

Now That You Are Accepted

(From Acceptance to Matriculation)



a new state of mind

Office of Admissions, Recruitment and Scholarships

South Carolina State University

Post Office Box 7127

300 College Street, NE

Orangeburg, South Carolina

Tel: 803-536-7186

Fax: 803-536-8990

Accepted Students

This brochure is designed to provide guidance to the first time accepted student as he proceeds from the point of receiving an acceptance packet from the Office of Admissions, Recruitment and Scholarships to the point where he is ready to commence his matriculation here at SC State University.

What's Next?

The Acceptance Packet

You have received your acceptance packet. Included in the acceptance packet are the:

Acceptance Letter
South Carolina State University Acceptance Form
Health History and Physical Examination Record
S C State University
Housing Application

Use the following steps to complete each of the items in the Acceptance Packet:

South Carolina State University Acceptance Form

Step I: Fill out the information on the South Carolina State University Acceptance Form.

- Step II:
- (a) If you are a first time freshman or a transfer student and plan to live on Campus, make out your money order or cashier's check in the amount of \$160.00. Make it payable to South Carolina State University.
 - (b) If you are a first time freshman or a transfer student and do not plan to live on campus, make out your money order or cashier's check in the amount of \$135.00. Make it payable to South Carolina State University.
 - (c) If you are a readmit student and plan to live on campus, make out your money order or cashier's check in the amount of \$185.00. Make it payable to South Carolina State University
 - (d) If you are a readmit student and do not plan to live on campus, make out your money order or cashier's check in the amount of \$35.00. Make it payable to South Carolina State University.

Step III: The South Carolina State University Acceptance Form and the payment should be returned to The Treasurer's Office address listed below:

The Treasurer's Office
South Carolina State University
P. O. Box 7425
300 College Street, NE
Orangeburg, SC 29117
Tel: 803-536-8885, or 536-8224

All forms included in the Acceptance Packet can be returned together in one envelope to the Treasurer's Office address located on the Acceptance Form.

NOTE: All of the above fees are **nonrefundable**.

Health History and Physical Examination Record SC State University

- Step I: Complete the front side of the Health History and Physical Examination Record SC State University.
- Step II: Make an appointment with your family physician or Health Care Provider to have the Health History and Physical Examination Record SC State University completed.
- Step III: Check your immunization records to make sure that you have taken all of the required immunizations that are listed and submit along with your health record. If not, inform your family physician or Health Care Provider.
- Step IV: Return the completed form to the address listed below:

Brooks Health Center
South Carolina State University
P. O. Box 7178
300 College Street, NE
Tel: 803-536-7053, or 536-7055
Fax: 803-533-3747

The University does offer health insurance coverage for students. All registered students taking six or more credit hours are automatically enrolled in the plan and premium for the insurance will be billed to the students' accounts. Students may opt-out of the health insurance by visiting the student insurance website and providing proof of comparable coverage. You may obtain further information about the Student Insurance Program and Premium by visiting: www.studentinsurance.com.

Housing Application

The Housing Application Process for the Fall semester for incoming first-year/transfer students will be available beginning in May. All students must pay all acceptance fees (to include the Housing Room Reservation Fee) to gain access to the Residential Life and Housing Link via the Bulldog Connection. Once new students have access to Bulldog Connection:

- Step I: Select the Student Resources tab.
- Step II: Click on the Residence Life and Housing Link.
- Step III: Enter your last name and your Student ID number (on the lines indicated).

NOTE: You will only be able to access the Online Housing Application if you have paid your Housing Deposit.

- Step IV: Click the link that says “Select Room”.
- Step V: Carefully read the terms and conditions of the Housing Contract and check the “I agree” box.
- Step VI: From the “Residence Hall” drop-down menu, choose the residence hall that you desire to live in.
- Step VII: From the “Room” drop-down menu, choose from any of the rooms that are still available.
- Step VIII: In the section titled, “Preferred Roommate”, indicate the name and Student ID of any preferred roommate that you may have. NOTE: The space will be held for your preferred roommate for 24 hours as he/she should enter the system and choose the same room as you as soon after you have completed your application as possible.
- Step IX: Click the submit button to submit your application.
- Step X: Once you have selected your Housing Assignment, you will be able to review the assignment by clicking on the corresponding link. The link will tell you the building, room, roommate, and cost of the residence hall you have selected.

