Becoming a Trojan...
This guide goes through the ins and outs of what you learned on Registration Day. No worries if you didn’t soak in all of the information in one day. We have everything right here for you. You still may have questions, so don’t hesitate to contact us or go online to dsu.edu/registration for more tips and info.
During the registration process, you will get a chance to work with a faculty member in your chosen major to develop your class schedule for the fall semester. You will actually walk out of the door today with your class schedule in hand!

**COURSE PLACEMENT**

Placement in college level English and math is based on ACT/SAT scores and high school GPA. You may challenge your placement by completing an ACCUPLACER exam ($18 fee). The Office of Institutional Effectiveness and Assessment (OIEA) will notify you of your placement status and options.

**DUAL CREDIT & AP**

Talk to your advisor about any dual credit or AP courses you’ve completed when registering. You will also want to be sure to send your transcript from the institution where you received credit to DSU, along with any AP scores you may have. With AP, you must earn the required score to receive the college credit. Scoring requirements are available in the Undergraduate Catalog, go to catalog.dsu.edu.

**CLEP**

You can also CLEP test to receive college credit. These computerized exams are administered at DSU or other test centers, and you must achieve a minimum score to receive credit. More info at dsu.edu/student-life/testing-services.

**HONORS COURSES**

Students that meet certain GPA and ACT/SAT requirements can take honors courses, and may also be eligible to participate in the General Beadle Honors Program. Learn more at dsu.edu under the Academic Opportunities tab.

**CREDIT HOUR 101**

Some things to keep in mind as you register for courses now and in the future:

- Full-time status = 12 credit hours
- Most bachelor’s degrees, except Professional Accountancy and Elementary Education/Special Education, require 120 credit hours to graduate
- To graduate in four years, you will want to complete either:
  - 15 credit hours each semester: fall and spring
  - 30 credit hours over the course of the academic year: fall, spring and summer
- 30 credit hours are required per academic year (fall, spring, summer) to maintain eligibility for the SD Opportunity Scholarship

**LOGIN INFORMATION**

On the DSU homepage (dsu.edu), you can look up your accounts and reset your passwords. Click on the MyDSU button, then select ‘Lookup Your Account’ to access the login help page. This page also explains the difference between your DSU Network account and your Board of Regents Identity System (BORIS) account. Keep in mind that changes to your BORIS password will affect your password at other state universities in South Dakota.
Be sure to bring your own backpack or bag that provides protection for your laptop. There are great options at the Trojan Center Bookstore! Back-up storage like USB HD and flash drives, external hard drives or cloud storage is also a good idea.

The technology fee you pay each semester covers:

- Fujitsu Lifebook T937 Tablet PC System
- Core i5 Processor
- Windows 10
- 12 GB RAM / 256 GB Solid State Hard Drive
- Intel Iris Plus Graphics
- Webcam
- Access to Office 2016 through the Office 365 Education License
- 2 year warranty
- Wireless infrastructure
- Software licensing
- Help desk

Please note that theft and abuse are NOT covered by warranty, and insurance is strongly recommended. You will pick up your laptop on move-in day and get assistance with basic operation, connection to the wireless network, and verifying accounts/passwords.

The Trojan Zone bookstore has you covered from required course materials, including textbooks and supplies, to electronic accessories, and DSU apparel.

TEXTBOOK OPTIONS

The great thing about the Trojan Zone is that we work directly with faculty to ensure we have the correct materials for your courses. We have a comprehensive rental program for new and used textbooks, both in-store and online, as well as e-textbook digital rentals to complement your learning style and save you money!

ORDER BOOKS ONLINE

Login to MyDSU and under the 'Student Resources' tab select 'Bookstore', then 'Buy Your Books'. Search for your books by selecting the term, your course and the section. Links to the rental and digital options can be found on the 'Buy Textbooks' page. For your convenience, you can choose to pick-up your books and materials in-store, or have them shipped to your home.
RESIDENCE LIFE & MOVE-IN
You will receive your hall and room number information along with your roommate’s information via your DSU Trojan email in late June to early July.

Fall 2018 Move-in day is Friday, August 17, 8:00 a.m. - 3:30 p.m. for all first-year students and transfers. Signage and volunteers will direct you where to go (unloading zones, check-in, etc.). They will also help you with unloading and moving your stuff!

