receive a request for additional paperwork or an award notice within approximately 14 business days of submission of the online FAFSA. Return completed paperwork as quickly as possible to the Office of Financial Assistance.

If no information from the Department of Education or from the Office of Financial Assistance is received within the above-mentioned time frames, go to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or call 1-800-433-3243.

## Is Loan Entrance Counseling required?

If you are considering a loan at any point while attending FMU, you will need to complete loan entrance counseling\* online which is a Federal requirement. You will only need to complete this interview once while attending FMU.

*\*Loan Entrance Counseling is not an application for a loan and does not obligate students in any way to accept a loan.*

## Is there an application for the LIFE or HOPE scholarship?

No, there is not an application for these scholarships. If you are eligible for either the LIFE or HOPE scholarship, you will receive an award notice and certification form within 3-4 weeks after acceptance to the University. 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.

## How is financial aid applied to fees?

Once financial assistance has been awarded and all requirements have been met, financial assistance can be used to pay tuition and fees. If there is enough assistance to cover tuition and fees, assistance will automatically be applied to the student account. An email will be sent to you at your FMU Gmail account to confirm this transaction.

If there is not enough available assistance to pay all tuition and fees, you must pay the remaining balance out of personal funds. To help manage payments, you may sign-up for the [Semester Payment Plan](#). Once payment for the complete balance or the payment plan application and first payment are received, they will be applied to the account and posted on financial assistance. If paying the full balance, the [web payment page](#) may be used. The payment deadline for the Fall semester is August 7.

## What if there is not enough aid to cover fees?

Go to the [Financial Assistance](#) website and select Loan Information to see detailed instructions on what steps to take to cover fees.

## What is a Change Check?

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 check, you may sign-up for [direct deposit](#) into a checking or savings account.

## 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](http://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





# FINANCIAL ASSISTANCE

## 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 Pre-March 2016 SAT Score (Critical Reading and Math) of 1100 or higher; combined New SAT Score (Evidence Based Reading & Writing and Math) of 1160 or higher; or a 24 or higher ACT Score
    - 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.

| First Term Attended | LIFE GPA | Hours Needed | By the end of Summer |
|---------------------|----------|--------------|----------------------|
| Fall 2018           | 3.0      | 30           | 2019                 |
|                     | 3.0      | 60           | 2020                 |
|                     | 3.0      | 90           | 2021                 |

*\*LIFE GPA can differ from your FMU cumulative GPA*

**Important:** Initial awards made on tentative acceptance to FMU. When final transcripts are received by FMU, eligibility can change.

## 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 made on tentative acceptance to FMU. When final transcripts are received by FMU, eligibility can change.

## Enhancement Scholarship:

- Enhancement = \$2500 per year (available 2nd, 3rd & 4th years only)
  - Available for the 2nd, 3rd and 4th years of college;
  - 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.*





## Free Application For Federal Student Aid (FAFSA) for 2018-2019

- Go to Financial Assistance - [www.fmarion.edu/financialassistance](http://www.fmarion.edu/financialassistance)
- The following items will be needed to complete the FAFSA:
  - 2016 W-2 forms (parent and student)
  - 2016 Federal tax returns (parent and student)
  - Records of untaxed income such as TANF, Social Security, etc.
- Keep copies of all documents in a folder in case you are selected for verification.
- The FAFSA has to be completed each academic year. Rule of thumb: when you complete your taxes, file your FAFSA.

## Personal Identification Number (Pin)

- If a PIN from the [FMU](http://www.fmarion.edu) website has not been requested, go to [Financial Assistance](http://www.fmarion.edu/financialassistance) to select one.
- PINs are used in place of signatures on FAFSAs, promissory notes, etc.
- Using PINs in place of signatures reduces the processing of the FAFSA by as much as 3 – 4 weeks!

