

Quick Reference List
Where To Go For Information At Penn State Behrend

| For Information On: | Go To: | Call (814) 898- |
|--|---|------------------------|
| Academic Programs | | |
| Black School of Business | Research and Economic Development Center (REDC) | 6107 |
| School of Engineering | Research and Economic Development Center (REDC) | 6153 |
| School of Humanities & Social Sciences | Irvin Kochel Center | 6108 |
| School of Science | Prischak Bldg. | 6105 |
| Nursing Program | 140 Otto Behrend Science Bldg. | 7583 |
| Access Account (computer account) | G.E. Foundation Computer Center – Hammermill Bldg. | 6415 |
| Adult Learner Services | Center for Adult Students - 20 Erie Hall | 6700 |
| Admissions | Admissions Office – Glenhill Farmhouse | 6100 |
| Advising Center | Division of Undergraduate Studies - 1 Reed Union Bldg. | 6260 |
| Alumni Programs | Logan House | 6159 |
| Army ROTC | Logan Carriage House | 7279 |
| Athletic Programs | Junker Center | 6180 |
| Auditing Courses | Registrar’s Office – 12 Erie Hall | 6104 |
| *Bill Payment/Information | Bursar’s Office – 11 Erie Hall | 6224 |
| Bus Schedule | Reed Information Desk – Reed Union Bldg. | 6242 |
| Campus Ministry | Larry and Kathryn Smith Chapel | 6610 |
| Career Services | Career Development Center – 1 Reed Union Bldg. | 6164 |
| Continuing Education | Logan Carriage House | 6103 |
| Change of Assignment (campus location) | Registrar’s Office – 12 Erie Hall | 6104 |
| Change of Major | Registrar’s Office – 12 Erie Hall | 6104 |
| Child Care | Early Learning Center – 5450 Merwin Lane | 6175 |
| Credit by Examination | Registrar’s Office – 12 Erie Hall | 6104 |
| Deferred Grades | Registrar’s Office & Instructor of Course | 6104 |
| Disability Services | Office of Educational Equity & Diversity Programs – 115 Reed Union Bldg. | 6111 |
| Division of Undergraduate Studies (DUS) | 1 Reed Union Bldg. | 6260 |
| Educational Equity Programs | Office of Educational Equity & Diversity Programs – 115 Reed Union Bldg. | 6111 |
| Emergencies | Police Services – 10 Erie Hall | 6231 |
| Evening Credit Program | Center for Adult Students – 20 Erie Hall | 6700 |
| *Financial Aid | Financial Aid Office – Glenhill Farmhouse | 6162 |
| Graduate Programs | Black School of Business – REDC | 6107 |

