Welcome!

Be sure to take time to browse the resource tables, enjoy a snack in the Student Lobby and meet some fellow graduate students!
THIS IS GRADUATE SCHOOL.
Like us on Facebook: AUGradSchool
Find us on Twitter @ AUGradSchool
Follow us on YouTube: AUGGraduateSchool
We hope to see you this evening for the cook-out! Bring your family/guests! Never know who may show up!
Welcome!
THIS IS GRADUATE SCHOOL.
Dr. George Flowers
Dean, Graduate School
The Graduate School is housed in Hargis Hall

106 Hargis Hall
334-844-4700
gradadm@auburn.edu
Graduate School Staff

Dr. George Flowers  Dr. George Crandell  Chris Anthony  Minnie Bryant  Penny Christopher  Justin Gilbert  
Clint Lovelace  Jennifer Lovelace  Theresa Morgan  Megan Owens
Graduate School Staff

Sarah Razavi
Sherry Ray
Julie Reece
Donna Ryan
Julia Thompson
Leonard Vining

Departments:
Admissions
Matriculation/Advising
Student Services
Insurance
Q: I was admitted provisionally, what do I need to do during this first semester?
A: If your letter indicates that you have been accepted provisionally, please make sure to complete your Graduate School file as soon as possible to prevent delays in future registrations. If you are unsure of what you are missing, please refer to your acceptance letter. You may also contact jml0006@auburn.edu to find out more details. Students who are admitted provisionally will not qualify for federal financial aid.
Hot Topics for Graduate Students

Q: I was admitted as a non-degree student, do I qualify for financial aid?
No, only students who are admitted into a degree seeking program may qualify for and receive federal financial aid.

Q: How many hours are considered full-time?
A: 9 (nine hours) each term.

Q: How many hours qualify you for financial aid or deferring current loans?
A: 5 (five hours), Students may utilize the 7@@0/8@@0 form (found on the Graduate School website) for the purpose of loan deferment as well as to qualify for federal financial aid when a student is enrolled in less than 5 hours.
Hot Topics for Graduate Students

Q: What is required to maintain good Academic Standing?
A: You must maintain a GPA of 3.0 or higher to remain in good standing AND to qualify for financial aid and the Tuition Fellowship.

Q: What happens if my GPA falls below 3.0?
A: You will be placed on probation.

Q: What happens if I’m placed on probation?
A: You have 11 hours or two terms to bring your GPA back up to 3.0. Students will not be eligible for federal financial aid. Also, students who are on an assistantship will lose the in-state portion of the tuition waiver (thus the student will have to pay the in-state tuition rate).
Q: What happens if I’m not able to bring my GPA back up to 3.0 within the allotted time?
A: You will be suspended. To be able to continue in your program, your advisor and department head must approve a Remediation Plan.

Q: What happens if IN, NR or IP grades are not cleared within six months of the end of the term (graduation day)?
A: The IN, NR or IP grade is converted to an F and must be repeated.

Q: When must I complete a Graduation Check and submit and my Planner in DegreeWorks (Plan of Study)?
A: No later than the TERM BEFORE you plan to graduate.
Hot Topics for Graduate Students

Q: Am I required to enroll every semester?
A: Yes if you have an Assistantship. If you do not have an assistantship then you are not required to enroll every semester. However, as a policy graduate students must be registered for 2 out of the 3 terms in an academic year.

Q: May I take a Leave of Absence?
A: Students may request a leave of absence by completing the Leave of Absence Form.

Q: Where can I find a list of deadlines and important dates for Graduate Students?
A: The Graduate School Academic Calendar has these dates outlined several academic terms in advance.
Q: What is the time limit to complete a degree?
A: Master’s students have 6 years and Doctoral students have 10 years from the date the program is started.

Q: How many hours of tuition are covered under the Tuition Fellowship system if I have GTA/GRA/GA position?
A: Masters and Doctoral students receive the hours required for their program PLUS 10%; If a student chooses to complete a master and a doctoral degree at Auburn the student will receive the maximum hours allowed for both degree programs.