At your hall check-in, you will meet your resident assistant and receive your university ID card, room key, parking permit and mailbox (number and combination)

NEW STUDENT ORIENTATION
Orientation kicks-off on Friday, August 17 at 4:00 p.m. There will be activities throughout the weekend designed to help you transition to life at DSU. Our GO! Leaders, who are upper-level students, serve as peer mentors through the weekend, and beyond. Orientation is a time to interact with DSU faculty, students and staff along with getting acclimated to campus. More details about orientation will be emailed to you this summer.

Getting involved in DSU clubs and organizations is the perfect way to meet new friends with similar interests as you. Be sure to check out the Activities Fair on Wednesday, Aug. 29 to find clubs or orgs that fit your life.

PARKING PERMITS
Parking permit registration for the 2018-2019 academic year will open July 1st for all students. To register, access the MyDSU portal > Quick Links > Parking Information. You will find the registration link, Parking Rules and Regulations, and parking tips. The permit cost will be added to your student tuition bill.

UNIVERSITY ID CARD
One little card with so many functions:
- Provides entry into your residence hall
- Use it for your meal plan at the Marketplace
- Swipe it to use your Trojan Gold, both on and off campus
- Check out books and equipment at the Mundt Library
- Access to the Community Center
- Get into athletic and other student events for free
- Access the eAccounts tool or Card Services app to track usage of accounts, deactivate/reactivate your card or add funds
- Access to health services at Madison Regional Health

DINING SERVICES
Be sure to complete your meal plan contract for the year and choose one of three plans. Remember that the residential dining access is not transferable from semester to semester, but meal plan flex transfers from fall to spring only (not spring to following fall).

Mail can be sent to you at:
<Your Name Here>
820 N. Washington Ave.
Madison, SD 57042

Hey!
At DSU, placement isn’t a result, it’s a process. Connect with DSU Career Services early and often in order to achieve your career success!
Paying For College

FINANCIAL AID

Award Letter:
Students who have applied for federal financial aid by completing the FAFSA will receive the award letter via mail including a Financial Aid Award Guide. Read the information carefully and contact the Financial Aid Office if you have any questions.

Financial Aid Disbursement:
• DSU scholarships, federal financial aid and state scholarship funds will be disbursed to your student account at the beginning of each semester.
• For private scholarship funds and outside grants, the donor or outside agency controls payment timing and method. Students can request a temporary deferral if the award is documented.

Additional Financial Aid:
Make sure to compare your award letter to your billing statement to determine if your awarded aid is enough to cover your balance due. The Financial Aid Award Guide will have options for additional financing.

COMMITMENT

If you have applied to more than one SD Board of Regents’ university (BHSU, DSU, NSU, SDSU, SDSM&T and USD), you must commit to one as your home institution or the university from which you wish to obtain your degree. You will receive a commitment letter that will ask you to commit to a university as soon as possible. This will help us update your financial aid and academic programs appropriately.

PAYMENT PLAN

Payment plans are processed through Nelnet Business Solutions/FACTS and need to be set up each semester. A $40 enrollment fee is assessed. Sign up through SDePay.

REFUNDS

Refunds due to financial aid in excess of your charges may be direct deposited. Refunds processed as a paper check will be mailed to the student’s current local address.
Sign up for direct deposit in WebAdvisor under the Financial Information section.

Hey!

If you are an out-of-state resident and your parent or legal guardian earned a degree from DSU, you may be eligible for in-state tuition through our Child of Alumni scholarship. Contact the admission office for more info.
BILLING AND PAYMENT

SDePay:
- You can check your real-time account balance and detailed transactions through your SDePay account in the MyDSU portal located in Quick Links.
- Along with checking your SDePay account regularly, be sure to check your DSU email for updates and announcements.
- Your parents, guardian, or spouse can have access to your SDePay account as well. Just set them up as an authorized user through the SDePay system.

Paying your bill:
You will need to pay your bill for the Fall 2018 semester by Friday, August 31. You can do this all through SDePay.

MARK YOUR CALENDAR FOR HOMECOMING!
Trojan Days 2018 • Sept. 17-22

Hey! Make sure to check your account on SDePay frequently! Any changes in your enrollment, such as switching classes or adding a class, may affect your bill.

ATTENDANCE CONFIRMATION

Attendance Confirmation is done closer to the start of each semester, and an email will be sent to your DSU account asking you to confirm your attendance. You will also inform us of how your account will be paid or how your refund should be processed if you will be receiving one. You will complete this in the MyDSU portal under Quick Links.