| For Information On: | Go To: | Call (814) 898- |
|----------------------------------|--|------------------------|
| Graduation | Registrar's Office – 12 Erie Hall | 6104 |
| Honors Program | Dr. John Gamble – 156 Irvin Kochel Center | 6140 |
| Housing – On Campus | Housing and Food Services – Senat Hall | 6161 |
| Housing – Off Campus | Office of Student Activities – Reed Union Bldg. | 6171 |
| Leave of Absence | Registrar's Office – 12 Erie Hall | 6104 |
| Lost and Found | Police Services – 10 Erie Hall | 6101 |
| Noncredit Programs | Continuing Education – Logan Carriage House | 6103 |
| Parking Permit | Police Services – 10 Erie Hall | 6101 |
| Personal Counseling | Personal Counseling Office – 1 Reed Union Bldg. | 6504 |
| *Placement Tests | Division of Undergraduate Studies - 1 Reed Union Bldg. | 6260 |
| Re-enrollment | Registrar's Office – 12 Erie Hall | 6104 |
| *Registration | Registrar's Office – 12 Erie Hall | 6104 |
| Scholarships | Financial Aid Office – Glenhill Farmhouse | 6162 |
| Sexual Harassment Concerns | Dr. Ken Miller – 115 Reed Union Bldg. Ms. Mary Beth McCarthy – 1 Reed Union Bldg. | 6111 6164 |
| Student Affairs | Office of Student Affairs – 115 Reed Union Bldg. | 6111 |
| Student Government | Student Government Office – Reed Union Bldg. | 6220 |
| Student Loans | Financial Aid Office – Glenhill Farmhouse | 6162 |
| Student Newspaper | <i>Behrend Beacon</i> Office – Reed Union Bldg. | 6488 |
| Student Organizations/Activities | Office of Student Activities – Reed Union Bldg. | 6171 |
| Study Abroad | Learning Resource Center - 203 John M. Lilley Library | 6140 |
| *Transcript Request | Registrar's Office – 12 Erie Hall | 6104 |
| *Tuition Information | Bursar's Office – 11 Erie Hall | 6224 |
| Tutoring/Study Skills | Learning Resource Center - 203 John M. Lilley Library | 6140 |
| Veterans Affairs | Financial Aid Office – Glenhill Farmhouse | 6335 |
| *Withdrawal from the University | Registrar's Office – 12 Erie Hall | 6104 |
| World Campus Courses | Center for Adult Students - 20 Erie Hall Continuing Education – Logan Carriage House Registrar's Office – 12 Erie Hall | 6700 6103 6104 |
| *Work-Study Program | Financial Aid Office – Glenhill Farmhouse | 6162 |

*Information on these topics and other student topics can also be found on eLion at www.eLion.psu.edu.

Penn State Erie, The Behrend College
Services, Facilities, Office Hours

Academic Offices for Advising and Information

If you have a question pertaining to academic requirements for your major or would like to locate a faculty member or adviser, contact the appropriate academic unit:

Division of Undergraduate Studies – 814-898-6260

www.behrend.psu.edu/academic/dus/dusindex.htm
Location: 1 Reed Union Bldg.

Sam and Irene Black School of Business – 814-898-6107

www.behrend.psu.edu/academic/business/index.htm
Location: REDC

School of Engineering – 814-898-6153

www.behrend.psu.edu/academic/engineering/index.htm
Location: REDC

School of Humanities and Social Sciences – 814-898-6108

www.behrend.psu.edu/academic/hss/index.htm
Location: Irvin Kochel Center

School of Science - 814-898-6105

www.behrend.psu.edu/academic/science/index.htm
Location: Prischak Bldg.

Nursing Program – 814-898-7583

www.behrend.psu.edu/cde/nursing/
Location: Otto Behrend Science Building

You may also contact the College Registrar's Office after 5:00 p.m. Monday through Thursday at 814-898-6104 and your message will be forwarded to the appropriate office.

Admissions

www.behrend.psu.edu/admissions.htm

Nondegree and provisional students who plan to earn a Penn State degree must be admitted to degree status. Nondegree and provisional students are eligible to apply for admission to an associate

degree after completing nine credits with a 2.0 overall grade-point average or a baccalaureate degree program after completing eighteen credits with a 2.0 overall grade-point average. In addition, any Carnegie Unit requirement (math and/or foreign language) of the college of enrollment must be satisfied by completing college level substitutes. Courses taken at other regionally accredited colleges or universities may be accepted for transfer when students are admitted to degree status. If you have any questions about admission to degree status, please call the Admissions Office.

Location: Glenhill Farmhouse, second floor
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
Phone: 814-898-6100

Athletics, Fitness, and Recreation

www.behrend.psu.edu/athletics/athletics.htm

The gymnasium and Jageman Fitness Room with Nautilus equipment, free weights, and cardiovascular machines are available for your use and enjoyment. Tennis courts as well as playing fields are also available. The jogging/walking track is available when the Bldg. is open.

Location: Junker Center
Hours: 8:00 a.m. – 7:00 p.m., Monday – Friday
Pool: Noon – 2:00 p.m., Monday – Friday
Jageman Fitness Room: 11:00 a.m. - 7:00 p.m.,
Monday – Friday
Phone: 814-898-6163

Bookstore

<http://behrend.bkstore.com/bkstore/content>

Extended hours at the beginning of the summer sessions will be posted. The Bookstore accepts cash, checks (with I.D.), MasterCard, Visa, American Express, Discover, and Lion Cash.

