

**CLAFLIN
UNIVERSITY**

"The World Needs Visionaries"

Welcome Panther:

*Freshman Class Move-In and
New Student Orientation Information*

Visionary Leaders who Raise Awareness. Inspire Change. Act Justly. 2017



A Message From Our President



Henry N. Tisdale

To the Class of 2021:

We are excited that you have chosen Claflin University to help build your future and reach your full potential as a visionary leader for the 21st Century. During the 2018-2019 academic year, you will be among students, faculty, staff and alumni celebrating the University's historic achievement of 150 years of academic excellence, cutting edge research and invaluable public service.

Throughout its history, Claflin's hallmark has been the richness of its environment for living and learning. While at Claflin, we want you to have an experiential experience that will enable you to develop a special inner confidence and to discover the visionary leadership within you. It is expected that you will be proactive and take full advantage of all that the University has to offer in and out of the classroom, including study abroad opportunities and internships.

Claflin is committed to excellence in all that it does. When viewed from the prism of reputable and renowned organizations, the University is unmistakably an invaluable leader in higher education. In terms of academic quality, Claflin has been consistently recognized as one of America's best colleges. The University's national reputation extends to the prestigious President's Honor Roll for Service and Service Learning, a distinction that has been bestowed to the University for 10 consecutive years. Recently, Claflin was named HBCU of the Year by *HBCU Digest*.

I challenge you to remain steadfast in your commitment to personal and professional growth. With the expectation that you will be encouraged by the intellectual influence and expertise of our world class faculty and nurturing staff, I am confident your enrollment at Claflin University will be richly fulfilling and rewarding.

First Lady Alice Carson Tisdale and I, along with faculty, staff, students and alumni, are excited to have you become a part of the Claflin University Family because "The World Needs Visionaries."

Sincerely,

A handwritten signature in black ink that reads "Henry N. Tisdale". The signature is written in a cursive, flowing style.

Henry N. Tisdale
President

WELCOME PANTHERS

Dear New Claflin University Panther:

It's time to prepare for your arrival as a member of the Class of **2021**!

As a new member of the Claflin University Family, **you are required to attend New Student Orientation scheduled for August 12 – 16, 2017**. In this packet you will find all of the information you need to prepare for your arrival onto the campus.

What is New Student Orientation?

New Student Orientation is designed to introduce all new students and transfers with fewer than 30 transfer credits to the University community. You will learn about Claflin University's academic programs, meet faculty members, learn about all of our support services, and make new friends with other incoming students.

The Mission: To promote academic success.

The Purpose: To instill in students a sense of belonging and an ownership of their academic success by:

- Creating a welcoming environment that builds a sense of community among the incoming class and connects them to faculty, staff and other students;
- Providing information and resources that will allow students to make informed and appropriate academic plans and healthy social choices;
- Providing a framework for the development of Claflin Confidence through the communication of our guiding principles, expectations, norms, standards and traditions.

The goals and objectives of New Student Orientation are to:

- Introduce students to college services which will support their educational and personal goals (ex. library, information technology, and academic and student services departments).
- Introduce students to the history and culture of Claflin University.
- Facilitate initial academic advisement, course selection, and registration.
- Familiarize students with the campus environment and physical facilities.
- Create an atmosphere that minimizes anxiety, promotes positive attitudes, and stimulates an excitement for learning.
- Provide a welcoming atmosphere for students and families to meet faculty, staff, and continuing students, as well as other new students.
- Provide the families of new students comprehensive information about academic and student service resources and programs.
- Provide employment, leadership, and learning opportunities for continuing students as orientation leaders, through selection, training, and supervision.
- Familiarize students with the various components of campus-related technology (e.g. MyClaflin, Moodle, etc.)

As a result of participating in the New Student Orientation program:

- Students will become acquainted with University services that will support their educational and personal goals.
- Students will understand the purpose of academic advisement and course selection.
- Students will become familiar with the campus environment.
- Students will feel confident and excited about their decision to attend Claflin University.
- Students and families will be familiar with faculty, staff, and students on campus.
- Students will be able to utilize the campus technology for the submission and retrieval of academic, financial, registration, and other information.
- Families will gain comprehensive information on campus resources available to them and their student(s).
- Student leaders will gain valuable leadership experience at the college level.