IMPORTANT CONTACT INFO

Admissions
1-888-378-9988 • admissions@dsu.edu

Beacom College of Computer and Cyber Sciences
605-256-5838 • coc@dsu.edu

Card Services
605-256-5225 • kim.wermers@dsu.edu

Career Services
605-256-5122 • career.services@dsu.edu

Cashier’s Office
605-256-5133 • cashier@dsu.edu

College of Arts and Sciences
Liberal Arts: 605-256-5270
Math and Science: 605-256-5194
artsandsciences@dsu.edu

College of Business and Information Systems
605-256-5165 • shannon.vostad@dsu.edu

College of Education
605-256-5177 • crystal.pauli@dsu.edu

Disability Services
605-256-5121 • success.center@dsu.edu

Financial Aid
605-256-5152 • fa@dsu.edu

New Student Orientation
605-256-5244 • studentactivities@dsu.edu

Registrar
605-256-5154 • dsu-registrar@dsu.edu

Residence Life
605-256-5146 • residencelife@dsu.edu

Student Health Office
605-256-5864

Student Success Center
605-256-5121 • success.center@dsu.edu

Trojan Zone Bookstore
605-256-5238 • bookstore@dsu.edu

VA Benefits
605-256-5742 • veteran.assistant@dsu.edu

MARK YOUR CALENDAR FOR HOMECOMING!
Trojan Days 2018 • Sept. 17-22
FALL 2018 ACADEMIC CALENDAR

- **Residence Halls open for first-year and transfer students only:** Friday, Aug. 17
- **Classes begin:** Monday, Aug. 20
- **Census Day:** Thursday, Aug. 30
  Last day to register to determine financial aid eligibility; Add a full semester class or drop a full semester class and receive a refund
- **Deadline for payment:** Friday, Aug. 31
- **Labor Day - No classes:** Monday, Sept. 3
- **Native American Day - No classes:** Monday, Oct. 8
- **Last day for first half semester classes:** Friday, Oct. 12
- **Mid-term deficient grades due:** Wednesday, Oct. 17
- **Continuing student pre-registration for Spring:** Oct. 22 - Nov. 9
- **Last day to withdraw from the University and be eligible for a refund based on federal regulations and BOR policy:** Wednesday, Oct. 24
- **Last day to withdraw from a full semester course or the University and receive a grade of “W”:** Friday, Nov. 2
- **Veterans Day - No classes:** Monday, Nov. 12
- **Thanksgiving Holiday - No classes:** Wednesday, Nov. 21 - Sunday, Nov. 25
- **No classes:** Wednesday, Dec. 5
- **Finals:** Thursday, Dec. 6 - Wednesday, Dec. 12
- **Semester ends, Residence Halls close:** Wednesday, Dec. 12 at 5:00 p.m.
- **Final grades due:** Monday, Dec. 17

SPRING 2019 ACADEMIC CALENDAR

- **Residence Halls open for all students:** Saturday, Jan. 5
- **Classes begin:** Monday, Jan. 7
- **Census Day:** Wednesday, Aug. 16
  Last day to register to determine financial aid eligibility; Add a full semester class or drop a full semester class and receive a refund
- **Deadline for payment:** Thurs., Jan. 17
- **Martin Luther King, Jr. Day - No classes:** Monday, Jan. 21
- **President’s Day - No classes:** Monday, Feb. 18
- **Last day for first half semester classes:** Friday, March 1
- **Spring Break Residence Halls close:** Friday, March 2 at 5:00 pm
- **Spring Break - No classes:** Sat., March 2 - Sunday, March 10
- **Residence Hall Open:** Sunday, March 10 at 8:00 am
- **Mid-term deficient grades due:** Thursday, March 14
- **Continuing student pre-registration (tentatively) for Fall 2019 and Summer 2020:** March 18 - April 8
- **Last day to withdraw from the University and be eligible for a refund based on federal regulations and BOR policy:** Wednesday, March 20
- **Last day to withdraw from a full semester course or the University and receive a grade of “W”:** Monday, April 1
- **Easter Holiday - No classes:** Friday, April 19 - Sunday, April 21
- **Finals:** Monday, April 29 - Friday, May 3
- **Semester ends, Residence Halls close:** Friday, May 3 at 3:00 p.m.
- **Commencement:** Saturday, May 4
- **Final grades due:** Wednesday, May 8

Also, check out dsu.edu/academics/academiccalendar for up-to-date info on deadlines, finals and a link to class days/holidays for all South Dakota state universities (up to summer of 2020).