STU: There’s nothing like it. Walking across that stage knowing you’ve graduated and you’re ready for the next step. Whether it’s a job or continuing on with your education Ivy Tech Community College can get you there…faster and for a lot less than you’d ever imagine…

TINA: But we’re getting ahead of ourselves. Let’s start at the beginning… This is Ivy Tech.

STU: That’s today’s Ivy Tech. I know, because just a few years ago I was sitting right where you are…I had the same questions and concerns…what’s next? Where do I turn? What’s right for me?

TINA: We all do…So settle in and we’ll answer your questions.

SFX: real students providing answers in their own words.
“close to home, get a degree faster, able to keep my job, don’t know what I want to be, paying for college myself.”

TINA: No matter why you’re thinking Ivy Tech, there are some things you should know. It’s serious stuff, so you might want to take notes or write down a web-address or two. This is college after all.

Let’s start with a little background about Ivy Tech.

SFX: Music under

STU: Got all that? Throughout this video you’ll have the opportunity to take your first Ivy Tech quiz. …you could even win fabulous prizes including Ivy Tech gear…
TINA: Okay…Let’s get started… Obviously, you’ve completed the application and you’re taking part in orientation here on-line, but how do you register for classes? What’s an assessment? What about financial aid…Let’s start with assessment and circle back on the other questions.

To figure out what classes you should take, Ivy Tech needs to determine your reading, writing and math skills. We can measure that in a few different ways, including previous college credit you’ve earned, SAT/PSAT or ACT scores or through an assessment called ACCUPLACER.

STU: Depending on where you are in the enrollment process you may have already completed assessment. Possibly even taken ACCUPLACER.

TINA: ACCUPLACER is a skills assessment test, one of the tools used by Ivy Tech to make sure you’re taking classes that fit your academic needs. You don’t pass or fail ACCUPLACER, but you’ll need to complete the test before you meet with your academic advisor. And as always, since it’s a test, it’s a good idea to study.

STU: Brushing up on your math and English skills could get you into the courses you want now, saving time and money. You can find more information including practice tests and study tips at IvyTech.edu/Assessment.

If you need to take ACCUPLACER, we highly recommend you complete some practice tests prior to taking the test.

TINA: After you complete ACCUPLACER, your academic advisor will have a better understanding of courses you’re ready for. ACCUPLACER also helps determine if college prep courses might help you while you’re at Ivy Tech, making for an easier transition from high school or the workforce.

STU: You may also hear college prep referred to as Academic Skills Advancement. These courses give you a refresher in subjects like math, English and writing, so you’re better prepared. And while college prep classes DO NOT count towards your degree, they will allow you to make the most of your time at Ivy Tech. So the better you score on ACCUPLACER, the better off you are.

TINA: Seriously, with just some review, you might actually test out of college prep courses at Ivy Tech, which will save you time and money.

STU: Saving money…I’m there. Remember, if you’ve taken the PSAT, SAT or ACT or if you have previous college credit, you might not even need to take Accuplacer. Visit ivytech.edu/Assessment to learn if you qualify for an Accuplacer waiver.

TINA: Here’s a look at the difference in classifications between college prep and college level courses that immediately count toward your certificate or degree. When you meet with your advisor you’ll find out more…
Like we said, college prep courses increase the amount of time you’ll spend at Ivy Tech, so it’s vital that you put your best effort into ACCUPLACER.

STU: Okay, let’s review. Time for our first set of questions.

**Q1. My entry assessment scores (Accuplacer/ACT/SAT) influence my college career in which of the following ways:**

a. It does not affect me at all  
b. It influences my placement in college prep or college-level courses  
c. Determines my program of study  
d. Since I can retake the exam, my first score does not matter  
e. None of the above

**Q2. College-prep courses help me achieve my educational goals by:**

a. Facilitating my transition from high school or from the workforce to college  
b. Giving me a refresher in Math, English, or Writing  
c. Enabling me to earn credits that count toward my degree  
d. Both a and b  
e. All of the above

STU: Okay, I’m sure you’re thinking, “so I’m doing orientation and there’s this assessment. What’s the next step?”