Orientation Arrival Instructions

All students are expected to have satisfied all financial responsibilities by August 1.

New Student Orientation “Check In” will take place on **Saturday, August 12, 2017, 8 a.m. - 4:30 p.m.**

Residential Students

Students who have satisfied financial clearance as of August 1 will be invited to move-in to their assigned residence hall via our express check-in process. Express move-in cards will be mailed to the student’s home address and must be presented upon arrival on August 12. Upon arrival to campus, students will report directly to their assigned residence halls no earlier than 8:00 a.m.

Students who have not satisfied financial responsibilities by August 1st are asked to contact Financial Aid at **(803) 535-5334**. For questions regarding student accounts, please contact the Student Accounts office at **(803) 535-5131**. You will not be able to proceed with student move-in until financial clearance has been satisfied. **Students who clear after August 1st will check-in between the hours of 8 a.m. - 2 p.m. at the Jonas T. Kennedy Health and Physical Education Center. Late check-in (2 - 4:30 p.m.) will be held in the Multipurpose Room of the Campus Center.**

Upon completion of the clearance process, students will be directed to their assigned residence hall. Upon arrival at the residence hall:

- The student should go to the desk to sign-in for New Student Orientation and Housing
- Family & friends should begin to unload the vehicle to the curbside area.
 - There is a 20 minute unloading period. We will have individuals available to assist with curb-side unloading.
 - All vehicles must be moved after 20 minutes to available campus parking areas.
 - Vehicles may not be left unattended.
- One member of your group should always remain with the unloaded possessions.

Commuter Students

Students who will live off campus are asked to check in between 3:00-4:30 p.m. in the Multipurpose Room of the Campus Center. Please plan to participate in the evening activities beginning at 5:00 p.m.

Wear your New Student Orientation name badge and keep your Claflin ID card with you at all times.

- All new students are required to wear their name badge during new student orientation.
- All Claflin University students are issued Claflin University identification cards. Identification cards serve as keys to the residence halls, debit cards for meal plans, and are used to gain access to the campus.
- If you did not take a picture for your identification card, you will take your picture at a scheduled time in the Campus Center during New Student Orientation Week.
- Students will receive their identification cards once they have completed financial and academic clearance as determined by the business office.

PLEASE REVIEW YOUR PACKET FOR THE FULL ORIENTATION SCHEDULE New students are required to attend all events and activities

ONCE CHECKED IN, YOU SHOULD SPEND THE DAY

- Getting your room set up
- Getting to know your roommate
- Getting any supplies that you need
- Getting to know your Resident Manager
- Getting to know your Resident Assistants
- Asking questions of:
 - Residential Life staff
 - Freshman College staff
 - Staff and faculty working to assist
 - Student Leaders
 - Anyone wearing an Orientation shirt
- Reading through the New Student Orientation Schedule
- Purchasing books
- Getting your Identification Card

The Business Office and Cashier will be available in Jonas T. Kennedy Health and Physical Education Center to assist you with your student account Saturday, August 12, 2017, 8 a.m. - 2 p.m. Staff will be available in their offices in Tingley Hall all the other days.

THINGS YOU NEED TO KNOW

1. Employment Opportunities

- By law, international students are not allowed to work outside of the campus.
- Campus jobs are available, but they are limited and are usually allocated on a first come, first served basis. Arriving here on time and inquiring about jobs early can benefit you.

2. Campus Attire

- **What is business attire?**

Traditional workplace attire demonstrates a high level professional appearance and maturity. A professional appearance and attitude along with good manners and poise are an effective combination for success in college and the workplace.

- **Why are students required to own business attire?**

Consistent with Claflin University's Guiding Principle to offer excellent customer service and demonstrate professional appearance at all times, we ask that you represent yourself in attitude and attire in the most respected and professional manner when attending formal university functions such as assembly, lyceum events and convocations.