## IMPORTANT WEBSITES

- Commission on Higher Education - [www.che.sc.gov](http://www.che.sc.gov) - information about state scholarships
- Francis Marion University - [www.fmarion.edu](http://www.fmarion.edu):
  - Check the status of FMU financial assistance application in the Patriot Portal
  - Determine what follow-up is needed to complete the FMU FA file
  - Print FA forms needed to complete the FMU FA file
  - View award amounts
  - Complete online Loan Entrance Counseling (approximate time: 5 minutes)
  - Apply for a Parent PLUS loan (approximate time: 5 – 10 minutes)
  - Monitor the Satisfactory Academic Progress information
  - Request PINs to replace student and parent signatures
  - Complete FAFSA







RESIDENCE HALL



VILLAGE APARTMENTS



FOREST VILLAS

# LIVING ON CAMPUS

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.

Benefits to living on campus:

- You are close to major campus academic resources such as the Tutoring Center and Writing Center so you may seek assistance when needed.
- You don’t have to worry about making monthly payments for utilities and rent.
- You may become easily involved in on-campus activities, clubs, and organizations, which are an important part of the college experience.

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 Hall Complexes, these buildings are designed to meet the needs of freshmen and sophomore students. Every residence hall floor is secured by an electronic “Intelli-Key”, 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 upper-class students a higher level of independence and less oversight than the residence halls. As you successfully progress through your college career you may choose campus apartment living.

## The Forest Villas

While all full-time FMU Students are eligible to live in the Residence Hall Complexes, the Forest Villas are designed for our graduate and upper-class students. Assignments to The Forest Villas are made with priority order given to graduate students, seniors, juniors and sophomores.

To learn more about on campus housing, go to the [website](#). The Housing [application](#) is located on page 19. For questions, call the Housing Office at 843-661-1330.

HOUSING **FM**

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Don't forget to complete your housing application!



**WELCOME FUTURE PATRIOTS! START YOUR JOURNEY HERE** ▶

|   |   |  |   |  |  |   |
|---|---|--|---|--|--|---|
| <br>CALENDAR | <br>REGISTER FOR CLASSES | <br>FINANCIAL AID | <br>PAY FEES | <br>BLACKBOARD | <br>DIRECTORY | <br>COURSE CATALOG |
|---|---|--|---|--|--|---|

# THE PATRIOT PORTAL

### Introducing the Patriot Portal at FMU

The Patriot Portal, 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 Portal is a one-stop shop for all academic and informational needs, including registration, class schedules, financial awards and more.

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

### Accessing the Patriot Portal

On any web browser, on any device connected to the Internet, go to the following link:  
[www.patriotportal.ec.fmarion.edu](http://www.patriotportal.ec.fmarion.edu)

Choose FMU Student.

Log-in to the Patriot Portal using the username and password you use for FMU G-mail account.

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.

### Using the Portal - Students

The Patriot Portal provides users with access to information about financial aid, class registration, housing; links to commonly used FMU websites; and much more.

Vital materials and access to information necessary for students is included in the suite of buttons at the top of the page, including links to register for classes, access financial aid information and pay university fees.

Additional information, specific to each Portal user, will arrive through announcements and notices of coming events.

The Patriot Portal also offers users an opportunity to personalize their site.

### Patriot Portal Help!

For help obtaining FMU student credentials or logging in to the Portal, contact the FMU Technology Help Line at 843.661.1111. For help with class registration, contact your advisor.

For step-by-step instructions, go to [www.fmarion.edu/portal101](http://www.fmarion.edu/portal101)

# ACADEMIC CALENDAR

## FALL 2018

|                  |  |
|------------------|--|
| Aug. 7           | Final day for pre-registered students to pay Fall fees |
| Aug. 18          | Housing opens for NEW students (8am-2pm check-in)      |
| Aug. 19          | Housing opens for RETURNING students                   |
| Aug. 20          | Registration for new and continuing students           |
| Aug. 20          | Fall classes begin at 4:30 p.m. (Evening classes only) |
| Aug. 21          | All other classes begin                                |
| Sept. 3          | Labor Day - University closed                          |
| Oct. 24 - Nov. 2 | Advising and Pre-registration for Spring Begins        |
| Nov. 5 - 6       | Fall Break - no classes                                |
| Nov. 22-23       | Thanksgiving Holiday - University closed               |
| Dec. 3           | Fall classes end                                       |
| Dec. 4           | Reading Day  |
| Dec. 5 - 11      | EXAMS  |
| Dec. 15          | Commencement   |