TINA: The next step is meeting with your advisor. You may need an appointment to meet with an advisor depending on the campus you’re attending. That’s easy. Log onto ivytech.edu/advising. Then select your local campus. All the information you need is right at your fingertips.

STU: It’s a small step, but meeting with your advisor is crucial in ensuring you get your college career off on the right foot. Your advisor will help you develop an academic plan that’s tailored for you, designed to help you achieve your individual goals. Once the right plan is in place, working the plan is the next step.

TINA: But that’s not all your advisor can help with, they can help with selecting programs of study, courses, and transfer options. If it involves your time at Ivy Tech, they can help you make the right decisions…start to finish. After you’ve met with your advisor you can register for your first semester classes.

STU: Alright, ready for your next question, this is a gimme.
Q3. When can I register for my first semester classes?

a. Before the registration period is open
b. After the first day of class
c. After meeting with my advisor
d. All of the above
e. None of the above

TINA: Unfortunately, college won’t always be this easy. Now that you know about assessment, meeting with your advisor and registration, let’s talk about money.

*Students talk about how they are paying for college: “I’ve got a part-time job. Got a scholarship. Paying for this on my own. etc”*

Hey, if you’re like a lot of students, paying for college is a big concern… and taking advantage of what financial aid is out there is crucial to making it work.

STU: Even though Ivy Tech is your most affordable option, it’s not free, so knowing how you can get help is vital.

TINA: Guess where you can find information about financial aid?

STU: Online?

TINA: Great …could you be a little more specific?

STU: Easy, ivytech.edu/financialaid

TINA: You’re good. That’s right, once again, the info you need is right here online.

STU: A majority of students rely on some type of financial aid to help cover the cost of higher education. It’s also a tool to help students achieve their goals, but you need to be conscientious and responsible in using aid to move toward the completion of your degree.

TINA: To get started you’ll have to complete your Free Application For Federal Student Aid or FAFSA. Please note the deadlines. There are state deadlines as well as Ivy Tech priority processing deadlines. You’ll find them listed at ivytech.edu/financial aid, so if you’re applying for aid you’ll want to make sure you know these dates. It’s extremely important that you don’t miss a deadline.

STU: The website will walk you through the process.

TINA: There’s another place where you can track financial aid, maybe it’s time for a preview of Campus Connect?
STU: It’s time.

TINA: You’re probably somewhat familiar with Campus Connect, but one of the great things about it is that it allows you to track, authorize and verify financial aid after you’ve filed your FAFSA. Sounds like a lot, so I’ll walk you through it.

Once you’re logged in, look for the Financial Aid links, right here under My Ivy Tech. By clicking on the selected links you can check and authorize your aid amount, accept loans, check balances and verification requirements. Through these financial aid links you’ll be able to see how much aid you qualify for, accept aid and see your aid status.

STU: To get your aid, it’s important to accept, reduce or reject your electronic awards that are sent to your Campus Connect e-mail.

TINA: Make sure the Financial Aid office has all needed paperwork in a timely fashion.

You also must meet standards of academic progress in order to continue to receive financial aid benefits while at Ivy Tech. If you fail to meet these standards of progress, you will be notified by the Financial Aid office.

STU: Want more info? Check out the videos on Financial Aid TV. Here you can find out almost anything you need to know.

TINA: There are many different forms of financial aid, including grants from the State of Indiana, Pell grants, Stafford loans, and work study programs. There are a lot of options out there…and a lot of questions, so spend some time checking out the site.

STU: Financial aid can come in a lot of forms…even a check from your grandpa…right?

TINA: Wrong. Seriously, while that may help your financial situation, it’s not officially considered financial aid.