Paper housing applications should only be submitted if a student does not have access to the internet. Paper applications will have a longer processing time. Should you elect to use a paper application, you will need to pay the Housing Deposit to the Cashier’s Office and then mail the paper Housing Application directly to:

Residence Life & Housing Office
South Carolina State University
P. O. Box 7385
300 College Street, NE
Orangeburg, SC 29117

You may also elect to fax your Housing Application to us at (803) 516-4742.

Student Personal Property Plan Insurance Coverage is available. You may request information about the insurance plan from the Housing Office.

Contacting the Housing Office can be done by emailing: scsuhousing@scsu.edu or by calling 803-533-3675, or 803-536-8560.

What’s Next?

Financial Aid

Have you applied for financial aid by completing a FAFSA (Free Application for Federal Student Aid) application?

If Yes

Did you list South Carolina State University as one of the schools to receive your financial aid information?

If Yes

Was your FAFSA processed by the U. S. Department of Education and an Expected Family Contribution provided?

If Yes

Then

Wait to receive a letter or email from the Office of Financial Aid at South Carolina State University confirming your financial aid status.

If No

Then

- Step 1: Go online to the web site: www.fafsa.ed.gov.
- Step 2: If you have gathered all information to begin filling out your FAFSA, skip steps 3 & 4 and proceed to step 5. If not, go to step 3.
- Step 3: If you are not sure what information is needed, click on each bulleted item under **BEFORE BEGINNING A FAFSA** and complete each section under that topic. This section requires you to gather required and other information ahead of time. South Carolina State University's School Code is: 003446.
- Step 4: Go back to the Home Page.
- Step 5: Begin filling out the FAFSA by clicking on **FILLING OUT A FAFSA**. Fill out the FAFSA, enter SC State's school code "003446", save the form, sign the FAFSA electronically with your PIN and have at least one parent to sign with his/her PIN if needed. Print the confirmation page for your records.
- Step 6: Review your results online by going to the Home Page (www.fafsa.ed.gov). Under **FAFSA FOLLOW-UP**, click on the appropriate heading to find the information you need concerning the status of your FAFSA. Once processed, if changes need to be made, open you saved FAFSA to make changes and/or corrections and submit your changes.
- Step 7: Allow approximately 2 weeks for processing and then log on to **Bulldog Connection** to view your financial aid status. To access **Bulldog Connection**, *set your web browser to the following URL:*

<https://luminis422.scsu.edu>. Then click on the link under “Having problems logging in?” to get a user name and password.

Step 8: Wait to receive a letter or email from the Office of Financial Aid at South Carolina State University confirming your financial aid status.

Observe SC State’s priority date and complete the FAFSA prior to May 1 for the upcoming school year. If you have questions, contact the Office of Financial Aid at:

Office of Financial Aid
South Carolina State University
P. O. Box 7386
300 College Street, NE
Orangeburg, SC 29117-0001
Tel: 803-536-7067, or 536-7042
Fax: 803-536-8420
Email: financialaid@scsu.edu

Get up to date financial aid information, account information, access to email and other University-related information via **Bulldog Connection**. To access **Bulldog Connection**, set your web browser to the following URL: <https://luminis422.scsu.edu>. Then click on the link under “Having problems logging in?” to get a user name and password.

What’s Next?

Orientation

The Student Success and Retention Program (SSRP) will mail to you an initial Orientation Packet that will contain the following:

1. A Welcome Letter from the Executive Director for Student Success and Retention
2. Orientation Dates by Majors
3. Description of Key Activities at Orientation
4. Orientation Checklists – What to do before Orientation, the day of Orientation, and after Orientation
5. SC State Colleges with their Department Majors

A second letter from the Student Success and Retention Program will follow with an invitation for you to attend the specially designed Orientation that lasts one full day, from 8:30 a.m. to 5:00 p.m., along with a **CONFIRMATION FORM** that must be returned within five (5) business working days.

Step 1: Complete the **CONFIRMATION FORM** and return it immediately. This allows the Student Success and Retention Program to schedule your orientation according to the major you have chosen.

Step 2: Return the CONFIRMATION FORM to the Student Success and Retention Program.

Step 3: Wait to receive a letter from the Student Success and Retention Program that will inform you of your orientation date and time.