Q: How many semesters may I qualify to be on an assistantship?
A: The master’s degree is limited to 12 semesters and the doctoral degree is limited to 24 semesters.
Helpful Links/Resources

www.grad.auburn.edu, click on “STUDENTS”

Academic Resources:
- Academic Calendar
- Masters, EdS, and Doctoral Studies Checklist
- Forms
- FAQ
- Policies
- Versatile PhD

Funding:
- Cost of Attendance
- Thesis/Dissertation Research Grants
- Travel Grants

Assistantships:
- Guidelines
- Handbook
- Health Insurance
- Tuition Fellowship
THIS IS GRADUATE SCHOOL.
Ms. Sarah Razavi
Insurance Coordinator,
Graduate School
Student Insurance 15-16

Auburn University
Contact Information

• Insurance Coordinator
  Sarah Razavi
  228 Foy Hall
  insurance@auburn.edu
  (334) 844-4506
  - enrolls you with UHC
  - explains benefits and responsibilities
  - issues with United Health Care
Assistantships

• You are automatically enrolled each term if you have an assistantship or are an international student. The insurance begins August 16th for the Fall term and February 16th for the Spring/Summer Term.

• You can waive out of this insurance if you have your own.

• If you do not have an assistantship you can contact my office and fill out an OPT form which is a form for those students who want to optionally enroll in the insurance plan.
How do I pay for the insurance?

- Your insurance charge is put on your Bursar bill, if you add a dependent, they will also be charged on your bill.

<table>
<thead>
<tr>
<th>Term</th>
<th>With Assistantship</th>
<th>Without Assistantship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>$526</td>
<td>$976</td>
</tr>
<tr>
<td>Spring/Summer</td>
<td>$515</td>
<td>$965</td>
</tr>
</tbody>
</table>
What is my Deductible and Co-Insurance?

- At the AUMC you pay a $25 copay and your benefits are covered at 100%. However, for all other location visits you must pay 20% of the visit cost up to the maximum out of pocket and that percent will be your copay up to the out of pocket maximum.
- $250 per person per year deductible in-network
- $500 per person per year deductible out-of-network
FYI

• After Enrollment go to https://my.uhcsr.com and register your account. This will give you access to:
• Printing your I.D. card
• Checking claim status
• Updating Personal Information
• Contact UHC with a question
• Look up a Network Provider
• Review plan effective dates and benefits
• Lots of other information
I'm sick, now what do I do?

- If AU Medical clinic is open, you MUST go there first
- Once you have received treatment there, they can refer you to other physicians.
- There are other options of places to go if AU Medical Clinic is closed (i.e. Auburn Urgent Care)
Exceptions to the Rule

- You do not have to go to AUMC if....
- Medical emergency
- AUMC is closed
- More than 50 miles from AU
- But be aware that you will need to still see a preferred provider of UHC. You can find a list of these providers by going to https://my.uhcsr.com
Helpful Information

• Please go to the Graduate Student website and look under insurance to see a Prezi presentation that defines some insurance terms you may be unsure about, and please feel free to contact me at any time if you have questions.

• Sarah Razavi
• 228 Foy Hall
• Insurance@auburn.edu
• (334) 844-4506
War Eagle!
THIS IS GRADUATE SCHOOL.
India Napier
President, Graduate Student Council (GSC)
3 Ways to Interact with GSC

1. **Colloquia** (first Tuesday of every month; 12-1pm Student Center Ballroom)
   - Sept 1: *Navigating AU Health Services*
   - Oct 6: *Valuable AU Resources for Graduate Student Research*
   - Nov 3: *Body, Mind, and Goals: How to Maintain Mental and Physical Wellness While in Graduate School*

2. **Senate Meetings** (last Wednesday of every month; 7-8pm Broun 238)
   - Two senators representing each department
   - Open floor time for the public to make an announcement or voice an opinion

3. **Social Events**
   - Fri Aug 28 1-3pm Langdon Hall Annex: Popsicle Social
   - Sat Sept 26: AU vs Mississippi Tailgate
   - Mon Oct 26: Lunch with *PhD Comics* Creator Dr. Jorge Cham
     - Evening screening of *The PhD Movie 2*
   - Wed Nov 17: *Casino Royale Night*
THIS IS GRADUATE SCHOOL.
Dr. Len Vining
Special Projects, Graduate School
InterConnect

Americans hosting international guests
International Wives

Contact: Ms. Rhonda Cattley
Email: auinternationalwives@gmail.com

Americans are welcome!!
International Graduate Experience
(Univ 7000: CRN 14833)

- Understanding Culture
  - About Auburn University
  - Slavery/ civil rights
  - Values & friendships
  - Democracy & politics
  - Understanding Holidays
  - Football Mania 😊

- Engaging Culture
  - Football/Tailgating
  - Holiday Hosts
  - Auburn Family Friends
  - International Buddies
  - InterConnect

- Sign-up
  - Monday: 3:00-4:50 pm
  - 8 of 15 weeks
  - 0 credit hours
  - Davis Hall RM 255
  - CRN 14833 (Dr. Len)
Summary
InterConnect
International Wives
UNIV 7000
THIS IS GRADUATE SCHOOL.
Dr. Paul Harris
Associate Director, Honors College
National Prestigious Scholarship opportunities for Auburn University graduate students