STU: So what if I don’t qualify for any financial aid and can’t pay all my tuition at once?

TINA: While Financial aid is one way you can pay for classes, there are other tailored options you can use to help budget and pay your tuition.

STU: Budgeting? Tell me more.

TINA: Ivy Tech has a payment program which you can access right here in Campus Connect. It allows you to set up smaller payments on your tuition rather than paying it all in one lump sum.

STU: What if I just want to get it over with and pay the whole amount?
TINA: Well, you can do that too. Just click on view accounts, then pay in full. You can view your available balance and pay it right there in Campus Connect. It’s pretty easy, but remember you must pay your tuition in full or have made arrangements to pay your tuition by the tuition due date each semester.

STU: Where can I find those tuition due dates?

TINA: You can find everything you need to know about paying for college at IvyTech.edu/payingforcollege

STU: Before we move on…just one question about financial aid.

**Q4. Which of the following is not an official form of financial aid?**

a. A grant from the state of Indiana  
b. A Pell grant  
c. A Stafford loan  
d. A gift from my grandpa  
e. A work-study job

_Students talk about how many hours they are currently taking and possibly grades._

“This semester, I’m taking 12 hours, 15 hours, 9, I’m getting a technical certificate, I’m getting an associate degree, etc”

STU: One thing that affects your financial aid, in addition to standards of progress, is your status as a full or part-time student.

TINA: At Ivy Tech, a full-time student is someone who is currently enrolled in 12 or more credit hours.

STU: And while that may not sound like a huge commitment, remember you can expect to study from 6-10 hours per week outside the classroom for each 3-credit hour class.

TINA: A single class is usually about 3 credit hours. So it’s important to make the most of your time. Both in and out of the classroom.

You’re just starting, but depending on your career goals, it’s nice to know how many credits you’ll need to graduate. You’ll also need to maintain a certain level of performance to get your degree or certificate.

STU: Performance is measured by your grade point average… or GPA.

STU: So here goes, if you’re pursuing a certificate you can expect to complete a about 20-credit hours. Most technical certificates, require you to complete more than 30-credit
hours or about 1 year of study if you’re attending fulltime. If your goal is an associate degree, you can expect to complete between 60 and 68 hours of coursework or about 2 years of study for full-time students, which may also include classes in the summer. But, remember if you’re attending part-time or required to take college prep courses it may take you longer to complete your degree or certificate.

TINA: Sounds like a lot, but before you know it, you’ll be making plans for life after Ivy Tech, but right now, these four questions stand between you and the next section of orientation. Ready, GO.

Q5. What is the minimum number of credits I have to be enrolled in to be considered a full time student?
   a. 10 credits 
   b. 12 credits 
   c. 15 credits 
   d. 18 credits

Q6. For a standard full-semester course, how many hours per week should a student expect to study outside of class for each 3-credit hour class?
   a. 0-5 hours 
   b. 6-10 hours 
   c. 11-15 hours 
   d. 16-20 hours 
   e. More than 20 hours

Q7. In general, how many credit hours does a student need to complete a technical certificate?
   a. 0-5 
   b. 6-10 
   c. 11-20 
   d. 21-30 
   e. More than 30

Q8. In general, how many credit hours does a student need to complete an associate degree?
   a. 0-29 
   b. 30-59 
   c. 60-68 
   d. 90-99 
   e. More than 100

SFX: real students tell how they use campus connect.
“track my grades, communicate with teachers, maps, checking e-mail, school closing, text books, etc.”
TINA: We’ve already shown you a little slice of Campus Connect, but it can do so much more.

STU: Like keep you connected…to Campus.

TINA: Are you done?

STU: Yeah, sorry.

TINA: Although he’s trying to be funny, he’s also right. Campus Connect is your…

STU: Connection.

TINA: Fine… “connection” to your college experience at Ivy Tech. On Campus Connect you can do everything from registering and paying for classes to checking grades. It’s easy, I’ll show you.

