



TEAM

FALL 2019

PRE-ORIENTATION BOOKLET
FRANCIS MARION UNIVERSITY

HERE ARE A FEW THINGS WE NEED FOR YOU TO COMPLETE...

- Log into your Patriot Portal at fmarion.edu. See page 18 for instructions.
- 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. The Matriculation fee can be paid by calling the Cashier's Office at 843-661-1596 or online in your Patriot Portal account.
- Submit a Housing Application and 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. The housing application can be found at fmarion.edu/housing.
- Return your Immunization Form to the Office of Student Health
- Satisfy 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 Financial Assistance.
- In the Patriot Portal, review your financial aid award letter and accept available 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.
- Purchase your FMU parking decal online at the Patriot Marketplace which can be found in the Patriot Portal.

- STUDENT CHECKLIST -

- COMPLETE THE FAFSA
- PAY THE MATRICULATION FEE
- SUBMIT HOUSING APPLICATION
- PAY THE HOUSING DEPOSIT
- SEND FINAL TRANSCRIPTS
- RETURN IMMUNIZATION FORM
- PROOF OF CITIZENSHIP VERIFICATION
- REGISTER VEHICLE TO RECEIVE PARKING DECAL

LOOKING FOR...

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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
843-661-1288



To the newest members of 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 renown 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 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



Congrats!

on your acceptance to Francis Marion University

The purpose of New Student Orientation at Francis Marion University is to ensure that new FMU students have a successful transition and integration into college life. The program promotes discussion among parents, new students, continuing students, 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.
- Gain more knowledge of student support services and campus life.
- Gain a better understanding of the personal and financial responsibilities of attending college.
- 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!

WE ARE EXCITED TO WELCOME YOU INTO THE PATRIOT FAMILY!

– THE ORIENTATION LEADER TEAM –

WE'VE GONE MOBILE!

This Mobile Orientation Guide will provide you with the schedule, maps, FAQs, resources, contact information and the most up-to-date messaging for your orientation. It's important that you download it to have the best possible experience!

Simply go to the app provider in your smart phone and search for the Guidebook App. Once you've downloaded the Guidebook app, search for the "Francis Marion University Orientation" event.

Having trouble? Go to guidebook.com/g/fmuorientation2019 to download!

MAP

SCHEDULE

YOU'VE GOT AN
ORIENTATION MESSAGE!

FAQS

RESOURCES



NEW STUDENT INFO

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 Office of Career Development. In addition, you will have access to several computer labs on campus, the Cauthen Educational Media Center, and Rogers Library.

Financial Assistance

We know that applying for financial assistance can be stressful. The first step is to complete a Free Application for Federal Student Aid (FAFSA). Once the Office of Financial Assistance receives this, you will receive a letter notifying you of 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.

Registering for Classes

You will register for classes for the upcoming semester with an academic advisor during Orientation.

Campus Life

Francis Marion has an active, diverse student population that seeks to get the most out of the college experience. As a result, you have the option to participate in a large number of student organizations and events on campus. Student Organizations are open to both residential and commuter students.

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 and more.

Student Health

Student health is important to us. Located in the Education Foundation Building beside the Griffin Athletic Complex, the student health clinic and counseling center offer free services to FMU students. In addition, students have access to the pool and fitness center located in the University 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 bit.ly/TransferGuide18 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.

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. For more information, go to <http://bit.ly/FMUeng>.

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 questionnaire at <http://bit.ly/DSPfmu>, 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.



COLLEGE DOESN'T HAVE TO BREAK THE BANK...

At FMU, it won't. We're 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 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.

Net Price of Attendance*
South Carolina Universities

FMU	\$11,788
Lander	\$14,356
Winthrop	\$15,827
USC Aiken	\$15,956
USC Beaufort	\$15,982
Clemson	\$16,863
Coastal Carolina	\$17,184
College of Charleston	\$18,253
Citadel	\$19,229
USC	\$19,581
S.C. State	\$27,016



**America's 50 Most Affordable
Colleges and Universities**

FRANCIS MARION UNIVERSITY

2019

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 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 Patriot Portal. 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. The payment deadline for the Fall semester is August 7.

What if there is not enough aid to cover fees?