Paul Harris, Associate Director Honors
paul.harris@auburn.edu
NPS Opportunities for graduate students
Chloe Josefson, Hannah Correia (Biological Sciences), Steven Boomhower (Psychology), & Johnathan Bolton (Aerospace Engineering) - 2015 NSF Graduate Research Fellows

Desmond Delk – Ph.D. student in Kinesiology – Fulbright candidate

Nighet Ahmed – doctoral student EFLT – 2015 Boren Fellow
THIS IS GRADUATE SCHOOL.
Susan McCallister
Associate Director, Public Safety
Public Safety at Auburn

• AU Public Safety & Security
  – Campus safety
  – Emergency management

• City of Auburn Public Safety
  – Police and fire services
  – In case of emergency – DIAL 911
Emergency Guidelines

• Being prepared is key
• Review guidelines and keep handy
• Important contact numbers on back

www.auburn.edu/emergency
Emergency Guidelines

• Official Auburn University App
  – Guidelines
  – Contacts
  – Push notification!
Suspending Operations

• University operations **automatically suspended** for sheltering or evacuation

• **Sheltering examples**
  – Duration of tornado warnings
  – Active shooter/lockdown

• **Evacuation examples**
  – Fire alarm
  – Other evacuation ordered by public safety officials
EMERGENCY!!!!
FOLLOW INSTRUCTIONS OF CERT TEAM
Severe Weather

• Tornado Warning
  – Take shelter immediately
  – Best available shelter areas – interior, lower levels

• Tornado Watch
  – Conditions favorable; monitor the weather
  – Two buildings open during Tornado Watches (24/7/365):
    • Greene Hall (College of Veterinary Medicine)
    • Draughon Library (main campus)
Emergency Notification & Timely Warning

• Emergency Notification (AU ALERT)
  – Ongoing threat requiring immediate action
  – Critical, time-sensitive information
  – All methods of notification usually used

• Timely Warning
  – Crimes that pose possible continuing threat
  – Usually sent via email from AU Public Safety & Security
Designed to reach YOU wherever you are!
New Channel – AU Access
OR: www.auburn.edu/emergencycontacts

Emergency Contacts

My Emergency Contacts
There are three types of emergency contact information. Please take a moment to make sure all of your contacts are up to date!

AU ALERT Emergency Notification
How we notify YOU of emergencies affecting campus
Add/Update AU ALERT Contacts
AU ALERT FAQ

General Emergency Contacts
Who we should notify if you’re involved in an emergency or crisis
Add/Update General Emergency Contacts

Missing Person Emergency Contacts
Who we should notify if the police determine that you’re missing
Add/Update Missing Person Emergency Contacts in SS8
Auburn University Missing Student Policy Statement

Tigers Athletics Events
Support your Auburn Tigers by attending the following AU Sporting Events in the coming weeks:

Info provided by auburntigers.com.

SGA/Facilities Construction

Welcome Susan M McCallister
You are currently logged in.
Blue Light Emergency Phones

• Approximately 130 on campus
  – Street corners, parking lots, other areas
  – Locations on campus map

• Push button to call for help
  – Dials 911 and identifies your location
  – Help is immediately dispatched
Automated External Defibrillators

• Over 50 on campus
  – Dining facilities
  – Athletic facilities
  – Public gathering and high occupancy areas
  – Locations shown on campus map

• Fully automated
  – Remove from cabinet and follow prompts
Reporting Crimes & Concerns

- All crimes should be immediately reported to the City of Auburn
  - Emergency: **DIAL 911**
  - Non-Emergency: 334-501-3100
- Safety concerns can be reported to either:
  - City of Auburn (numbers above)
  - Department of Public Safety & Security: 334-844-8888
Night Security Shuttle

• Operates 7 days/week when classes are in session
  – No university holidays or home football games
• Hours: 6 pm to 7 am
• Provides safe ride on campus

334-844-7400
Campus Safety Guide

• Annual security and fire safety report
• Published each year by October 1st
• Policy statements
• Crime prevention and general safety information

• Crime and fire statistics for previous 3 years
  www.auburn.edu/campussafety
Stay Connected!