Location: Reed Union Bldg., first floor
Hours: 8:00 a.m. – 4:30 p.m., Monday - Friday
Phone: 814-898-6236

Bruno's Café

www.hfs.psu.edu/erie/brunos/

If your busy schedule is causing you to skip meals, or you feel like you need a coffee or juice break, stop in and check out Bruno's coffee shop or Dobbins menu. For your convenience, Lion Cash can be added to your Penn State ID+ card. Contact the ID office at 814-898-6035 for details. Lion Cash can be accepted to purchase drinks, pizza, subs, and snacks.

Location: Reed Union Bldg., second floor
Hours: 7:30 a.m. - 10:30 a.m., Monday - Friday
Phone: 814-898-6234

Location: Dobbins Hall, second floor
Hours: 10:30 a.m. - 1:30 p.m., Monday - Friday
Phone: 814-898-6378

Bursar's Office

www.behrend.psu.edu/student/bursar/index.htm

Contact the Bursar's Office (Finance Office) for questions regarding payment of student bills, distribution of paychecks, refunds, or endorsing loan checks.

Location: 11 Erie Hall
Hours: 8:00 a.m. – 5:00 p.m., Monday - Friday
Phone: 814-898-6224 Fax 814-898-7146

Career Development Center

www.behrend.psu.edu/student/cdc/index.htm

The Career Development Center offers career, internship, graduate school, and job search counseling. Other services include a career resource lending library, and a job posting service.

Location: Reed Union Bldg., first floor
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
Phone: 814-898-6164

Center for Adult Students

www.behrend.psu.edu/academic/adult/index.htm

Penn State defines an adult learner as anyone who meets one or more of the following criteria: 24 years of age or older, a veteran of the armed services, returning to school after four or more

years of employment, homemaking or other activity or assuming multiple roles such as parent, spouse/partner, employee and student.

Behrend has an array of options for the adult learner pursuing higher education. Whether you are taking just one course to enhance your work skills or entering a degree program, there is staff available to assist you.

Visit the Center's web site to gain information on beginning your studies at Behrend, and learn about services and resources available to adults.

Location: 20 Erie Hall
Hours: By appointment; evening appointments available.
Phone: 814-898-6700

College Registrar

<http://www.behrend.psu.edu/academic/registrar/index.htm>

For questions regarding registration, academic procedures and deadlines, utilizing eLion and student records, please call the Office of the College Registrar.

Location: 12 Erie Hall
Hours: 8:00 a.m. – 7:30 p.m., Monday -Thursday
8:00 a.m. – 5:00 p.m., Friday
Phone: 814-898-6104

Computer Center

www.behrend.psu.edu/compcntr/compindex.htm

The Behrend College Computer Center will offer a variety of computer labs and work stations during the summer 2009 class sessions. Availability of some areas will vary due to minor lab renovations and normal summer computer upgrades. Weekday daytime hours of operation will be observed in the Hammermill 139, Nick 155 and Witkowski 109 labs. Additionally, the following areas will provide 24/7 card swipe access: the Hammermill 135 Cyber Lounge, Nick 156, REDC 153, REDC 175, and REDC 176 labs. There are many summer outreach, freshman orientation, and staff development programs occurring simultaneously with the summer instructional courses. To avoid interrupting a reserved event or class, please check the lab

reservation schedule posted outside of each lab prior to entering.

Penn State Access Accounts are required to utilize any of the Computer Center's lab facilities. Access Accounts are provided to all students and can be retrieved at computerized Signature Stations found in the Registrar's Office (12 Erie Hall), in the Reed building (outside of Bruno's) and in the Hammermill 135 Cyber Lounge.

