On your way to becoming a Golden Eagle

Invitation to Advisement & Registration
Welcome to the University of Minnesota Crookston!

You have made a great decision in choosing to attend the University of Minnesota Crookston (UMC). Here at UMC, we take pride in providing a world-class education in a friendly, close-knit campus setting. Personal attention and the University of Minnesota brand of excellence are hallmarks of our campus. They are what we mean by “Small Campus. Big Degree.”

We care a lot about your success. Faculty and staff are here to support—and challenge—you in your learning. Opportunities for you to excel can be found throughout the campus. From day one on, take an active role and learn as much as you can about the people and programs here. Engage with your academic advisor and faculty members and get to know others, including your fellow students. Be open to exploring courses, topics, and perspectives that are new to you.

If you have any questions or concerns as you navigate your way through the registration process or look ahead to starting your studies, let us know right away. We’re eager to serve as your guide as you learn your way around UMC.

Plan now to attend the orientation activities prior to the start of the school year. Orientation is a great way to meet other new students, as well an opportunity to get to know the “ins and outs” of campus. A highlight of orientation is “Meet Crookston through Service,” which is a great introduction to the City of Crookston and the service role that distinguishes UMC student organizations.

I look forward to meeting you this fall, and I wish you the very best in all your endeavors.

Sincerely,

Barbara J. Keinath, Ph.D.
Interim Chancellor
The Advisement & Registration program is intended to give new students an introduction to the academic life at the University of Minnesota Crookston and a sense of the commitment required to pursue a bachelor’s degree. During the Advisement & Registration program, new students will be advised on degree, major, and course requirements and are assisted in the course selection process. Students will leave with their semester schedule in hand.

The Advisement & Registration program is offered a variety of different dates prior to your incoming semester. You can schedule your Advisement & Registration date online. Simply go to: z.umn.edu/umcregistration

You will need to login using your UMC email account (x500), then select a date from the drop down menu. Each session has a limited capacity, so the earlier you sign up the more options you will have.

If you cannot sign up online please contact the Student & Family Experience Office at 218-281-8570.

You will receive a confirmation email (sent to your UMC email account) that your date has been chosen. A confirmation letter will be sent two weeks prior to your registration date that will include the details for your registration day.

If you have not received your confirmation letter two weeks prior to you on campus registration day, please contact 218-281-8570. Once you have confirmed an Advisement & Registration date, it cannot be changed except under special circumstances.

All new students are required to pay a $100 orientation and registration fee when scheduling an Advisement & Registration date. This is a one-time fee at the University of Minnesota Crookston and will be placed on your student account. This fee is non-refundable.

At Advisement & Registration, you will meet with a faculty advisor and register for your classes. You will also receive information about your Academic Progress Audit System (APAS) and how your courses and credits from other colleges transfer to UMC. If you have any coursework in progress for which we have not received official transcripts, please bring documentation (such as copies of registration forms or transcripts) of those courses with you to Advisement & Registration. Once you have completed this coursework, please request that a final transcript be sent to the UMC Admissions Office so that your coursework can be evaluated for transfer credit.
Students who have completed college coursework through another college or university should have an official transcript sent from their college to the University of Minnesota Crookston Admissions Office prior to attending the Advisement & Registration program. The courses will be evaluated and transferrable credit will be assigned UMC credit; this credit information is crucial when planning your upcoming term at the University of Minnesota Crookston.

The UMC Admissions Office must receive the final official transcript by the second week of your first UMC semester or a hold will be placed on your academic record.

Your future placement in the registration queue for the next semester is determined in part by the number of credits you have transferred to the University of Minnesota Crookston. The same is true for financial aid; your total number of transferred credits impacts the amount of financial aid for which you are eligible. If you do not submit an official college transcript with completed college-level coursework, UMC will not recognize those credits and a hold will be placed on your account.

If you have completed any college credit during high school you will need to request an official transcript from the college or university that awarded the college credit. If you completed an Advanced Placement (AP) course and have taken the AP exam, you will need to request official exam scores from College Board. Your high school transcript will not be sufficient enough to award you college credit for those courses taken. For additional information regarding the transfer of AP, IB, or CLEP credit, please see: http://www.catalogs.umn.edu/umc

Minnesota Law (M.S. 135A. 14) requires that all students enrolled in post-secondary school be in compliance with specific immunization requirements. Students who graduated from a Minnesota high school after January 1, 1996, are in compliance based on high school requirements. A Student Immunization Record is available online at: www.umcrookston.edu/medicalhistory. Please complete the form and return it to UMC Health Services to ensure compliance. Failure to complete the immunization record will result in a hold being placed on your UMC records preventing future course registration.

