



# The Path to Success



## 1. Connecting Through

### Communication

- Face-to-Face : Faculty and staff that are happy to assist you in any way possible
  - Instructors: Build a relationship with your instructor.
  - Counselor: Schedule an appointment with your advisor anytime to discuss your schedule, major, or future plans.
- Electronic Communication
  - Leo – Leo serves as the student portal where you can access your email. This is also where you can view your grades, schedules, financial information, and transcripts.
  - E-Mail – This is the primary method of communication among EMCC students, faculty, and staff. Make sure you log-in often to receive the latest updates. It is a good idea to set up email on your phone.
  - CANVAS – This is the portal that you can access class notes, class quizzes, online classes, homework, and grades.
  - ROARcast – For emergency announcements. Instructions to set this up will be in packet.
  - WTOK/WCBI – WTOK and WCBI are the TV channels EMCC will notify if the campus must close.
- Social Media
  - Facebook/Twitter/Instagram – We always post the latest news and updates about EMCC. Like East Mississippi Community College on Facebook and Follow us on Twitter @emccinfo/ Instagram @emccig.
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**TIP: Check EMCC email at least once a day**

## 2. Branch Out and Get Involved on Campus

- There are various clubs and activities to join at EMCC.

Art Club	Drama Club	Skills USA
Turf Club	Quiz Bowl	Student Ambassadors
Baptist Student Union	Collegiate DECA	Student Government Association
Radio Broadcasting	Phi Beta Lambda	Student Practical Nursing Association
Concert Choir	Phi Theta Kappa	Student Voices
National Technical Honor Society	Mississippi Association of Student Nurses	Association of Information Technology Professionals

- To find out more information visit the Dean of Students Office.

**TIP: Join at least one organization the first semester of your freshman year**

### 3. Student Success

- Reading your schedule
  - MW = Class on Monday and Wednesday
  - TTH = Class on Tuesday and Thursday
  - M, T, W, TH, or F = Class only meets once a week
  - Building names and room numbers are listed on the schedule next to each class
  - Academic Advisor's Name is also listed on your schedule.

**TIP: Invest in a planner and get organized**

- Grade Point Average (GPA)
  - Institutional Standard (2.5) – Failure to meet institutional standard will result in the student being placed on probation or suspension.
    - ✎ Failure to maintain a 2.5 GPA can result in a student losing his/her institutional scholarships (ACT, Valedictorian/Salutatorian). Students are afforded a probationary semester to revive their GPA before an institutional scholarship is lost. If the GPA is not improved after one semester, the scholarship is completely lost. There is no probationary semester for Tuition Guarantee.
    - ✎ If a student drops below 2.0 GPA, he/she can expect to have federal financial aid dropped (Pell Grant, Loans, work study).
    - ✎ Phi Theta Kappa (3.5) – Students who achieve a 3.5 GPA one semester will be invited to join Phi Theta Kappa (PTK). Once a student is inducted, he/she must maintain a 3.25. PTK is an honor that is rewarded in the form of a scholarship at the university (i.e. MSU awards a two-year award, \$8,000 (\$2,000 per semester); MUW awards \$4,000 over two years).
- Absences
  - Dropped after 5<sup>th</sup> absence for most classes. Career tech, nursing, and cosmetology have their own absence policy.
  - Three tardies equal 1 absence.
- Withdrawing
  - W = Withdraw without penalty by a certain date
- Calendar of important dates – Reference handout and [www.eastms.edu](http://www.eastms.edu) for important deadlines. (Add/Drop dates, financial aid deadlines, withdrawal dates, graduation, etc.)

## 4. Student Services

- Tutoring – free tutoring is available on campus in Math and English
  - Writing center math lab, and other tutoring may be offered. Tip: don't be afraid to ask teachers for help. Study groups are very helpful.
- Disability Support Services – Must self-identify for accommodations
  - Tony Montgomery, Dean of Students
- Library – Students have the availability to use the copy machine, study, research, and check-out books in the campus library. ID is required for book check-outs. Students may check-out books for a 2 week period. Students will be charged 0.25 cents per late day.
  - Hours: 7:30 am-8:30 pm Monday – Thursday; 7:30 am-4:30 pm Friday; Closed on Weekends
  - Get ID made in the library (must be finalized in the business office)
  - Replacement fee for a lost ID IS \$5.00
  - Make sure your ID is with you at all times
- Bookstore
  - Hours: 8:00 am - 4:30 pm Monday – Thursday; 7:30 am-3:00 pm Friday

**Tip: Take advantage of help early on**

## 5. Taking Care of Business

- Lion Central
  - Withdrawing – Make sure you register for more than 15 hours of classes just in case you need to drop a class. Students can't drop below 15 hours if they are receiving a scholarship from EMCC (16 hrs. are recommended to graduate on time).
  - Submit transcripts, ACT scores, withdrawals and apply for graduation
  - Receive basic information and sign paperwork with financial aid
  - Must maintain full-time status (at least 12 hrs. for federal money; at least 15 hrs. for EMCC scholarships)

**Tip: Deadlines are important! Pay attention to dates.**

- Business Office
  - Finalize – This means you have met the minimum down payment requirement and signed a fee payment agreement if necessary.
  - Purchase meal plans and make payment on account.
  - Decals – Decals are \$15.00 and must be placed on the bottom left corner of the back glass.
- Parking – Students will be issued parking citations for:
  - Parking in an illegal zone (i.e. faculty/staff lots, grass, handicap lots, and in front of gates)
  - Not having a decal or displaying a decal improperly
  - Speed limit is 10mph