The Hammermill Help Desk will be staffed as noted below. Support services provided at this location include hardware and software consulting, software installation support, anti-virus and VPN application support, dial-in modem support, and black & white laser printing.

Questions, including lab availabilities, can be directed to the Computer Center's Hammermill Help Desk at 814-898-6415 or the bditHELP@psu.edu email address.

Hammermill Help Desk Hours:

Summer – classes in session:

8:00 a.m. – 7:00 p.m., Monday - Thursday

8:00 a.m. – 5:00 p.m., Friday

Closed weekends

Summer - classes not in session:

8:00 a.m. – 5:00 p.m., Monday – Friday

Confidentiality of Student Records

The University will disclose no information from records, files, and data directly relevant to a student to anyone outside the University without the written consent of the student, except pursuant to lawful subpoena or court order. Such information may be shared by officials within the University if appropriate. The following information may be released without student consent: name, address, telephone number, date and place of birth, major, enrollment status, student activities, weight/height, dates of attendance, and name and address of parents, guardian, or spouse, date of graduation, degrees and awards received, and most recent educational institution attended. Any student wishing to restrict the release of this directory information must complete a form available in the Registrar's Office. Timing of the request may preclude restricting the publication of such information in some directories and other published materials.

For further information regarding the confidentiality of student records, please refer to Policies and Rules at: psu.edu/ufs/policies/

Copy and Multimedia Center (CMC)

www.behrend.psu.edu/misc/miscIndx.htm

Photocopies are one of the most common needs of students and the Copy and Multimedia Center provides these services to the students, faculty and staff of Penn State Behrend. Copiers are located in the John M. Lilley Library, the Reed Union Bldg., the Otto Behrend Science Bldg., and the REDC Bldg. All campus copiers use the Penn State ID+ card as the only method of purchasing copies. Cash cannot be accepted; copies are ten cents each.

A self-serve transparency copier is located in the CMC office and available to students for immediate use during regular office hours. Transparencies cost fifty cents each and students can pay with cash or the ID+ card. CMC provides other services including resume copying, color copies, color transparencies, binding, laminating, scanning, and faxing to students at a reasonable cost. Processing of any student project usually requires at least two hours lead time. Students can also sign out equipment such as camcorders and tripods for class-related use.

Location: 75 Irvin Kochel Center

Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday

Phone: 814-898-6121

Disability Services

www.behrend.psu.edu/student/disability.htm

Penn State Erie provides services for students with ADA documented disabilities including: physical, hearing, visual, and learning ADD and psychological disabilities.

Interested persons and individuals with disabilities should direct all questions concerning services to the Office of Disability Services.

Location: Student Affairs

115 Reed Union Bldg

Hours: 8:00 a.m.–5:00 p.m., Monday–Friday

Phone: 814-898-6111

Division of Undergraduate Studies

www.behrend.psu.edu/academic/dus/dusindex.htm

The Division of Undergraduate Studies is an academic unit of enrollment for students who are exploring different majors and various career opportunities. Students can normally enroll in DUS for up to four academic semesters during their pre-major freshman and sophomore years. DUS at Penn State Behrend also functions as an academic resource for students in any Penn State major.

Location: 1 Reed Union Building
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
Phone: 814-898-6260

Early Learning Center

www.behrend.psu.edu/affairs/childcare/index.htm

The Penn State Behrend Early Learning Center is a NAEYC accredited preschool and child care program for children between the ages of six weeks and six years. Experienced, degreed teachers and low staff-to-child ratios ensure the highest quality care. Children of Penn State students, faculty, staff, and alumni are entitled to discounted rates.

Information about child care subsidy for Penn State student parents is available at:
www.behrend.psu.edu/affairs/childcare/studentaid.htm

Location: 5450 Merwin Lane (in Knowledge Park)
Hours: 7:00 a.m. - 6:00 p.m., Monday – Friday (year-round)
Phone: 814-898-6175

eLion

www.elion.psu.edu

eLion is a valuable electronic resource intended to supplement student/advisor relationships and engage students in interactive inquiry for informed educational planning. eLion includes:

- **Academic Advising and Academic Records:** provides students with expert-based academic advising, including tailored responses based on individual student input, student academic history and University Policy. It also provides students with access to their academic records. Student access ranges

from viewing grades, transcript information, and current course schedules to updating address information and requesting email copies of degree audits.