All students who meet the following two criteria are required by the University of Minnesota to have health plan coverage: 1) admitted to a degree program 2) registered for six or more credits on campus per semester. Students who meet both of these criteria are automatically enrolled in the University-sponsored Student Health Benefit Plan. By requiring students to have health plan coverage, the University ensures all students have access to medical care and can maintain good health, which is essential for academic success. Students may choose to waive the University-sponsored Student Health Benefit Plan by submitting proof of health insurance in the student services center in your MyU Portal.
When students are admitted to the University of Minnesota Crookston, they are housed within one of the 4 departments here based upon their declared/undeclared major:

- Agriculture and Natural Resources Department (Ag & NatR)
- Business Department
- Liberal Arts & Education Department (LAE)
- Math, Science & Technology Department (MST)

The department is determined by the major students requested on their application for admission to UMC. The University of Minnesota Crookston's departments and majors are listed at [http://www.catalogs.umn.edu/umc](http://www.catalogs.umn.edu/umc)

Students who have not chosen a major are defined as “undecided” and will be placed in the Liberal Arts & Education Department until a major has been chosen.

Students who wish to change their major should contact the Student & Family Experience office at 281-281-8570. The changes will be made to their application and student record. No change in Advisement and Registration date will be necessary.

The state of Minnesota has established a reciprocity agreement with the states of Wisconsin, North Dakota, and South Dakota, as well as with the province of Manitoba. Prior to their first semester of enrollment, students with residency in these states or in Manitoba need to submit an application to the higher education board in their state or province of residency. The application must be approved by the student’s home state or province in order for the student to qualify for the reduced “reciprocity” tuition rate. Students from these areas who do not receive approval for reciprocity will have a hold placed on their account that will not allow you to register for future courses.

Applications are available at: [www.umcrookston.edu/admissions/costs](http://www.umcrookston.edu/admissions/costs)

Please note, transfer students, if you were approved for reciprocity for your current college/university, you will need to re-apply for reciprocity approval for the University of Minnesota Crookston.

Applications will be available after April 1st from your home state higher education or reciprocity office.
Financial Aid

Financial aid for University of Minnesota Crookston students includes grants, scholarships, work-study assistance, and loans. The University of Minnesota Promise Scholarship (U Promise) is the University of Minnesota’s guaranteed scholarship commitment to Minnesota undergraduate students whose families make up to $120,000 per year. U Promise Scholarships are available to eligible new freshmen and transfer students who enroll at any University of Minnesota campus. Student requesting financial aid must complete the Free Application for Federal Student Aid (FAFSA) as soon as possible after the first day of each New Year and after completing the previous fiscal year tax returns. The earlier the FAFSA is completed, the sooner students will hear about their financial aid award. Early filing also increases the chances of being considered for all aid programs. Assistance is available from the Office of Financial Aid and Scholarships at 218-281-8550.

UMC Residential Life

Here at the University of Minnesota Crookston we offer 3 types of on campus housing for our students:

- **Traditional Residence Halls:**
  McCall and Skyberg Hall (single room option)

- **Suite style Residence Hall:**
  Heritage Hall (Freshman and Sophomores)

- **Apartments:**
  Evergreen and Centennial Hall (Upper Classman)

Online housing application: [http://cmyu.umcrookston.edu/reslife](http://cmyu.umcrookston.edu/reslife)

Resident assignments for housing applications submitted by the deadline listed on the housing website will be based on the student’s date of application to UMC and the availability of space. Housing applications received after the deadline will be offered housing based upon the availability and location of space and the date the housing application was received by the UMC Residential Life Office.

For questions regarding housing and UMC Residential Life, please contact the Residential Life Office at 218-281-8531.

Smoke- and Tobacco-free Campus

The University of Minnesota Crookston is a tobacco-free campus. Tobacco is prohibited on all UMC property, including all indoor facilities and on all campus grounds. The University of Minnesota Crookston made the decision to take this action in response to recommendations from the UMC Student Health Advisory Committee and the UMC Campus Safety, Health and Emergency Preparedness Advisory Committee. If you have questions about the smoking/tobacco cessation programs available, please contact UMC Health Services at 218-281-8512.
You will need to follow the directions below before you can sign up for Advisement & Registration Session.

**Instructions for Account Initiation**

**Step One:** Go to [https://www.umn.edu/initiate](https://www.umn.edu/initiate)

**Step Two:** Enter your social security number, your student ID number (listed on your acceptance letter), and your birth date. Next read the password requirements carefully and choose an appropriate password.

After all information is entered, click on “Submit Form.” (If it does not work when you entered your social security number, try leaving the social security blank. Your social security number may not be on record.)

**Step Three:** If all the information is entered correctly, you will see the “Internet Login Successful” screen. Behind this screen, you will find your internet ID and e-mail address. Write down your internet ID and remember your password. You will need it to access the URL listed below to continue to sign up for your Advisement & Registration Date. Also, you will need to bring these login credentials to your Advisement & Registration.

**Questions or concerns?**
Call the UMC Help Desk at 218-281-8000
Small Campus. Big Degree.