## SPRING 2019

|                   |                             |
|-------------------|-----------------------------|
| Jan. 7            | Housing Opens               |
| Jan. 8            | Registration                |
| Jan. 9            | Classes Begin               |
| Jan. 15           | MLK Day - University Closed |
| Mar. 19 - 23      | Spring Break - no classes   |
| Mar. 28 - April 6 | Advising Begins             |
| Apr. 23           | Spring Classes End          |
| Apr. 24           | Reading Day                 |
| Apr. 25 - May 1   | EXAMS                       |
| May 5             | Commencement                |

To find out more about what's happening on campus, go to [www.fmarion.edu/calendar](http://www.fmarion.edu/calendar)



# IMPORTANT CAMPUS OFFICES

## Office of Admissions

843-661-1231 | [www.fmarion.edu/admissions](http://www.fmarion.edu/admissions)

Stokes Administration Building, Room 113

The Office of Admissions can answer questions regarding admissions.

## Office of Orientation

843-661-1288 | [www.fmarion.edu/orientation](http://www.fmarion.edu/orientation)

Stokes Administration Building, Room 116

The Office of Orientation can answer questions regarding Orientation.

## Office of Financial Assistance

843-661-1190 | [www.fmarion.edu/financialassistance](http://www.fmarion.edu/financialassistance)

Stokes Administration Building, Room 117

The Office of Financial Assistance can answer questions regarding the FAFSA application and the aid that has been awarded including grants, scholarships, and loans.

## Cashier's Office

843-661-1596 | [www.fmarion.edu/accounting/students](http://www.fmarion.edu/accounting/students)

Stokes Administration Building, Room 104

Housing and Matriculation fees can be paid in the Cashier's Office. Payments can also be made online or by mail.

## Office of the Registrar

843-661-1175 | [www.fmarion.edu/registrar](http://www.fmarion.edu/registrar)

Stokes Administration Building, Room 118

The Registrar's Office can answer questions regarding transfer credits from other institutions. Official transcripts must be received before credit can be given for courses. To check whether or not a class from one of the technical schools within South Carolina will transfer to FMU, please check the FMU Transfer Guide.

## Housing Office

843-661-1330 | [www.fmarion.edu/housing](http://www.fmarion.edu/housing)

Housing Office Building

The Housing Office can answer questions regarding residence life including residence hall and apartment assignments. Contact the Housing Office to sign up for University housing.





**FORMS  
YOU MIGHT  
NEED...**

# Overnight Orientation Waiver

## FRANCIS MARION UNIVERSITY

### Participation Agreement

#### READ CAREFULLY BEFORE SIGNING

The primary goal of Overnight Orientation is to introduce you to Francis Marion University (FMU), assist with the fall class enrollment process, and prepare you for your life at FMU. Therefore, all programs and meetings are mandatory unless you are otherwise informed by Orientation Staff. Failure to attend scheduled meetings may jeopardize your ability to register for classes. But most importantly, failure to fully participate as instructed will jeopardize your ability to learn about your exciting new life at a FMU.

While participating in the orientation program, you are considered an FMU student. Therefore, you are expected to abide by all terms of the Student Handbook, including the code of student conduct, and all FMU policies. The code of student conduct can be found in the Student Handbook on the FMU website ([www.fmarion.edu](http://www.fmarion.edu)) or by visiting the Student Affairs Office. If you have trouble locating the Student Handbook, ask any FMU personnel and they will be glad to assist you.

In addition to the terms of general FMU policies, the code of student conduct, and all terms in the Student Handbook, orientation participants agree to abide by the following terms:

- You are required to remain on campus throughout the entirety of the Overnight Orientation program.
- You are required to stay in your assigned room in the residence hall.