Go to www.fmarion.edu/financialassistance/loaninformation 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 paper check, you will sign-up for direct deposit into a checking or savings account. Direct Deposit forms can be found online at fmarion.edu/accounting

Free Application For Federal Student Aid (FAFSA) for 2019–2020

- Go to Financial Assistance
www.fmarion.edu/financialassistance
- The following items will be needed to complete the FAFSA:
 - 2017 W-2 forms (parent and student)
 - 2017 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 website has not been requested, go to [Financial Assistance](#) 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
Information about state scholarships

Francis Marion University
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

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

Important:

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

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.

LIFE SCHOLARSHIP RENEWAL REQUIREMENTS

First Term Attended	LIFE GPA	Hours Needed	By End of Summer
Fall 2019	3.0	30	2020
	3.0	60	2021
	3.0	90	2022

**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.

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,*



HOUSING **FM**

Don't forget to
complete your
Housing application!

RESIDENCE LIFE

To learn more about
on campus housing, go to
fmarion.edu/housing

Have questions?
Call the Housing Office
at 843-661-1330.

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 you successfully progress through your college career, you may choose campus apartment living.

The Forest Villas

The Forest Villas are designed for our graduate and upperclassmen. 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 and desk with chair.



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 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

**GrilleWorks
& Subway**

Cauthen Cafe

Proudly Serving Starbucks Coffee!

For more information, go to:
fmarion.campusdish.com

Getting Involved @FrancisMarionU

Getting involved on campus is a great way to meet and make new friends when you arrive at FMU. With over 60 student organizations to choose from, there's something for everyone. You can also start your own student organization!

Academic

Ars Medica Society
Art Club
Association of Computing Machinery (ACM)
Biology Club
American Chemical Society (ACS)
Honors Student Association
Math Club
Psychology Club
Psychology Graduate Student Association
Society of Physics Students
Sociology Club
Student Accounting Association
Student Alumni Association
Student Athlete Advisory Committee
Student Media Association
Student Nurses' Association

Special Interest

A. Bevy
Alive in Christ Student Ministries
American Marketing Association at FMU
Baptist Collegiate Ministry (BCM)
Campus Activities Board
Catholic Campus Ministries
Challenging All Norms and Expectations
College Democrats
Education Club
Fine Arts SPC
FMU Bass Fishing Team
FMU Collegiate Farm Bureau
FMU Diplomats
FMU Green Club
FMU Swim Club
FMU Young, Gifted and Blessed Choir
Gender-Sexuality Alliance
Habitat for Humanity
Health Occupation Students of America (HOSA)
IFC
Intramural Student Advisory Council
International Domestic Student Ambassadors
InterVarsity Christian Fellowship (InterVarsity)
Kinks, Curls, & Waves
NAACP
NPC
NPHC
NSSLHA
Praise in Motion
Pre-Vet Club
Quiz Bowl
Snow Island Review
South Carolina Student Legislature (SCSL)
Student Government Association
T.A.O.G.A.T.N.A.
Teaching Children of Poverty Scholars
The NOW Generation
The Patriot Players

Honor Organizations

Chi Alpha SigmaAthletic
Beta Beta BetaBiology
Beta Gamma Sigma.Business
Phi Beta Lambda.Business
Delta Sigma Pi. Business
UpsilonPiEpsilon.....ComputerScience
Kappa Delta Pi.Education
Sigma Tau Delta English
Sigma Delta Pi.Hispanic
Phi Alpha Theta.History
Phi Kappa Phi.....Interdisciplinary
Omicron Delta Kappa Leadership
Rho LambdaNPHC
Pi Sigma Alpha.....Political Science
Psi Chi.Psychology
Pi Gamma Mu.Social Science
Alpha Psi Omega Theatre

Greek Life

Sororities
Alpha Delta Pi
Alpha Kappa Alpha
Kappa Delta
Sigma Gamma Rho
Zeta Phi Beta

Fraternities

Alpha Phi Alpha
Iota Phi Theta
Kappa Alpha Order
Kappa Alpha Psi
Omega Psi Phi
Tau Kappa Epsilon
Zeta Tau Alpha

Students participate in BCM's MessFest, an annual "messy" tradition before exam week begins.


