

CAMPUS RESOURCES

ACADEMIC LIFE

1) WHERE DO I GET AN OFFICIAL TRANSCRIPT?

You can request a transcript via the Registrar's Web site at registrar.missouri.edu, through the mail, through a fax at 884-8382 or in person at 130 Jesse Hall. All requests require your signature and a \$10 per copy fee. Transcripts can also be faxed for an additional fee of \$5 for a domestic fax or \$10 for an international fax. Fees may be paid by check, credit card or student charge. Additional information is available at the Web site listed above.

2) HOW DO I ADD/DROP A CLASS?

If you do not have any registration holds, you may make schedule changes online (myZou). For students with registration holds, all changes must be made at the Registrar's office in 130 Jesse Hall. Students will need to provide the appropriate add/drop form with required signatures. After the end of the 25th day or fifth week of the semester, students must obtain a dean's stamp to withdraw from a class. The signed drop form must be processed in 130 Jesse. Students must adhere to the specific dates and deadlines posted at registrar.missouri.edu.

3) HOW DO I CHANGE MY MAJOR?

You need to first talk to your current academic advisor and then to an advisor in the major you plan to pursue.

4) HOW DO I REGISTER FOR CLASSES?

Obtain your registration form from your academic advising unit (if required), and check the availability of courses through myZou. Prior to early registration, each student who is currently enrolled will receive an e-mail that lists a specific day and time to register. Students will need to see their advisor prior to this assigned time. Students will also need to take care of any registration holds noted in the e-mail. Once students are cleared for registration, they may register at their posted appointment time or anytime after. Registration may be done online (myZou) or at 130 Jesse Hall.

5) WHERE CAN I GET COMPUTER HELP?

The Division of IT consultants are available in most classrooms and all general-access computing sites—they are able to answer questions concerning logging on to and printing from site machines. In addition, IT Help Desk consultants are available to answer your computing or telecommunication questions. The Division of IT also employs ResTechs—students who live in the halls and can assist with computer problems.

6) WHERE ARE THE COMPUTER LABS ON CAMPUS?

The Division of IT operates computing sites throughout campus in general-access, classroom and residence hall environments. For a complete list of available resources, visit the The Division of IT Web site at doit.missouri.edu/sites/.

7) WHAT IS PRINT SMART, AND HOW DOES IT WORK?

Print Smart is a print accounting service, which manages student printing quotas, tracks the number of pages — not the content — printed by students in public computing sites and charges a per-page cost for every page beyond the non-refundable quota.

All MU students will receive an allotment of pages that are paid for partially through the Instructional Computing Fee. Pages printed beyond the quota will be charged according to size and color.

If you have questions regarding Print Smart, call the IT Help Desk at 882-5000, or visit doit.missouri.edu/printing/print-smart.html

8) WHERE CAN I GO FOR FREE TUTORING?

Stop by 100 Student Success Center or visit learningcenter.missouri.edu to get a copy of the master schedule. Call 882-2493 for more information.

9) HOW CAN I FIND OUT MORE INFORMATION ABOUT STUDYING ABROAD?

The International Center, located in N52 Memorial Union, has information on opportunities to study abroad. For more information, call 882-6007 or visit international.missouri.edu.

10) HOW DO I SELL MY BOOKS BACK?

The University Bookstore sets up Book Buyback counters in the bookstore and in residential locations during the final weeks of each semester. You can sell your books back at that time, provided they are in good condition and in demand the following semester.

11) HOW DO I RESERVE MY BOOKS FOR THE UPCOMING SEMESTER (EARLY BIRD PICK-UP)?

After you have registered for classes, you can either go to the University Bookstore, or to www.mubookstore.com to request a reservation for your courses' books.

CAMPUS LIFE

1) HOW DO I CHANGE MY BILLING ADDRESS?

You can change your billing address by filling out a form at the Cashiers office in 15 Jesse Hall or by submitting it online through myZou.

2) HOW CAN I CHANGE MY DINING PLAN?

To change your dining plan, you need to visit the Campus Dining Services office in Plaza 900 or the Residential Life Housing Operations office in the Residential Life Main Office. Visit dining.missouri.edu for more information.

3) WHAT IS E.Z. CHARGE?

It is a method of charging food purchases to your University account using your TigerCard. There is a pay-as-

you-go option and a decreasing-balance option. Both can be used at dining locations, snack bars and convenience stores on campus. For more information, go to dining.missouri.edu

4) WHERE CAN I GET A NEW TIGERCARD?

You can obtain a new TigerCard (student ID card) at the University Bookstore for a \$20 fee. Call 882-1871 for more information.

5) WHERE DO I PICK UP MY PARKING PERMIT?

If you applied for a parking permit, you can pick it up at the Parking & Transportation Office located on Level 2 of the Turner Avenue Garage. For more information, call 882-4568, or go to parking.missouri.edu.

6) WHERE CAN I PARK?

Students need a valid permit to park in a non-metered campus lot or garage space. Each MU parking permit has a specific parking lot or garage designation. Students may only park in their assigned lot or in designated upper levels of their assigned garage. Violators are subject to ticketing and towing. There is no free parking on the MU campus.

7) HOW CAN I APPEAL MY PARKING TICKETS?

You may contest parking violations within five days of receiving the ticket by visiting parking.missouri.edu. Follow the form instructions, and submit your appeal. You should receive e-mail notification of the appeal decision.

8) WHERE CAN I FIND INFORMATION ABOUT EMPLOYMENT OPPORTUNITIES ON CAMPUS?

The Career Center, located in the Student Success Center on Lowry Mall, has information about how to search for opportunities on- and off-campus. One of the easiest methods to search for employment opportunities is by using hiremizzoutigers.com, a site that includes part-time, full-time and internship job opportunities.

9) WHERE CAN I GET HELP WITH RÉSUMÉ AND INTERVIEWING SKILLS?

The Career Center can provide one-on-one help with your résumé and interviewing skills. They also provide many other services to prepare you for future internships and careers. For more information, call 882-6801, or visit career.missouri.edu.

10) WHAT SERVICES ARE COVERED AT THE STUDENT HEALTH CENTER BY THE PREPAID FEE?

Services covered by the prepaid Student Health Center fee include: visits for acute and chronic illnesses, minor injuries, health maintenance exams, women's health visits, pre-participation sports exams, health education, psychological counseling (limited), psychiatry (limited) and sports medicine.

11) WHERE CAN I GET INFORMATION ABOUT MU SPORTING EVENTS?

Visit the MU Athletics Web site at www.mutigers.com.

12) WHAT SERVICES ARE OFFERED AT THE MU STUDENT RECREATION COMPLEX?

The Student Recreation Complex provides countless programs and services for students, faculty and staff. Group fitness and spinning classes, a full weight room, swimming, an indoor track and racquetball courts are only a few of the many options available. For more information, call 882-2066, visit www.mizzourec.com or watch for the free publication around campus.