You are encouraged to attend the orientation session specially designed for you. At that session, important information will be provided. In addition, you will:

- meet your College Dean, your department Chair, and other faculty;
- register for your next semester classes;
- secure your residential life (housing) assignment;
- pay all of your University fees;
- take your SC State photo identification (ID) card;
- receive your username and password;
- learn about essential campus resources, policies and procedures to help you chart a course of success from “**orientation to graduation.**”

You may contact the Student Success and Retention Program at:

Student Success and Retention Program
South Carolina State University
P. O. Box 7013
300 College Street, NE
Orangeburg, SC 29117-0001
Tel: 803-536-7142
Fax: 803-533-3724

What's Next?

Assessment and Payment of Tuition and Fees

Assessment of fees is performed in the Office of Accounts Receivable. Once you receive your billing statement (assessment) you will be given an opportunity to pay your tuition and fees in the Cashier's Office. You may pay your tuition and fees with **American Express, Visa or Mastercard**. You may also pay with a **Cashier's Check, Money Order**. The preferred methods of payment are Cash, Cashier's Check or Money Order.

Step 1: Check to see if all charges are correct.

- Step 2: If you are living on campus, make sure that **Housing**, a **Meal Plan** and **Tuition** charges are on your account detail.
- Step 3: If you are not living on campus, but want to eat your meals on campus, make sure that you have a **Commuter Block Meal Plan** on your account detail.
- Step 4: If there is an error for either of the items in steps 2 or 3, go to the appropriate office to have the correction made:

Housing problem - Residential Life Office
Meal Plan problem - Card One Office
Tuition problem - Accounts Receivable
Commuter Block Meal- Card One Office
Plan Problem

Bring your assessment (billing) statement with you in order to have excess funds credited to your “Card One” account, should you desire to do so for purchase of books, supplies, etc.

If you wish to pay tuition and fees of any kind at a time other than during an Orientation Session, you may contact the Cashier’s Office and pay with an American Express, Visa, Mastercard, Cash, Money Order, or Cashier’s Check. You may also access the University website and pay online.

If you wish to set up a “Tuition Payment Plan”, call: 800-635-0120, or visit the website: <https://www.tuitionpay.salliemae.com/scs>. Questions regarding this service may be answered by the Office of Accounts Receivable at 803-536-8077.

You may contact the Cashier’s Office at: 803-536-8885 or 803-536-8224

You may mail payments to: Treasurer’s Office
South Carolina State University
P. O. Box 7425
300 College Street, NE
Orangeburg, SC 29117-0001

Activating Your “My Bulldog Connection” Account

Your “My Bulldog Connection” Account is available through the University’s web portal. All official University communications (e-mail, announcements, system notifications, etc.) will be conducted via this information channel. Your “My Bulldog Connection” Account is also your link to your email, grades, registration information, financial aid, etc. Access to your “My Bulldog Connection” account begins with your Username and Password.

To look up your Username and Password for this account:

1. Go to: <http://www.scsu.edu/>;
2. Click on “**Current Students**”;
3. Click on “**Bulldog Connection**”;
4. Click on “**Click Here**” located under “How do I get a user name and password?”;
5. You will be prompted to enter the following information: your first and last name, Pin (the last 4 digits of your social security number) and your date of birth (Format: 00/00/0000);
6. Click “**Get Network Information**”.

You will receive the following information: **Banner/Campus ID, Banner Initial Pin, Username, Initial Password, and University e-mail address.** Your username and password is to be used to log on to computers on the campus network, sign in to [Blackboard](#), and access My Bulldog Connection. Your email account is automatically activated upon logging in to your Bulldog Connection account. To access your email, click the “email” icon at the top of your Bulldog Connection home page.

If you change your password when logging on to the windows network, this change will change your password for all applications. If you experience any difficulties accessing My Bulldog Connection or getting your Username and Password, please call (803) 516-4933 or send an email to helpdesk@scsu.edu including your username, campus wide id and the error message you received.

What’s Next?

Reporting to Campus for the Opening of School

You will have been informed by the Office of Student Success and Retention Program of the date and time to report to Campus for the opening of school. On the date that you were given to report to school, complete the following steps for moving in your dormitory room:

- Step 1: Go directly to the Residence Hall to which you have been assigned.
- Step 2: Upon your arrival, the residence hall staff will greet you. You will check-in to receive your room key and important information.
- Step 3: Pick up your Orientation itinerary from the Residence Hall director.
- Step 4: Move your belongings into your room.
- Step 5: Follow your schedule that is given to you.
- Step 6: If you are not living on campus, follow the schedule that was given to you at orientation for reporting to class.