Campus Spotlight: Intramural Sports

The Campus Recreation Services Program at Francis Marion University is committed to promoting healthy lifestyles within the campus community. By offering various programs and services, the Campus Recreation Services Program is dedicated to providing safe, enjoyable, and educational activities for faculty, staff, and students. Involvement in Intramural Sports does not require a high degree of skill, knowledge, or physical fitness. Only a sincere desire to participate and have fun is necessary. Our goal is to provide every individual with the opportunity to participate and develop skills and interests in a friendly, competitive environment. The program offers all participants the chance to improve their health, relax from work and study, and the opportunity to meet new people and socialize with others.

Competitive sports range from basketball and flag football to table tennis and billiards.

Questions? Ready to get involved?

Contact Derrick Young
843.661.1186 | dyoung@fmarion.edu
University Center 214

 [FMU Intramurals](#)

 [@fmu_intramurals](#)





College...It's a BIG step. Most students think they're ready. But everyone can stand a little help.

That's why Francis Marion University created the Center for Academic Success & Advisement (CASA) several years ago. CASA is home to a range of free student support services. 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 Development Office, the Tutoring Center, as well as 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 Development Office

Founders Hall, Room 220 • 843-661-1676

The Career Development Office, 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 Development 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 Development Office 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 Development Office 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 ads and internships for on-campus and off-campus positions are regularly posted outside the Career Development Office (FH 220) and on Career Development's social media pages. The Career Development staff also offer 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

Education Foundation Building • 843-661-1840

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

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, Rm 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, an eight-lane varsity swimming pool with three diving boards, sauna, 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

Education Foundation Building • 843-661-1844

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.

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 (Founders Hall 220), 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.

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.

INTRODUCING THE PATRIOT PORTAL

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

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 Patriot Portal provides you with access to information about financial aid, class registration, housing; links to commonly used FMU websites; 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. Refer to the Orientation Advising Form in your folder for your FMU G-mail address (example: john.smith@g.fmarion.edu)

- Go to the FMU Password Manager at <http://bit.ly/FMUPassword>
- Enter your FMU G-Mail user name (example: frank.fox). Note: Do not include "@g.fmarion.edu" for user name
- Follow the prompts, which will include answering a few personal questions to assist with validation
- Create a password, using FMU's rules for creating strong passwords:
 - 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.

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

(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.

The screenshot shows the Patriot Portal interface for a student user named Frank Fox. The page features a navigation menu with options like 'Home', 'Calendar', 'Register for Classes', 'Financial Aid', 'Blackboard Directory', and 'Course Catalog'. A 'Registration Central' section lists various services such as 'Start Here', 'Orientation', 'Matriculation Fee', 'Housing', 'Patriot Marketplace', 'Final Transcripts', 'English Course Placement', and 'Student Health'. There is also a 'My Bookmarks' section with links to 'Campus Links' (Add Funds to FMU ID, Campus Maps, FMU PAC, FMU Website, Library, Patriot Marketplace, Patriots Athletics, Portal 101, Purchase Textbooks, Swampfox Web) and 'My Links' (There are no links to display yet, Manage Bookmarks). A 'Gmail' notification indicates that unread messages could not be retrieved from the user's account.

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/>

Francis Marion University

ffox Sign out Help

Hello, Welcome to Colleague Self-Service!
Choose a category to get started.

- Student Finance**
Here you can view your latest statement and make a payment online.
- Financial Aid**
Here you can access financial aid data, forms, etc.
- Tax Information**
Here you can change your consent for e-delivery of tax information.
- Banking Information**
Here you can view and update your banking information.
- Employee**
Here you can view your tax form consents, earnings statements, banking information, timecards and leave balances.
- Student Planning**
Here you can search for courses, plan your terms, and schedule & register your course sections.
- Grades**
Here you can view your grades by term.
- Financial Aid Counseling**
Here you can view the Financial Aid Hub information as a student would so you can help the student answer any questions.

