

## **SDoL Millersville University Transition Checklist**

Congratulations! We are so proud and excited that you are furthering your education beyond the School District of Lancaster and have committed to Millersville University. We know that this is a stressful time and you may have questions. The Future Ready Center team is here to support you through the summer and beyond. You can get support two different ways:

- Sign up for text messaging with the Future Ready Center: [www.tinyurl.com/McCaskeytext](http://www.tinyurl.com/McCaskeytext)
- Complete this form to request a meeting: [www.tinyurl.com/TornadoRequest](http://www.tinyurl.com/TornadoRequest)

**Helpful Tip:** If you are struggling with anything that isn't addressed here, you may also want to contact 211. Simply call 211 on your phone or message online with their staff at <http://www.pa211east.org/Lancaster>. All information is confidential, and they can refer you to local service providers who can help with anything including housing, food, and counseling.

**Millersville has an amazing online portal to guide you through all the checklist items you will need to complete in order to start classes in the fall. The MAP program takes you step by step through each individual process, and also provides tips and information about other useful topics. Make it a priority to complete this online orientation program as soon as you have confirmed your enrollment and your deposit has been paid.**

**<https://orientation.millersville.edu/landing-page/>**

**Financial Aid - MU Financial Aid Office - 717-871-5100 - [fa.mail@millersville.edu](mailto:fa.mail@millersville.edu)**

- ☐ **Pay Enrollment and Housing Deposit:** Make sure you have paid all deposits to confirm your spot at MU.
- ☐ **Complete Any Outstanding Financial Aid Verification:** Do you have any outstanding issues with financial aid that need to be addressed? If so, take care of those as soon as possible so you can access your federal aid to pay your bill.
- ☐ **Complete Entrance Counseling for Federal Loans:** This is mandatory to receive federal loans. Failing to do so will leave you unable to use these loans for college. Complete the counseling carefully; this is important information about debt you are taking on.
- ☐ **Address Financial Gap**
  - **Request Additional Aid:** Millersville may have additional aid available to assist you. Use SwiftStudent to complete a financial aid appeal, then submit the documents to your college's financial aid office. You can access the tool at <https://formswift.com/swift-student>.

- **Calculate Feasibility of Living at Home:** Take into account any savings if you are able to live at home and don't have to pay for campus housing. MU is only a free bus ride away, so think about the opportunity to save over \$13,000 by living at home.
- **Pay Tuition Bill:** Pay special attention to when your tuition bill arrives. There will likely be a fairly quick turnaround to submit your payment. To pay for your courses you will need to have all your financial aid finalized and loan counseling completed.

### **Registration - MU Registrar's Office <https://www.millersville.edu/registrar/index.php>**

- **Send Final High School Transcript:** Contact your counselor to send your final transcript to MU.
- **Take Placement Tests (if applicable):** You may have to take a test to place into 100-level English and Math. Take the tests seriously and practice beforehand. Your results may impact the types of courses you can sign up for.
- **Complete the MAP Orientation Process:** This online tutorial teaches you how to access all the important systems and accounts you will need to be a Marauder. You can learn how to set up your student email account on your phone, access your MAX account (where you pay your bill and register for classes)  
<https://orientation.millersville.edu/landing-page/>
- **Log into College Email Account:** Once you are enrolled, you will begin receiving important information via your college email account. Check this account regularly, at least every other day, to make sure you do not miss any important information.  
<https://www.millersville.edu/logins/index.php>
- **Log into College Web Portal:** This is where you will receive your tuition bill and other important information. Check this account regularly, at least every other day, to make sure you do not miss any important information.  
<https://www.millersville.edu/logins/index.php>
- **Register for Classes:** DO THIS AS SOON AS POSSIBLE! You probably want to start with your general education requirements. Talk with a college advisor if you need assistance picking your courses or contact the Future Ready Center.  
<https://www.millersville.edu/registrar/scheduleandregistration/files/registration-guide.pdf>
- **Register for and attend orientation:** Keep checking your email for information about how to sign up for an enrollment session.

### **Get Campus Ready**

- **Purchase a Laptop and Supplies:** A laptop, while expensive, is extremely necessary for college classes. There are some low cost options, like Chromebooks. You don't need that MacBook pro unless you are in a program that specifically requires it. If

you are struggling financially, contact your college, they may have loaner laptops you can borrow for a set period of time. There are also computer labs on campus that you can use almost any time day or night, but your own laptop will make studying much easier. Make sure to purchase whatever supplies you need for your program and anything you need for your dorm if you're living on campus. Here's a list of items you should plan on bringing: [www.tinyurl.com/SeniorCollegeList](http://www.tinyurl.com/SeniorCollegeList).