- **How does business attire differ among men and women?**

WOMEN

- Pant or dress suit (navy, black or dark gray)
- Skirt length (no more than 2" above knee)
- Coordinated blouse (conservative)
- Neutral pantyhose
- Moderate shoes. No stilettos.

MEN

- Suit (dark solid color)
- Long-sleeve shirt (white or blue)
- Tie (conservative)
- Belt (should match your shoes)
- Dark socks
- Conservative leather shoes

The aforementioned business attire is required for all Assemblies, Lyceum, and Convocations.

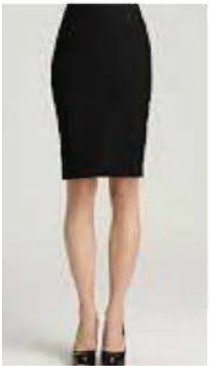
The Freshman College Special Attire is Required for New Student Orientation Confirmation Ceremony and End of Year Freshman Banquet

**Women: Professional White Dresses
(May not be sheer or see through) or
Suits with White Shoes**

**Men: Dark Suits (Navy, Gray, Black),
White Shirts, Ties, Dress Shoes and
a belt to match your shoes.**



Professional Clothing Options and Suggestions



- ***Is business attire expensive to purchase?***

No. First, check your closet. You may already own a nice pair of slacks or a shirt/blouse. You can find all of the essentials at reasonable prices. Many of the discount stores offer a line of professional clothing. You do not need to buy many pieces, only key items such as a pair of slacks, shirts/blouses and skirts that can be combined and interchanged to extend your wardrobe.

- ***What happens if a student is not appropriately dressed for Assembly, Lyceum or Convocation?***

Sneakers, jeans, hats or any other improper attire will result in being turned away from Assembly, Lyceum or Convocation and will count as an absence.

3. Bringing Computers to Campus

While there are several student computer labs available on campus, many students find it invaluable to have a personal computer in their residence hall room. Students who own a computer are more likely to learn how to use it and feel more comfortable working with them. Moreover, students with computers are not forced to compete for computer time during high usage periods, such as finals and semester project due dates. The convenience of having a computer in the room adds to study time and helps the student to stay current with course work.

It is recommended that the computer be able to effectively run Windows 10 or the latest version of Windows. The computer should be capable of running software which is compatible with software installed in the labs. Microsoft Office 2013 is the minimum version currently installed in the labs and the best method of obtaining it is through the bookstore, taking advantage of the academic discount. You also have the option of purchasing MS Office as well as Windows from www.VarsityBuys.com where you will receive discounted pricing when you select Claflin University as your academic institution. Running the same version in the residence hall room as in the lab increases productivity and reduces incompatibility problems.

The minimum recommended configuration:

- 250 GB of hard disk space
- 4 GB of memory (more is better!)
- Intel Core i5 Processor or better (faster is better!)
- USB 2.0 or 3.0 ports
- MS Office 2013/2016
- Anti-Virus software with subscription to updates
- Personal printer (great for when print demand is high in labs)
- Ethernet port (modems are not supported)
- Ethernet patch cable to attach your computer to the wall jack, minimum of 6 feet
- Wireless 802.11
- 15" LCD monitor (laptop), 20" LCD monitor (desktop)
- Windows 7 or latest version
- Surge Suppressor power strip designed for computer equipment

• **Preparing your Computer to Bring on Campus**

Several things should be considered before bringing your computer on campus.

- Make backups of your computer or, at a minimum, all files.
 - Bring all system restore disks and software in case you need to reload the software.
 - Bring original invoices for hardware and software in case you need to prove warranty claims.
 - Locate an authorized repair center for your brand of computer in our area.
 - Check your homeowner's or renter's insurance policy to determine if it covers computers kept on campus.
 - Label all pieces of the computer with your name, including your printer, CD's, flash drives, etc.
 - Be sure your computer has an ethernet connection (network port) or a wireless card.
 - Install all of the software you are going to use before you come to Claflin University.
- The University will not install or provide software for student owned computers.