STU: Campus Connect has several features, including E-mail, Announcements and My Ivy Tech. Let’s start here, these links were designed by students to put the most important aspects of college life just one click away…including bookstore, the Ivy Tech course catalog and frequently asked questions.

TINA: Now let’s get specific to you…After you’ve met with your advisor you’ll have an academic plan that you can put to work. Moving forward, you can review this plan with your advisors or simply register online via Campus Connect.

STU: To know what classes you'll need to take, you first need to know the curriculum for your course of study. Your curriculum is the courses you need to take to complete your certificate or degree. Begin by clicking on the curriculum link on Campus Connect, then just search by campus or program.

Now, let’s search for a class. Click on course search under my Ivy Tech on the Home tab. Let’s search…Business…

TINA: For business. Okay, now check out the options. When you find the one you want, click the selection box at the left.

Now hit register at the bottom of the screen.

STU: Bingo, you’re registered. Now just repeat the process to register for the courses your advisor helped you select. But, remember you can’t register for courses, your first time, until after you’ve met with your advisor.
Register as early as possible as classes fill up quickly. Remember there are different ways you can take classes, in person, online, accelerated, and more. Be sure to register for the classes that best fit your needs.

TINA: Once you have your classes, you’ll need books… No problem, you can find what you need at the bookstore link. Click on the books and match them with your course and term requirements. Again, repeat for each of your classes.

STU: Of course you can also purchase your books in person at the campus bookstore.

TINA: And just as we covered finances earlier in this session, you should be sure you’ve made arrangements to pay your tuition whether that be via financial aid, loans, scholarships or one of the college’s payment plans. You can find it all under the student links section.

STU: Remember, if you plan to drop a class, you need to review the process on Campus Connect. Do not just stop going. Do not just tell your instructor. Do not mail a letter to your advisor. Start and complete the process on Campus Connect.

Please NOTE: Check with the financial aid office prior to dropping a class. These actions could affect your financial aid package…

TINA: And you could end up owing money to the college. Nobody wants that to happen.

STU: Nobody. Hey, tell them about the card…

TINA: After you register, you will receive an Ivy Tech debit card in the mail. It’s very important that you keep this card. If your total financial aid, scholarship or loans exceed the amount of tuition due, Ivy Tech can return the excess funds to you on this card. You’ll find out the other advantages to the card when you get yours in the mail.

TINA: A couple more things…What about Blackboard?

STU: Blackboard is your connection to course information and assignments. You’ll use it all the time for both online courses and on-campus classes. You can find your syllabus, instructor contact information, assignments, grades and advising tools to keep you on track. You can access this information anywhere that you have an Internet connection…Day or Night!

TINA: What about e-mail? Don’t forget to tell them about e-mail.

STU: Your Ivy Tech e-mail is the official means of communication from the college and the best way to communicate with classmates and teachers. You need to check it regularly.
TINA: If you’d like, you can have your Ivy Tech e-mail forwarded to a personal account. And don’t forget to sign up for Ivy Tech Alert, which will allow you to receive text messages regarding weather closings and other emergency situations.

STU: Also, check Announcements in Campus Connect for specific information related to your campus. Finally, there’s a library tab with tons of great reference tools and information.

And if you can’t find what you’re looking for on Campus Connect, enter it in the search bar. The answer is just a click away.

TINA: There’s a lot more waiting for you at Campus Connect, so check out all the options. There’s a “Help & How To” tab with videos about Campus Connect, Blackboard and e-mail. You can also learn more about Student life and the Code of Student Rights and Responsibilities.

Getting familiar with Campus Connect before your first day of class is a great way to get oriented.

STU: I highly recommend it.

TINA: That’s a lot to take in. But we’re almost done. Before we move on here are just a couple more questions.