- **Academic and Advising References:** provides hypertext links to those official University documents and publications critical to academic advising and to the internal operations of eLion.
- **eLion Index:** provides a comprehensive list of the topics contained within eLion and search engines for the eLion web pages.

Students **must have** a current Access Account provided by the Accounts Office to gain access to student academic information on eLion.

Hours: 7:45 a.m. – 3:00 a.m. (Eastern Time), seven days a week

Emergencies

Campus Office of Police Services officers are on duty on a twenty-four hour basis and can be contacted at 814-898-6101. In the event of an emergency call 911.

Thirty-one emergency telephones are located on campus. Each outdoor phone is mounted in a brown tower with a blue light on top. The indoor phones are red call boxes with EMERGENCY printed on them. Touching the button located next to the speaker grill activates the phone and it will automatically dial Office of Police Services where a dispatcher will answer the call. These telephones can be used to report a criminal incident, fire, illness, suspicious person, or any other type of emergency. You will find these phones located throughout the campus and in residence hall areas. Safety escorts are also provided on a case-by-case basis. Escort availability is limited by two factors: on-campus use only and the availability of staff.

Evening Offered Majors

www.behrend.psu.edu/academic/adult/programs.htm

Penn State Behrend offers three Associate degree programs and three Baccalaureate degrees for evening completion. The Associate Degrees are General Business (2GBBC), Liberal Arts (2LABC) and Mechanical Engineering

Technology (2 MET). Baccalaureate degrees include Management-General Option (MANGT), General Arts and Sciences-Liberal Studies Option (GAS) and Mechanical Engineering Technology (METBD).

In addition to degree programs, there are certificate programs offered through the Black School of Business and the School of Engineering.

Financial Aid

www.behrend.psu.edu/admissions/finaid/index.htm

Part-time degree and provisional students may apply for financial aid by completing the Free Application for Federal Student Aid (FAFSA). The 2008-09 FAFSA must be completed for Summer 2009 financial aid consideration; the 2009-10 FAFSA must be completed for the 2009-10 academic year. Eligibility depends on a number of factors including income, household size, number of students in college, and satisfactory academic progress. The FAFSA should be completed on-line at www.fafsa.ed.gov. Penn State's FAFSA school code is 003329.

Contact the Financial Aid office for details on all sources of aid.

Location: Glenhill Farmhouse, second floor
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
Phone: 814-898-6162
Email: behrendfinaid@psu.edu

The Gazebo at Dobbins

The Gazebo at Dobbins will have limited service available. Stop by for lunch and enjoy freshly made hot items from our Grille, or select items from our made-to-order pasta or wok stations, which rotate on a daily basis. A variety of cold grab and go salads and sandwiches will also be available. Seating is available. Cash and Lion Cash+ is accepted. For your convenience, Lion Cash+ can be added to your Penn State ID+ card. Contact the ID office at 898-6035, or go to www.idcard.psu.edu for details.

Location: Dobbins Dining Hall
Hours: 10:30 a.m. – 1:30 p.m., Monday – Friday
***May 18 – August 14th**
***Closed May 25 – 29**
Phone: 814-898-6378

Health and Wellness Center

www.behrend.psu.edu/student/health/index.htm

The Health and Wellness Center provides comprehensive health services for students, including complete women's health care, immunizations, and allergy injections.

Appointments are requested; however walk-in patients are welcome and will be worked into the schedule. There is a nominal fee for consultations with the physicians and nurse practitioner. Medication is available at minimal cost. Charges for all services and medications are billed to the student's account. Detailed receipts with the appropriate ICD9 and CPT codes are provided for students to submit to their insurance carrier. It is recommended that all students have medical insurance; Penn State student insurance applications are available at the Center.