• **Connecting to the Campus Network**

By connecting to the campus network, you have access to network resources such as your H: drive. The H: drive allows you to save your files and access them from any campus computer including your personal computer. In order to access the network, you will need to connect to the CU-Students wireless network. Directions on how to connect to the CU-Students network is available on the information technology webpage (<http://www.claflin.edu/about/offices-services/information-technology/wireless>). You will not be able to access the Claflin website using CU-Guest, so please connect to the appropriate network.

• **Computer Repair**

Due to liability reasons, the IT Department does not repair or load software onto personal computers. For this reason, it is a good idea to obtain warranty when buying a computer. By having warranty on your computer, you can contact the manufacturer for technical support or send it in for repair. You can visit the IT Department for help with minor technical issues and for guidance on steps that you may need to take to repair your computer. If you do not have a warranty on your computer, you will need to locate a computer repair center that can assist you. For this reason, it is a good idea to have all of the original software that came with your computer.

FREQUENTLY ASKED QUESTIONS

1. Where can parents park during Orientation?

Parking for New Student Orientation is permitted in the lots listed below:

SRC South and Asbury Hall unloading zones

Students assigned to SRC South will enter the campus from the Goff Avenue entrance by driving from the gym through Millwood Avenue and turning right onto Goff Avenue. The student will then turn left and enter the rear gates of the campus. There will be an officer to direct the student to the unloading areas for their belongings on the side walk in front of SRC South and behind Asbury Hall. Make sure someone stays with your belongings when you move your vehicle.

Kleist Hall

The students of Kleist Hall should enter the campus through the front Magnolia Street entrance. The students of Kleist Hall will then make the first right turn, circle the median and then be allowed to unload their belongings in Kleist Circle on the sidewalk and then have their vehicle moved to lot #1. These parking lots have posted signs indicating the lot number. Please have someone to stay with your belongings while your vehicle is being moved.

Corson Hall and Dunton Hall

The student should enter the campus through the front Magnolia Street entrance and may park in front of Corson Hall to unload their belongings. Their vehicle should then be moved to the lots where posted signs are indicating the lot number. Please have someone to stay with your belongings while your vehicle is being moved.

High-Rise Residence Hall

Students may park behind High-Rise Residence Hall to unload their belongings. Once their belongings are unloaded they may enter the building through the bottom level and top entrances. Please do not park along the yellow curb on Goff Avenue.

Note: Towing is strictly enforced in unauthorized areas.

2. What are some of the Orientation Activities?

- Common Reader Discussion Sessions
- Community Building Activities
- Community Service Information
- Campus Tours
- Movie Nights
- Campus Resource Sessions



3. Who May I Bring to Orientation?

At Claflin University, we realize that families are in transition when students leave home for college. Orientation to campus life is important to help parents, guardians, or other guests understand and support their student.

We invite you to attend Parent Orientation workshops; a session that prepares parents for the adjustments to college life and the transition your student will experience at Claflin University. This event can include parents, aunts, uncles, godparents, guardians, siblings, or grandparents. Your support of the student's education is critical to their success!

The Parent Orientation workshops allow parents, guardians, and other adults to learn about how your student will spend the next four years. You will get a glimpse of campus life, how to support your student while they are pursuing their degree, and how you can stay involved. You will also have an opportunity to meet other parents, learn the basics of living on campus, and see how your student will spend the next few years.

This is also an excellent opportunity for parents to be introduced and register for the Panther Parent Association, which is an organization to support and promote the interests of parents of students currently enrolled at Claflin University. There is no cost for membership! Each member will receive quarterly newsletters and have the chance to work firsthand with other members and university staff to organize Parents Weekend as well as other activities.

NEW STUDENT CHECKLIST

Before the excitement of Student Orientation, please take the following steps to ensure your successful transition as a student at Claflin University. This checklist will assist you in the orientation process and help avoid time-consuming delays.