**Q9. How can I use my Ivy Tech e-mail address?**
   a. To communicate with Ivy Tech faculty and staff
   b. To receive important announcements from the College
   c. To register for classes online by e-mailing the Registrar
   d. To pay for my classes by e-mailing the Business Office with my credit card number
   e. Both a and b

**Q10. To officially drop a class, I...**
   a. Stop attending class
   b. Tell my instructor
   c. Need to review the process on Campus Connect
   d. Mail a letter to my advisor
   e. Do none of the above

*SFX: real students talk about student resources*

“I didn’t expect them to help with resumes, I needed some help with math, etc.

TINA: While the following information is available on Campus Connect, we thought it might make sense to cover just a few points in person.
For instance did you know that career services can help you write a resume, help you find possible employers, even help with interviewing skills? And after graduation you can continue to use their services.

STU: What if you need special assistance on campus due to a disability? No problem, check with the Office of Disability Support Services…they will work with you to provide access and alternatives.

TINA: College isn’t easy and everyone needs a little help from time to time. Ivy Tech can even help you find a tutor to get you through the rough spots. Ivy Tech has a dedicated tutoring department…And did you know it’s free?

STU: You do now.

TINA: For tutoring support services please visit the learning resource tutoring center. They’re there to help you.

STU: One final thing…a message about privacy. This is your education, your time and ultimately your grades. To that end in compliance with FERPA

TINA: FERPA?

STU: Yes, FERPA, Thanks to The Family Educational Rights and Privacy Act. The only person with access to your information including classes taken, completed and grades is you. We will not give your grades to anyone--not employers, not even your parents--without your consent.

TINA: That’s just the way it is.

So let’s recap one final time:

**Q11. What services are available at the Career Services Office?**
- a. Resume referral (recommendations to employers to view my resume)
- b. Resume writing assistance
- c. Interview skills assistance
- d. Guaranteed job placement
- e. Answers a, b, and c

**Q12. What should I do if I need accommodations for a disability?**
- a. Talk to my professor
- b. Talk to the Chair of my department
- c. Check directly with the Office of Disability Support Services
- d. Talk to the Registrar staff
- e. None of the above
Q13. Each Ivy Tech campus has a dedicated department that students can consult if they need help with tutoring. Please select the official department in the following list of choices:
   a. My department chair
   b. My friends
   c. The learning resource tutoring center
   d. My advisor
   e. My professor

Q14. The College will release private student record information about me to:
   a. Anyone who contacts the College
   b. A third party only if I provide a written consent (in compliance with FERPA)
   c. The students in my classes
   d. A law enforcement officer without a subpoena or warrant
   e. A family member or an employer

STU: Great job. You’re almost finished. You’ll be a fantastic student. Hopefully we answered your questions….

TINA: Now is your chance to let us know how we did and to learn a few specifics about your campus. Please note, you must answer the next few questions and review the campus section to officially complete orientation.

SURVEY QUESTION SET

15. How would you rate the overall quality of the new student orientation session?
   a. Poor
   b. Below average
   c. Average
   d. Above average
   e. Excellent

16. The most helpful part of the New Student Orientation was:

TEXT ANSWER BOX

17. The least helpful part of the New Student Orientation was:

TEXT ANSWER BOX
SFX: real students talk about student life
“‘I’m going into nursing, I’m going to IU, I’m 3 hours from my certificate, etc.”

STU: That’s what it’s all about. We started off with graduation…and now we’ve come full circle.

TINA: We’re excited about what you’ll find at Ivy Tech. From friendships that last a lifetime to the skills that will help you go further in your career…no matter what that career is, Ivy Tech is a great place to start.

STU: Congratulations on completing orientation. You can access additional information about specific campuses by clicking the link on the following screen. This is a good way to learn more about the campus you'll be attending.

TINA: Thanks so much for watching. Good luck.

STU: Best of luck at Ivy Tech Community College, and we’ll see you at graduation.

OFFICIAL END OF VIDEO