Orientation for New Students

Policy and Procedure
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New Student Orientation Policy and Procedure

Policy: OUCN supports a full scale orientation of each newly admitted student. The College has tasked the Office of Student Affairs with providing an orientation experience that includes introduction to the student’s academic program, available resources specific to the student’s assigned site or campus and the resources provided by the OUCN.

Purpose: The purpose of this policy is intended to introduce newly admitted students to the academic program and inform them of available resources.

Scope: Office of Student Affairs
New Student Orientation Procedure

Students are introduced to OUHSC and OUCN representatives listed below.

- OUHSC Student Affairs and Counseling Services – To inform students of available programs and services
- OUHSC Bursar – to discuss student’s responsibilities associated with tuition and fees.
- OUHSC Financial Aid – To discuss available federal and non-federal student financial aid assistance
- OUHSC Campus Security – To inform of safety concerns resources available
- OUHSC Information Technology – To introduce students of available computer resources and establish student email accounts
- OUHSC Parking Services – To discuss student parking
- OUHSC Bird Library – To discuss resources available via the library
- OUHSC OneCard – Issue student identification cards
- OUCN Faculty – To discuss rigors and expectations associated with the academic program
- OUCN Information Technology – To clarify issues related to online or distance education

Revision History

<table>
<thead>
<tr>
<th>Revision</th>
<th>Effective Date</th>
<th>Description of Changes</th>
<th>Requested By</th>
<th>Approved By</th>
</tr>
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<tbody>
<tr>
<td>1.0</td>
<td>7/27/2011</td>
<td>Initial Release</td>
<td>Shawn Elwell</td>
<td>Assistant Dean for Student and Alumni Affairs</td>
</tr>
<tr>
<td>1.0</td>
<td>3/18/2014</td>
<td>Reviewed – no changes needed</td>
<td>S. Fix</td>
<td>Assistant Dean for Student and Alumni Affairs</td>
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