Transitioning to Morrisville State College

A Guide for Incoming Students

Created by

The Office of Disability Services

Updated Spring 2013

The information provided in this brochure is available in alternative formats upon request.

The Disability Services Offices on both the Morrisville and Norwich campuses are National Voter Registration Act (NVRA) voter registration locations.
Transitioning to Morrisville

Congratulations on entering Morrisville State College. You have landed in a good place. Morrisville State College has a long history of assisting students much like yourselves to begin the journey from where you are right now (a first year student, or a transfer student) to where you want to be. One of the truly exciting parts of this journey is that you steer your own course as you progress towards your degree. Like any journey, the trip may not always be smooth. You will encounter challenges along the way. This guide is designed to help you along your way. It offers information and tools to make your journey through Morrisville a successful one.

18 Tips for Success

1. You have to care about what you are doing. Not caring often leads to not succeeding.
2. Be okay with change.
3. Enjoy what you are doing and have fun. Don’t take the fun and enjoyment out of learning.
4. Ask for and accept help when you need it. Offer and provide help when you can.
5. Show respect for others and be civil.
6. Be prepared for what you are going to do.
7. Do one thing at a time. Do it very well and move on. Multitasking is overrated.
8. Turn off your mobile phones. You own them. They do not own you.
9. Learn your professors’ names.
10. Make some friends along the way.
11. Having a disability is neither positive nor negative. It is part of who you are.
12. Take some time for yourself every day.
13. Slow down and unplug.
14. Do not call or e-mail when you are mad. It never ends well.
15. Sometimes low technology is the best answer.
17. Stop talking and listen.
18. Always carry a pen and pencil.
Getting Started

Over the past sixteen years, I have had more than one student spend way too much time worrying that they are going to fail out of college. Do people fail out? Sure, you can spend time worrying about what may happen or you can focus on your classes and learning the material. If you put your energies in to being concerned about doing well, failing out is less likely to be an issue.

One of the main reasons that people do not do as well as they could have in college is that they do not get off to a good start. The way you start the college term has a great deal to do with how the term will go as a whole. It is a short time before you will begin your classes at Morrisville. There are a number of things that can be taken care of before you arrive on campus. These will allow you to focus on your classes. Make sure you handle any paperwork that arrives from the college as soon as you can. Information like your health form, immunizations, and paying your bill can all be done well before you move in August.

It is important to buy your textbooks when classes start, so you are able to easily complete readings and other assignments. When the school year starts, you should make a fifteen week commitment to yourself to focus on being in school and being successful. You do not want to over extend yourself. You should have fun, make new friends, and take part in things that you enjoy and interest you. It is important to strike a balance between things. Your academic success should always be first and foremost.
Managing Your Time

If you are a student athlete or if you have a job, it is important that you learn to manage your time well. The idea of time management is vital to being a successful college student. I define time management as creating a balance between the things that you “want to” do and the things that you “have to” do. When you add to this the new found freedom of being in college along with nobody telling you “Do your homework” the challenge becomes that much greater. There are a number of tools both high technology and low technology that can be used to help you manage time. If you currently use a device that you like you should continue to use it. If you have never used any type of time management tool, I encourage you to do so. Remember, high technology is not always better technology. I use a mix of high technology and lower technology at work and use the calendar on my computer. For personal time management I use an old fashioned day planner diary. It does not matter what you use, whatever time management tools work for you. Do not forget that being able to get up in the morning and getting to class is a part of time management. Please note having your parents call with a daily wakeup call is not the best time management tool available to you. Also, be sure to avoid waking up and scurrying directly to class. Leave time to wake up physically and mentally, get fully ready, and eat at least a small breakfast. It is important to leave open time in your day for the things that come up. Not every minute or every day needs to be filled. Make sure you leave enough time for sleep, at least 7-8 hours.

Other ways to manage your time well include:

- Regular meals do not grab and go.
- Consider travel time if needed.
- If there is something you really like to do or watch put it in your schedule.
- Don’t forget to plan for long range assignments.
- Chunk large assignments into small manageable parts.

People you will meet and should know

One of the experiences that scare new students a little is meeting the professors for their classes and knowing what they should call them. It is very important and just plain common courtesy that you work to learn the names of your instructors during the early part of the semester. The majority of your instructors will let you know what they would like to be called during the first day of class. A good rule is to call them all professors if you do not know. At the college level many of your instructors have earned their Doctorate degree in their field. Earning a Doctorate degree is a huge undertaking. If you know your instructor has earned their Doctorate is shows respect to call them Dr. ________. You should not call your professors by their first names unless they have given you permission to.
How Academic Accommodations Work in College

There are a number of differences between the services you received in high school and those you will receive in college:

- There are no IEPs in college. Your IEP stopped when you graduated high school. Individual Education Programs are neither written nor followed in college.

- You must be eligible to use services for students with disabilities. To be eligible, you must have a documented disability. Many of you have already submitted your documentation to my office. If you have not yet provided your documentation, I strongly encourage you to do so before classes start in August.