Location: Temporarily relocated to the basement of Erie Hall May 12 until August 4, 2009

Permanent Location: Carriage House

*Hours: 8:00 a.m. – 5:00 p.m., Monday – Thursday
9:00 a.m. – 5:00 p.m., Friday
Phone: 814-898-6217

***The Health and Wellness Center is closed for the month of July. Please call the Office of Police Services at 898-6231 if you have an emergency after hours or during July.**

ID Office

A student identification card (id+ card) is issued to all new students before or during their first enrollment period at the University. It is the student's responsibility to have a photograph taken upon arrival. This card, bearing the student's name, photograph and ID number, should be carried for proper student identification, library access, Junker Center access, book buy back, room access, meal plans and copy, merchants, vending and newspaper services.

If the card is lost or stolen, students should immediately inform the Housing, Food Service, id+ office (814-898-6161) and check the Office of Police Services lost and found. The University is not responsible for expenses resulting from the loss, theft or misuse of the card. Lost or stolen

cards will be replaced for a fee of \$15.00. Fraudulent use of this card will result in disciplinary action.

Location: 004 Senat Hall, lower level
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
Phone: 814-898-6161

Learning Resource Center

www.behrend.psu.edu/academic/lrc/index.htm

The Learning Resource Center provides free tutoring. This summer, tutoring is available for writing, math courses through Math 141, and 004 during the 7-week session on a drop-in basis. Drop-in hours are posted outside the Center. Tutoring for study skills is offered by appointment.

Study abroad information is also available as well as information about fellowships and scholarships.

Location: 203 John M. Lilley Library
Hours: As posted outside of Center
Phone: 814-898-6140

John M. Lilley Library

www.libraries.psu.edu/psul/erie.html//index.htm

With its inviting atmosphere, comfortable study space and printed and electronic resources, the John M. Lilley Library provides an ideal setting for study and research.

The library houses over 135, 000 volumes and subscribes to more than 400 serial titles. Students, upon presentation of their Penn State ID card, have access and borrowing privileges throughout the Penn State system. A wide array of electronic databases and journals is also available.

Location: John M. Lilley Library, adjacent to Irvin Kochel Center

Hours: Monday-Thursday, 8:00 a.m. to 8:00 p.m.;
Friday, 8:00 to 5:00 p.m.;
Saturday, 11:00 a.m. to 3:00 p.m.;
Sunday, closed. See Library web page or front door of the Library for holiday hours and other exceptions.

Phone: 814-898-6106

Parking Permits

<https://secure.bd.psu.edu/parkingpermit/welcome.cfm>

All students must register their automobile or motorcycle if the vehicle is parked or operated on campus. Parking fees are available upon request. Summer parking permits can be requested on-line. Temporary parking permits are available at the Office of Police Services and may be obtained for \$4 per day. Parking permits are valid for parking only in the areas designated in the Parking Handbook, which is available at the Office of Police Services and on their web site. Parking permits are required 24/7.

Location: 10 Erie Hall
Hours: 7:30 a.m. – 7:30 p.m., Monday – Thursday
7:30 a.m. – 5:00 p.m. Friday
Phone: 814-898-6101

Personal Counseling

www.behrend.psu.edu/student/counseling/index.htm

If you are having problems such as stress, depression, anxiety, relationships, family or academics, the Personal Counseling staff offers free and confidential services to all Behrend students.

Location: Reed Union Bldg., first floor
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
Phone: 898-6504

This office is closed for the month of July. Please call the Office of Police Services at 898-6231 if you have an emergency after hours or during July.

Policies and Rules

psu.edu/ufs/policies/

Online document published by the University as a reference for information, regulations, policies, and rules that pertain to all students and faculty.

Policy of Smoking

Smoking of any material is prohibited in all facilities.