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- User Profile
- Emergency Information
- View/Add Proxy Access

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 dropdown menu

HOW TO ADD A PROXY TO YOUR ACCOUNT

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

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 *

First Name

Middle Name

Middle Name

Last Name *

Last Name

Suffix

Please Select

Former Last Name

Former Last Name

Email Address *

Email Address

Confirm Email Address *

Email Address

Phone

Phone

Birth Date *

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.

Access *

Allow Complete Access

Allow Select Access

<input type="checkbox"/> Student Finance ⓘ	<input type="checkbox"/> Financial Aid ⓘ
<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
<input type="checkbox"/> General ⓘ	<input type="checkbox"/> Academics ⓘ
<input type="checkbox"/> Notifications	<input type="checkbox"/> Grades
<input type="checkbox"/> Tax Information ⓘ	
<input type="checkbox"/> Tax Information	

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 generally, information not contained in the Directory can only be released with the consent 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

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.

Questions?

Contact us, we'd love to help!

Office of Admissions

admissions@fmarion.edu

843-661-1231

Get to know
Downtown
Florence!

Soule Cafe

130 S Irby St.
Located across the street from the FMU Health Sciences Center, Soule is a unique boutique coffee + art/music space offering coffee, tea, breakfast items, sandwiches and more!

Wholly Smokin'

150 S. Dargan Street
Got a hankering for some down home southern cooking? Head over to Wholly Smokin' for bbq, burgers, salads and more!

King Jefe

134 S Irby St.
Also located across the street from the FMU Health Sciences Center, King Jefe is the perfect spot for Taco Tuesdays! King Jefe offers an eclectic taco service featuring traditional and new age Mexican dishes.

Dolce Vita

160 S Dargan St.
A unique coffee shop and wine bar, Dolce Vita serves locally roasted coffee, great food and homemade desserts by Sweetleighs', and more. Outdoor seating available!

BirdsNest

166 S Dargan St.
The a sister store of Apple Annie's, BirdsNest is Florence's newest downtown eatery serving up delicious food with a community atmosphere.

Flow Town Yoga

152 S. Dargan Street
A true community of yogis – open to participants of all levels. Flow Town Yoga offers a variety of classes weekly.

Victors

154 S Dargan St
An elegant restaurant in Hotel Florence serving an extensive menu of upscale cuisine including steaks and seafood.

El Agave

147 W. Evans St.
A unique family owned and operated Tex-Mex restaurant with lively music, spicy salsa and eclectic decor.

ACADEMIC CALENDAR

Fall 2019

Aug. 7 Payment Due for
Fall Classes
Aug. 17 Housing Opens
Aug. 20 Classes Begin
Sept. 2 Labor Day
University Closed
Oct. 7–8 Fall Break
No classes
Oct. 23–Nov. 1 Advising Begins
Nov. 27–29 Thanksgiving
University Closed
Dec. 2 Fall Classes End
Dec. 3 Reading Day
Dec. 4 – 10 EXAMS

SPRING 2020

Jan. 12 Housing Opens
Jan. 13 Registration
Jan. 14 Classes Begin
Jan. 20 MLK Day
University Closed
Mar. 16–20 Spring Break
No classes
Mar. 25 – April 3 Advising Begins
Apr. 27 Spring Classes End
Apr. 28 Reading Day
Apr. 29 – May 5 EXAMS

What's happening on campus?
fmarion.edu/calendar



WORDS TO KNOW

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) – 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 – Individuals who have attended or graduated from a particular college or university.

BLACKBOARD – 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 – University's official publication of academic policies and procedures, programs of study, and course offerings for a particular academic year.

COMMENCEMENT – 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 HOUR – Standard unit of measuring coursework.

DROP/ADD – 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 – 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 STUDENT – A student whose parent(s) or legal guardian(s) have not completed a bachelor's degree and is the first in their family to attend a four-year college/university to attain a bachelor's degree.

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

OMBUDSMAN – A staff member who helps students address and resolve non-academic conflicts, concerns, and other problems they may experience while attending Francis Marion. The Ombudsman 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.

PATRIOT PORTAL – 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 – 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 – 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. RAs are trained undergraduate student leaders who help foster community between members of a residence hall's floor or wing; they also keep residents safe by enforcing university policies.

READING DAY – 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 – A university officer who is in charge of registering students and keeping academic records.

SYLLABUS – 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 – 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.