To ensure that your Orientation visit goes smoothly, please read the following instructions carefully. If you have further questions, please contact members of the Freshman College.

Freshman College Contacts

Cynthia Duncan Joseph - Director, The Freshman College
(803) 535-5282 • cduncanjoseph@claflin.edu

Dia Sanders - Academic Student Support Coordinator, The Freshman College
(803) 535-5291 • disanders@claflin.edu

Daisy Moorer - Academic Student Support Coordinator, The Freshman College
(804) 535-5676 • dmoorer@claflin.edu

Deitra Banks – Associate Administrative Assistant, The Freshman College
(803) 535-5282 • dbanks@claflin.edu

Step 1: Complete the Financial Aid Process

You should have completed your 2017-2018 Application for Federal Student Aid (FAFSA) by now. If you have not done so already, you **MUST** complete the FAFSA immediately in order to be considered for financial assistance. Many scholarships require the completion of the FAFSA in order to qualify, so please ensure that this step is completed. The application can be found at www.fafsa.ed.gov. Claflin's school code is: 003424. Electronic signatures are required for this process. To obtain your PIN and the PIN for a parent, visit www.pin.ed.gov.

Claflin University offers Federal Stafford and Plus Loans funded by the Federal Direct Loan Program. You may apply for these Federal loans at www.studentloans.gov.

If you have completed your FAFSA, but have not received an award letter from the Financial Aid Office, it could be that there are documents needed from you and/or your parents to complete the process. Please contact the Financial Aid office immediately at (803) 535-5334 to find out what additional documents are needed. The Financial Aid office is located on the 1st floor of Corson Hall.

If, on the day of your arrival, you have not received your financial aid award, please bring copies of the student and parent Federal **2015 IRS tax transcript(s)** and /or proof of income/ 2015 untaxed income benefits, and verification worksheet.

It is extremely important that you maintain records of all documents and correspondence related to your financial aid. Please make and keep copies of all documents and correspondence related to your financial aid. This is extremely important.

Step 2: Student Accounts

Students are expected to have satisfied all financial responsibilities by August 1st. Payment due dates: Enrollment Fees (\$60.00 Orientation Fee and \$60.00 Room Deposit) are due on or before July 15, 2017, for guaranteed housing assignments. Payments for the fall semester are due on or before August 1, 2017, to ensure all financial requirements are addressed before the freshman arrival date of August 12, 2017. If you have any questions about your financial aid status, please contact Financial Aid at (803) 535-5334. Please contact (803) 535-5131, if you have questions about your account balance or need to speak with someone in Student Accounts.

There are several methods of payments accepted at Claflin

- Cash
- Cashier's/Certified Check
- Credit Card (Discover, Master Card, Visa)
- Debit Card with Master Card or Visa Logo
- Note: Claflin will not accept personal checks.

Step 3: Student Health Services

All full-time students must submit a completed health form to the Office of Student Health Services. If possible, please complete the Student Health Form and submit it prior to your arrival for New Student Orientation. If you are unable to submit it prior to your arrival, you **MUST** bring it with you. **Students will not be permitted to move into the residence halls without a completed health form on file in the Office of Student Health Services.** The health evaluation and required immunization/screening section of the form must be completed and signed by a health care provider.

All original forms must be mailed directly to the Office of Student Health Services. Do not mail health forms to other departments. **Faxed copies will be accepted.** Students are advised to keep a copy of the health form for their records. Students bringing the health form with them to campus must bring all original forms to the Office of Student Health Services. If you have any questions concerning the health form, contact the Office of Student Health Services.

Claflin University
Student Health Services
400 Magnolia Street
Orangeburg, SC 29115
Office: (803) 535-5328
Fax: (803) 268-1123

Step 4: Residential Life (Housing)

In order to apply for campus housing, a housing application and \$60.00 deposit are required. If you have any questions concerning the application, contact the Office of Residential Life.