Reed Union Information Desk

www.behrend.psu.edu/student/rubdesk/rubdesk-index.htm

The Reed Union Building Information Desk (located within the Office of Student Activities) is the central location where students, faculty, staff and visitors can obtain a variety of information. This includes directory assistance for students,

faculty, and staff; directions to specific offices on campus; information about upcoming events; E.M.T.A route schedules; and club/organization meeting locations and events. Specifically, the desk sells E.M.T.A bus passes, balloons, and postage stamps; handles campus locker rentals; coordinates tickets and/or sign-ups for campus and University events; and offers notary service.

Location: Reed Union Bldg., first floor
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
(Summer)
Phone: 814-898-6242

Transcripts registrar.psu.edu

If you are not a Penn State student and need a copy of your transcript for your primary college of attendance, official transcripts must be ordered from the Transcript Department, 112 Shields Bldg., University Park, PA 16802. They can be ordered on the web, through eLion, or by using the printable Official Transcript Request Form, available on the University Registrar's web site at registrar.psu.edu. Click on forms to print and choose Official Transcript Request Form. There is a \$6.00 fee for each transcript.

Vending Machines

Coffee or soda machines are located in the upper level of Turnbull Hall, upper level of Nick Bldg., Otto Behrend Science Bldg., Hammermill Bldg., REDC, Junker Center, upper level of Erie Hall, lower level of Reed Union Bldg., upper level of the Irvin Kochel Center. Many of these machines accept the Lion Cash feature on the ID+ card.

Veteran Affairs Office www.behrend.psu.edu/admissions/finaid/veterans.htm

The campus Veteran Affairs Office provides assistance to active-duty personnel, reservists, veterans, and their eligible dependents.

Individuals on campus who may be eligible for VA education benefits must apply to access benefits. This one-time application for Chapters 1606, 1607, 30, 31, 32, 33, 35, 901, and 903 should be completed as soon as possible. Students will need to provide supporting documentation such as the member 4 copy of a

DD 214, the NOBE (Notice of Basic Eligibility) and the DD 295. Because each chapter has specific eligibility requirements, an appointment with a veteran counselor is required. Enrollments will be certified each semester to the Department of Veteran Affairs (DVA). Eligibility for VA education benefits can only be determined by the DVA.

All armed forces personnel who have completed basic training are eligible to apply for health and ESACT credits, regardless of their eligibility for education benefits. The Request for Credit Acquisition form is available in the campus VA office.

Veterans who are Pennsylvania residents are given priority for Pennsylvania state grant consideration. These monies are accessed via FAFSA (Free Application for Federal Student Aid). The FAFSA must be processed by May 1st of the upcoming academic year. For additional information, contact the Financial Aid office.

Penn State allows first-year veterans to defer their tuition for the first semester of enrollment. This request must be made in person in the campus VA office.

Location: Glenhill Farmhouse, 2nd floor,
Financial Aid Office
Hours: 8:00 a.m. – 5:00 p.m., Monday – Friday
Phone: 814-898-6335

World Campus www.worldcampus.psu.edu

Penn State's World Campus offers on-line courses and degree programs for today's busy student lifestyle. Courses can be completed on-line and are completed during the timeframe of a semester or summer session.

Courses are a part of your Penn State academic record. Where applicable, courses can be used to fulfill requirements of your Penn State Behrend degree. Mix World Campus courses and Behrend courses in a given session or semester. Financial aid available to eligible students.

TOP 10
list of things to do ASAP



1. Smile when you get your Photo ID taken.
2. Secure your Access Account
3. Pay your bill – eLion.psu.edu
4. Obtain a parking permit and avoid those tickets!
5. Meet with your academic adviser to discuss your educational plans.
6. Visit the Financial Aid Office, as needed.
7. Check out and utilize campus resources...we have many. Learn how to use the Library and Learning Resource Center.
8. Make arrangements with our Early Learning Center, if needed.
9. Get involved in organizations, intramurals, and other activities.
10. Identify a support network both on and off campus to help with the transition to college.

For advising assistance, contact Bidy Brooks at 814-898-6700 or bab9@psu.edu