□ **Confirm Health Insurance:** MU requires students to have health insurance. If you are on your parents' plan, make sure it will cover you adequately at college. If this is not an option for you, most campuses have to offer a healthcare package by law that you may purchase. Contact the health center to find out more. [hservices@millersville.edu](mailto:hservices@millersville.edu)

□ **Submit the MU Student health form by August 1:**  
<https://www.millersville.edu/healthservices/health-eval-form-2019-pages-1-3.pdf#Health%20Eval%20Form>

□ **Get a Meningitis Shot (if living on campus):** All colleges in Pennsylvania require this by state law.

□ **Determine Transportation Plans:**

- **Bus Pass:** Red Rose Transit offers transportation for free with your MU ID
- **On Campus Parking:** Purchase a parking pass if you decide to bring a car to campus or commute. <https://www.millersville.edu/police/parking/>

□ **Purchase Textbooks:** Do this as soon as you're signed up for classes. You should get a book list when you register, and the bookstore website should have a list of books you will need for each course. DO NOT purchase your books from the bookstore if you can avoid it. Consider the following cheaper options:

- **Rentals:** Great if you need them for a general education course not in your field of interest. [www.Bookscouter.com](http://www.Bookscouter.com) allows you to see the cheapest rentals across all the largest textbook websites. Just make sure you return your books in time and in good condition, you don't want to get charged extra for them.
- **Purchase Used:** Use [www.Bookscouter.com](http://www.Bookscouter.com) to find the cheapest textbooks available. Simply put in your ISBN code and it will show the prices for that textbook across all the largest used textbook websites, so you can quickly compare and save money. You can then use Bookscouter again at the end of the semester to sell those same books back to those same companies.

### Once You Get to College

□ **Get to Know Your Campus Resources:** MU has a ton of resources, resources that YOU are paying for, so make the most of them!

□ **Tutoring Center:** This facility should be your first stop when you are struggling in class or if you want help to turn in your very best work. This facility has adults and upperclassmen students who can tutor you in any academic area. It's usually free and is a fantastic way to receive help. <https://www.millersville.edu/tutoringcenter/index.php>

□ **Office of Student Accounts:** This is the place to go if you need to take care of any outstanding tuition payments or if you need to get reimbursed for anything.

<https://www.millersville.edu/osa/>

□ **Experiential Learning & Career Management (Career Services):** These staff will help you prepare for life after college. Make sure you make multiple appointments annually, even if you do not know what you want to do after graduation. Your career adviser should help you understand job basics, like how to write a resume and how to ace an interview, as well as find internships! [www.millersville.edu/elcm](http://www.millersville.edu/elcm)

□ **Financial Aid Office:** Even though you already filled out the FAFSA once, you will need to fill it out every year to receive financial aid. Stop in to meet your financial aid officer if you need help filling out your forms or have any questions about your aid package. <https://www.millersville.edu/finaid/>

□ **Health Center:** This facility should be your first stop if you are feeling ill. Most colleges have nurses, nurse practitioners, and doctors on staff. This facility should also have counseling services if you feel you need to talk to someone. Nearly 40% of students use counseling services at least once while in college, so don't be afraid to seek help if you need it! <https://www.millersville.edu/healthservices/>

□ **Housing/Residential Office:** If you need help with a housing or dormitory situation, check out this office. This is also important if you have roommate issues or something in the residency is unsatisfactory. <https://www.millersville.edu/housing/index.php>

□ **Library:** Don't be afraid of the library! Not only is it your #1 source for books when you have research papers to write, but it also has a ton of technology at your disposal (computers, printers, scanners, copiers, etc!) The library also has a variety of spaces for individual and group study so you have options to choose from. Most colleges also have a journal database so you can access millions of articles for your papers.

<https://library.millersville.edu/home>

□ **Mail Services:** Every student receives a mailbox on campus so make sure you know what your individual box # is and what your address is. You can also usually mail your own things from this office. <https://www.millersville.edu/univsvcs/mail-services.php>

□ **Public Safety/Campus Police:** Familiarize yourself with your campus security so that you can feel safe and secure walking around on campus. This may also be the location of your school's lost and found. <https://www.millersville.edu/police/index.php>

□ **Student Affairs/Campus Life:** In need of something to do after classes or on the weekends? Check out this office to find out all about the events happening on campus. Some require sign-ups so it is good to check in with this office so you are on top of what is available. Some events will require a fee, but most are free!

<https://www.millersville.edu/campuslife/student-activities/index.php>

□ **Study Abroad Office:** Interested in going abroad? Visit the International Programs office. It is important to head to this office a year before you want to leave for your country of choice so that you have plenty of time to prepare. <https://www.millersville.edu/internationalprograms/>

*Don't forget: You are brilliant! You are your own best advocate. Best of luck with your future endeavors, we are so proud of you. Don't forget to stay in touch!*

# Congratulations Class of 2022!