Residential Life
(803) 535-5330

Important: You will not be permitted to move into a residence hall during Orientation Week unless you have satisfied your financial responsibilities and submitted a completed health form. Students will be allowed to move into the residence halls beginning at 8:00 a.m., on August 12, following check in with the Freshman College. Move-in information will be posted on line. If you have not received a room assignment and have paid your enrollment fee, please contact the Office of Residence Life (803) 535-5330.

Step 5: Plan Carefully What to Bring

Useful Items to Bring:

- Blankets
- Throw rugs
- Towels
- Clothes hangers
- Sewing kit and scissors
- Trash can
- Mop and bucket
- Broom and dust pan
- Linens and bedspread for single bed (36 x 80)
- Cleaning supplies
- Mattress cover
- Pillow and pillow cover
- Curtains for windows
- Alarm clock
- Clothes rack
- Iron and ironing board (table top)
- Laundry bag and/or basket
- Shower cap and shower shoes
- Young ladies **MUST** bring a white dress with neutral or white hose, or white suit, shirt and white dress shoes
- Young men **MUST** bring navy, black or dark grey suits, coordinating tie and dress shoes

The following items **ARE NOT ALLOWED**:

- Hot plates
- Electric heaters
- Crock pots



Step 6: Public Safety

Cars on Campus

- **FRESHMEN WHO LIVE ON CAMPUS ARE NOT PERMITTED TO HAVE VEHICLES ON CAMPUS!**

- Consideration maybe given to students who meet Military or Work obligations as approved by Dr. Leroy Durant, Vice President of Student Development & Services.

- Commuter students must register any motor vehicle that they park or drive on University property with the Office of Public Safety and purchase a decal. The Public Safety Office is located beneath the High Rise Residential Hall.

Office of Public Safety
Lower Level of High Rise
(803) 535-5451





Directions to Claflin

FROM THE NORTH

- South on I - 95 into South Carolina
- Exit 97 onto US- 301 [Five Chop Road]
- Continue on US- 301 for 21.4 miles
- Bear slightly left onto John C. Calhoun Dr.
- Keep STRAIGHT Calhoun for 1.2 miles
- Turn right onto Magnolia Street
- Campus will be on the right

FROM THE SOUTH

- North on I-95 into South Carolina
- Exit 86B for I-26 W toward Columbia
- Merge onto Interstate 26 West
- Continue on I-26 for 65.5 miles
- Take exit 154A and merge onto US-301 [Five Chop Rd]
- Continue on US-301 for 6.9 miles
- Bear slightly left onto John C. Calhoun Dr.
- Keep STRAIGHT Calhoun for 1.2 miles
- Turn right onto Magnolia Street
- Campus will be on the right

FROM THE COLUMBIA AIRPORT

- Head east on Airport Blvd toward Aviation Way
- Turn left onto Lexington Dr.
- Take the 1st right on to John H. Hardee Expy
- Turn left onto SC-302/Airport Blvd
- After approx. 1 mile, Turn right at Tarrytown Ln (Sign for I-26 E/Charleston)
- Merge onto I-26 via the ramp to Charleston
- Continue for 31.9 miles
- Take Exit 145A and merge onto US 601 S/St. Matthews Rd toward Orangeburg
- Continue on US-601 [becomes Magnolia] for 4.5 miles
- Keep STRAIGHT on Magnolia St.
- The Campus will be on the left

FROM THE BUS STATION

- Go East on U.S. 601 (Old Edisto Drive/ US 301/SC-4) toward Cannon Bridge Road
- Turn Right onto Magnolia St. (US-21).
- The Campus is on the left.

ACCOMMODATIONS

Please make arrangements to arrive at Claflin campus on August 12, 2017. If you arrive earlier than this date, here's a list of recommended hotels:

QUALITY INN SUITES
803-531-9200

DAYS INN OF ORANGEBURG
803-531-2590

FAIRFIELD INN
803-533-0014

HOLIDAY INN EXPRESS HOTEL & SUITES
803-539-2900

Thee Matriarch Bed & Breakfast
803-937-4271

HAMPTON INN AND SUITES
803-937-5800

HOWARD JOHNSON
803-531-4900