Students who engage in violations of FMU policies, the code of student conduct, the Student Handbook, or the terms set forth above will be required to leave the program (no refunds will be granted) and resolve disciplinary charges for such violations with the Orientation Office prior to being able to register for courses for the fall semester.

In signing this document I hereby acknowledge that I have read this entire document, that I understand its terms, that I am at least eighteen (18) years of age, that by signing it I am giving up substantial legal rights I might otherwise have, and that I have signed it knowingly and voluntarily.

Signature\_\_\_\_\_

Name\_\_\_\_\_

Date\_\_\_\_\_

Participant 18 years of age or older (Print First and Last Name)

**If the participant is under 18 years of age, BOTH the participant and the legal guardian must sign this form.**

Student Signature\_\_\_\_\_

Name\_\_\_\_\_

Date\_\_\_\_\_

Participant under 18 years of age (Print First and Last Name)

#### Emergency Contact Information

Student's Full Name: \_\_\_\_\_ Student ID# \_\_\_\_\_

Student Cell Phone # \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Street: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Day Telephone # \_\_\_\_\_ Evening Telephone # \_\_\_\_\_

**Return Waiver to:** Office of Orientation by scanning a signed copy and emailing it to [orientation@fmarion.edu](mailto:orientation@fmarion.edu) or mailing a signed copy to Office of Orientation, PO Box 100547, Florence, SC 29502

# ON-CAMPUS HOUSING APPLICATION

## Office of Housing & Residence Life

### Francis Marion University

For office use only

Paid \$ \_\_\_\_\_

Date: \_\_\_\_\_

To apply for on-campus housing, complete this application and enclose fees as indicated below. Fall/Spring applications: \$173.00 (non-refundable) for the application and reservation fees. You must apply and be accepted for admission to FMU before your application can be finalized.

#### CLASS STATUS and SEMESTER INFORMATION

Desired Entrance Year: \_\_\_\_\_

Desired Entrance Term:  Fall  Spring  Late Spring  Summer I  Summer II

Classification:  Freshman  Sophomore  Junior  Senior  
 Graduate Student  Patriot Pathway Program (requires eligibility)

#### PERSONAL INFORMATION

Name: \_\_\_\_\_ FMU Student ID Number: \_\_\_\_\_

Home Address: \_\_\_\_\_ Apt/Lot: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_ Country: \_\_\_\_\_

Email: \_\_\_\_\_ Gender:  Female  Male Date of Birth: \_\_\_\_\_

First time in college?  Yes  No Transfer Student:  Yes  No

Please list any medical conditions that require special housing conditions: \_\_\_\_\_

In case of emergency, who do you want notified?

Name \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_ Relationship to Student: \_\_\_\_\_

#### PARENT/LEGAL GUARDIAN CONTACT INFORMATION

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address (if different from above): \_\_\_\_\_

City, State & Zip: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

***This application is not a room assignment. Receipt of housing materials does not imply admission to Francis Marion University. Acceptance of application and fees does not guarantee an assignment. Assignment is contingent upon admission and date housing application is received. Early applications are encouraged. Housing and Residence Life policies and assignment information will be provide after the Reservation/Application fee has been paid.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Housing Assignment Preference Questionnaire Francis Marion University

For office use only

Date Received: \_\_\_\_\_

Assignment: \_\_\_\_\_

This questionnaire is part of the Housing Application. Your answers will be utilized in the roommate and room assignment process.

**Please clearly print or type your responses.**

Name: \_\_\_\_\_ FMU ID Number: \_\_\_\_\_

Student's Cell Number: \_\_\_\_\_ Gender:  Female  Male

## LIST REQUESTED ROOMMATES/SUITEMATES PREFERENCE

Roommate request must be mutual. **The priority deadline for roommate requests is June 15, requests made after that time will be granted upon availability.** Every effort will be made to accommodate requests, but requests cannot be guaranteed.