- In college your academic accommodations do not just magically happen. You the student, not your parents, have to work with the disability service providers and your faculty to set up and utilize your services. Some of the accommodations and services that you will be using may resemble what you did in high school, but in many ways they are different. Over the next several semesters you will be working towards an academic degree. As a Morrisville student you need to meet the same degree requirements as any student earning a degree... The fact that you are a student with a documented disability who utilizes reasonable academic accommodations does not change that fact. Please review the requirements for your degree along with the college’s graduation requirements that are listed in the college catalog.

- Be your own best advocate, I am sure that you have heard this statement more times than you can count over the past year or so. Given that I can tell you that it is one of the key factors in your college success. Advocating for yourself goes way beyond just making sure that your test accommodations are in place. It involves taking responsibility for yourself in all aspects of life from making sure that you study and complete your homework for getting to your eight o’clock class on time. It is all about taking responsibility for yourself. Remember, people are more than happy to help but you need to let them know how they can. Your parents or guardians have done a great job helping you arrive at where you are. Now it is your turn to take the wheel. You are not expected to know everything. There are many people in the Morrisville College Community who are here to help you along your journey. If you need help or have questions, all you need to do is ask.
Living on campus

At Morrisville the majority of students live in one of the dorms. There are eleven dormitories on campus. Each has its own unique character. They are arranged in a corridor or suite style. In most cases you will be living in a double, which means that you will have one roommate sharing a room. Many students are nervous about having a roommate. It is likely the first opportunity they have had to share a room. Having a roommate is often a very positive experience. It does require you to be comfortable with change. It is important that roommates communicate with each other. That means listen to what the other person is saying as well as talking, and being able to compromise. Having a roommate in college is an opportunity to make a lifelong friend. I am lucky enough to have been friends with my college roommate for the past twenty-six years.

There are a number of housing options on campus. Information is available on the Morrisville Website: www. Morrisville.edu/student housing. The residence life office is located in the Whipple Administration building on the 1st floor. Their phone number is 315-684-6043.

Housing Accommodations

Accessible rooms: The majority of the dorms have rooms that are handicapped accessible. It is important to look at the location of your dorm in relationship to where your classes are held to determine which dorm is best to meet your needs.

A single room as an accommodation

Please bear in mind that a dorm room is not principally a place to study. It is a living space. There are many locations on campus that are better suited to quiet study. If you have a medical condition that would prevent you from having a roommate you may request a medical single. Requests should include documentation from your doctor indicating how your condition would prevent you from having a roommate. All requests are reviewed by the coordinator or Disability Services, the Director of Student Health Services, along with the Director of Residence Life. Requests should be made as early as possible.
Setting up your academic accommodations

The information provided below is set up in two areas. The things that you should do before the semester starts. A second section notes what you should be doing once the semester begins.

Before you enter Morrisville as a first year student you should:
Contact the disability service provider for the campus you will be attending. You should do this when you know you will be attending Morrisville.

The Disability Service providers at Morrisville State College are:

Main Campus
David Symonds
Coordinator of Disability Services
ADA/Section 504 Compliance Officer
Morrisville State College Academic Enrichment Center
Morrisville, NY 13408
(315) 684-6349
symondda@morrisville.edu

Kyle Graves
Academic Support Assistant
Morrisville State College Academic Enrichment Center
Morrisville, NY 13408
(315) 684-6349
graveskj@morrisville.edu

Norwich Campus
Patricia Davis
Student Services Advisor
Morrisville State College Norwich Campus
20 Conkey Avenue
Norwich, NY 13815
Provide documentation of your disability to the disability services provider on the campus that you will be attending.
Attend the summer orientation session that is being held for your major.

If you are going to be using textbooks in alternative formats as an accommodation please provide your fall schedule to the Disability Services Office.

**During Welcome Weekend**

Attend the meeting for students with disabilities. The day, date, time and location of the meeting be included on your welcome weekend schedule.
Financial Aid Information Resources

Morrisville State College Financial Aid Office
Whipple Administration Building  3rd floor

315 684 6289

E-mail finaid@morrisville.edu

Web http://www.morrisville.edu/financial_aid/

ACCESS VR   (Formally VESID)
Access VR is a state Agency that works with individuals with disabilities to assist
them in meeting their vocational goals.

ACCESS VR has regional offices throughout New York State. To locate the office
nearest your home please visit the ACCESS VR website.

http://www.acces.nysed.gov/vr/

The Disability Services Office Web Page

www.morrisville.edu\disabilityservices
How to use a scheduling grid

A scheduling grid is a good tool for visualizing your day. It allows you to see your entire day at a glance. Please feel free to use this grid to plan your fall term. Here are some ideas that you may find useful.

- Use colors to help organize your time. Classes in green, Study and homework time in yellow, free time in blue.
- If you commute make sure you include travel time.
- Leave some open time for things that come up unexpectedly.
- Include information like the location of your class and perhaps your teacher’s name.
"It takes time to achieve academic excellence."

<table>
<thead>
<tr>
<th>Time</th>
<th>Mon</th>
<th>Tue</th>
<th>Wed</th>
<th>Thu</th>
<th>Fri</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>