• AU Public Safety & Security
  334-844-8888

• Twitter: @AUEmergencyMgmt

• Facebook: Auburn University Public Safety – Emergency Management
  www.facebook.com/aupublicsafetyem
THIS IS GRADUATE SCHOOL.
Don Andrae
Manager, Parking Services
Mission

Facilitate safe and convenient access to Auburn University while encouraging alternative modes of transportation.
Don Andrae – Manager of Parking Services
Telephone: 844/334-4143
E-mail: dza0015@auburn.edu
THIS IS GRADUATE SCHOOL.
Kelley Taylor
Director, AA/EEO, ADA, Title IX
Office of AA/EEO & Title IX Coordinator

Kelley Taylor, Director
ph. 844-4794
taylokg@auburn.edu
AU’s EEO Policies

- Auburn University prohibits discrimination or harassment based on:
  - Race
  - Color
  - National Origin
  - Religion
  - Age
  - Disability
  - Protected Veteran Status
  - Sex (including sexual orientation, gender identity or gender expression)
AU’s EEO Policies Protect:

- You
- Faculty
- Staff
- Undergraduate Students
Requirements of GTAs

• If approached by a student to discuss a “confidential matter,” YOU CANNOT PROMISE COMPLETE CONFIDENTIALITY for some situations. You CAN promise “discretion.”

• Suggest that students desiring complete secrecy in a discussion contact a TRULY confidential campus resource, such as the Student Counseling Center or Safe Harbor.
Important Take-Aways:

• GTA’s are FORBIDDEN from dating, making advances toward, or attempting to date students they teach or supervise. PERIOD.

• GTA’s are “responsible AU employees” who MUST REPORT potential Title IX violations when they become aware of them to the Title IX Office (e.g., sexual harassment, sexual assault, dating/domestic violence, and stalking).
ALSO …

• Title IX regulations REQUIRE universities to accommodate pregnant and parenting students in class and other activities.

• This may include excusing pregnancy-related medically-documented absences in excess of the limit stated in your syllabus.

• For assistance, consult with your Associate Dean of Instruction, or refer to http://www2.ed.gov/about/offices/list/ocr/docs/dcl-know-rights-201306-title-ix.pdf.
Questions?

Office of AA/EEO & Title IX
317 Foy Hall
844-4794
taylokg@auburn.edu
THIS IS GRADUATE SCHOOL.
Dr. Doug Hankes
Director, Student Counseling Services
THIS IS GRADUATE SCHOOL.
Tim Gore
Assistant Director, Campus
Recreation Membership
Wellness Center Video
THIS IS GRADUATE SCHOOL.
Yeah, Write
Miller Writing Center
auburn.edu/writingcenter
The Miller Writing Center has:
- trained tutors who can help you with any writing
- RBD Library and other campus locations

The Miller Writing Center is:
- Free
- Open Sunday-Thursday
- The place for writing assistance on campus

The Miller Writing Center can:
- Help talk through ideas
- Offer writing strategies
- Give thoughtful reader responses
- Help with revisions of long/short projects
- Teach you how to edit and proofread
- Address specific writing issues—from punctuation to writer’s block
Meet other graduate-level writers.
Set goals.
Get writing done.
Get feedback from Consultants.
Join discussion and information sessions.

Four Fridays each semester:
1:00-4:00pm in RBD Library

Aug. 28, Sept. 18, Oct. 23, Nov. 20

auburn.edu/writing/writefest
• Spring Break and Summer

• 2-3 days of intensive writing

auburn.edu/writing/bootcamp
THIS IS GRADUATE SCHOOL.
Places

Ralph Brown Draughon Library (RBD)

Located at Mell and College Streets
Library of Architecture, Design, and Construction (LADC)

Located in Dudley Commons
Charles Allen Cary Veterinary Medical Library (Vet Med)

Located in Greene Hall
Collections

• 3.2 million volumes
  – 2.6 million government documents, 2.5 million microforms, and over 148,000 maps. The Libraries receive over 35,000 current periodicals, many of which are available online.

• The library also provides access to over 227 electronic databases and has over 10 million archival and manuscript items.
For Graduate Students

Courier Service: Have library materials delivered to an Auburn University departmental office or between AU's Main and branch libraries.

**AUBIExpress**: Have articles and book chapters delivered to you electronically.

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### Graduate Student and Faculty Study Room

<table>
<thead>
<tr>
<th>Item Limit:</th>
<th>100</th>
</tr>
</thead>
<tbody>
<tr>
<td>Loan Periods:</td>
<td>90 days for regular checkouts; 1 day for bound journal checkouts</td>
</tr>
<tr>
<td>Renewal Limit:</td>
<td>3 times prior to the due date</td>
</tr>
</tbody>
</table>
www.lib.auburn.edu
askalibrarian.auburn.edu
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