1. Name: \_\_\_\_\_

2. Name: \_\_\_\_\_

3. Name: \_\_\_\_\_

## HOUSING PREFERENCE INFORMATION

What is your intended major(s)? \_\_\_\_\_

Do you smoke?  Yes  No **Note: Francis Marion University is a smoke-free campus.**

Would you consider yourself more of a(n):

- Early bird (early to bed, early to rise)
- Night owl (stay up late, naps during the day)
- Moderate night owl (like to stay up late if I don't have to get up early)

When it comes to cleanliness, with which statement would you most closely identify?

- As long as I can find my bed, I'm fine.
- I generally keep my room pretty clean.
- There is a place for everything and everything should be in its place.

Which of the following best describes your study habits?

- I need a quiet place to study.
- I study late into the night.
- I can study with TV/music on.
- I would study at the library.

How often are you comfortable with having guests?

- Often
- Sometimes
- Rarely or never

What type of music do you listen to? Select all that apply.

- Alternative
- Country
- Pop
- Rock
- Classical
- Hip-Hop/Rap
- R&B
- Other: \_\_\_\_\_

Will you be playing a sport at FMU?  No  Yes What sport? \_\_\_\_\_

Do you wish to be assigned to Honors Housing? (Requires eligibility check)  Yes  No

Other considerations (hobbies, special interests, special requests, etc): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Return Application to:** Francis Marion University | Accounting/Cashier | PO Box 100547 | Florence, SC 29502 | 843-661-1330

# Matriculation Deposit Form

## FRANCIS MARION UNIVERSITY

STUDENT ID # \_\_\_\_\_

ENTRY TERM \_\_\_\_\_

LAST \_\_\_\_\_

FIRST \_\_\_\_\_

MIDDLE \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

TELEPHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

The matriculation deposit is required for all new freshmen and transfer students. This one-time \$126 fee reserves your place, confirms that you intend to enroll at Francis Marion University and covers the cost of attending Orientation. It is refundable until May 1st if you are planning to enter in the fall semester and until December 15th for the spring semester.

- Attached is my payment of \$126 by check/money order (payable to Francis Marion University).
- I have paid my deposit online (<http://www.fmarion.edu/accounting/students/>; a surcharge of \$1 is added to process online).
- I have called the Cashier's Office and paid my deposit over the phone using a credit or debit card (843-661-1596). My Receipt #: \_\_\_\_\_

# Citizen Verification Form

## FRANCIS MARION UNIVERSITY

The State of South Carolina requires public colleges to confirm the legal status of students who indicate U.S. citizenship. In most cases, providing a valid South Carolina driver's license number or state identification card will meet this standard. If you are from another state or do not have a South Carolina license or identification card *that was issued in 2010 or later*, please provide a copy of your Birth Certificate, Certificate of Naturalization or Permanent Resident Card for proof of citizenship:

- A copy of my South Carolina Driver's License/ID Card: \_\_\_\_\_  
NUMBER \_\_\_\_\_ EXPIRATION DATE \_\_\_\_\_
- A copy of my Birth Certificate, Certificate of Naturalization or Permanent Resident Card is enclosed.

**Return Application to:** Francis Marion University | Accounting/Cashier | PO Box 100547 | Florence, SC 29502 | 843-661-1330



# Housing Deposit Form

## FRANCIS MARION UNIVERSITY

---

STUDENT ID #

---

ENTRY TERM

---

LAST

FIRST

MIDDLE

---

ADDRESS

---

CITY

STATE

ZIP

---

TELEPHONE

---

EMAIL

The housing deposit is required for all students who are seeking to live on campus. This non-refundable \$173 fee includes a \$115 reservation fee and a \$58 application fee.

- Attached is my payment of \$173 by check/money order (payable to Francis Marion University).
- I have paid my deposit online.
- I called the Cashier's Office and paid my deposit over the phone using a credit or debit card (843-661-1596). My Receipt #: \_\_\_\_\_

*Francis Marion University offers equal opportunity in its employment, admission, and educational activities, in compliance with federally mandated civil rights legislation and corresponding State of South Carolina legislation. Francis Marion University adheres to the Americans with Disabilities Act and effort will be made to ensure that programs are accessible to individuals with disabilities.*