WMU offers a variety of courses online and at regional locations across Michigan and in southwest Florida. Whether your summer takes you to Mackinac or Miami, Detroit or Denver, bring WMU along too.

wmich.edu/extended/familyguide
Western Michigan University’s Accelerated Graduate Degree Programs allow undergraduate students meeting certain criteria to enroll in up to 12 graduate credit hours during their senior year.

For many master’s programs, these 12 credits represent up to 40 percent of the total graduate degree requirements, saving students significant time toward completing their graduate degree.

These programs also provide an opportunity to save money, since the tuition for these graduate credits are assessed at the undergraduate tuition rate.

Jobs requiring a master’s degree or higher will increase by at least 20 percent by 2020, and WMU’s Accelerated Graduate Degree Programs are a great way to position yourself for career choices.

Ready to map out your accelerated degree plan? Contact your advisor by your junior year!

wmich.edu/grad/academics/accelerated-programs

WESTERN MICHIGAN UNIVERSITY
This Guide has been produced in partnership with the Office of Family Engagement at Western Michigan University and R-Comm Media.

R-Comm Media
3350 Main Street
Ravenna, MI  49451

Inside your Family Guide you’ll find valuable information that you can use all year long including calendars, maps, and important phone numbers and websites. The Guide’s convenient format allows you to keep your copy in your purse or glove compartment so it’s readily available.

ABOUT R-COMM MEDIA
R-Comm Media, a division of Rogers Printing Inc., offers clients a diverse selection of marketing services in addition to print production and management. Email marketing campaigns, search engine optimization and marketing, digital publications, website design, data analytics and management, and advertising sales help clients consolidate all their marketing needs.

Call Celeste Statler (269) 569-4723
celeste.statler@gmail.com
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Dear parents, guardians, and family members,

Welcome to our WMU community!

Western Michigan University is committed to you as a valued partner in your student’s education. If you are new to the college student experience, you will quickly find that parenting a college student is quite different than parenting a high school student. However, you will continue to play an essential role in your student’s education. This guide offers you an excellent overview of WMU’s support services and resources, as well as information about the Kalamazoo area that will help ease the transition into and throughout the college years.

Our Mission and Values

WMU Family Engagement collaborates with the WMU community to engage and support parents, guardians, mentors, and family members. Providing educational resources, we promote and encourage inclusivity, student learning, self-advocacy, and healthy personal development. We foster long-lasting and positive relationships with WMU families and students through responsive communication and active involvement.

We believe:

- all families should have access to essential resources.
- in the value and importance of family engagement in supporting the university’s efforts in student recruitment and retention for the benefit of all.
- building relationships with families is vital to student success and long-lasting affinity to the university.
- offering comprehensive liaison support provides accurate information and reassurance to families.
- the student experience is strengthened and enhanced through partnership with family support systems.
- assisting with the discernment between developmental norms and red-flags leads to the increased likelihood of positive student outcomes and serves to mitigate difficult situations.

The website, wmich.edu/families is a great starting point for a wealth of information useful to you during your student’s years at WMU. We encourage you to sign up for the WMU Family Connection to receive e-newsletters with tips and advice, important date reminders, and campus updates. Text WMUFAMILYCONNECT to 22828 or visit the website.

I look forward to helping you and your student have a successful and rewarding experience at WMU.

Warm regards

Shari Glaser
Director, Family Engagement
WMU FAMILY CONNECTION

Parents, guardians, and other family members of WMU students are encouraged to sign up for the WMU Family Connection. You will receive student support information of interest to parents and family members, date reminders and invitations to special seminars, activities and events. Memberships are linked to a specific email address and we encourage all family members to sign up. Text WMUFAMILYCONNECT to 22828 or visit the website.

The MyWMU Concierge Card offers discounts to area hotels, restaurants and retailers, along with national businesses. We encourage you to use your card during your visits to Kalamazoo for great savings and specials offered by our business partners.

Visit wmich.edu/families to sign up for the WMU Family Connection and order your MyWMU Concierge Card. For questions, contact Shari at (269) 387-4820 or shari.glaser@wmich.edu.

order online at wmich.edu/dining/bakery

Find a selection of Gold’n Brown Bakery goods at Bernhard Café and Market, Bella Vita and Flossie’s.

wmich.edu/families
About WMU

One of the nation’s top public universities in the United States, Western Michigan University is learner centered, discovery driven, and globally engaged.

- 152 undergraduate programs to choose from, the second most of any university in Michigan.
- 91 percent of WMU graduates are actively engaged within three months of graduation.
- The Carnegie Foundation classifies WMU as one of the nation’s 147 public research universities.
- Consistently named a top-tier national university by U.S. News and World Report.
- Washington Monthly categorizes WMU as both a top-100 national university and a Best Bang for the Buck school.
- One of the nation’s most environmentally responsible colleges.
- Michigan’s top-ranked school for outreach and service to veterans.
- WMU is one of only 90 universities in the nation with both a medical school and a law school under its aegis.
- 21 accelerated degree programs allowing eligible students the opportunity to complete a graduate degree in less time by taking graduate courses while still an undergraduate.
- Only higher education institution to offer a co-curricular designation on the academic transcript and diploma.

Business

The Haworth College of Business has one of the largest undergraduate business programs in the United States.

- 4,000 undergraduate students majoring in 18 specialized areas of business.

- Nationally recognized programs in food and consumer package goods marketing, integrated supply management and sales, and business marketing.
- Among an elite 5 percent of international business schools accredited by the Association to Advance Collegiate Schools of Business.
- Nearly 100 percent job placement for many programs.
- Among a select 1 percent of business schools worldwide that have specialized accreditation for their accountancy programs.

Engineering

The College of Engineering and Applied Sciences offers unique hands-on experience and state-of-the-art educational resources.

- 14 undergraduate engineering, technology, and applied sciences programs.
- Smaller than average student-to-faculty ratio.
- Shares 265-acre campus with Business Technology and Research Park, a designated Michigan SmartZone for economic development.
• Only school with on-site paper, paper coating, and printing pilot plants.

**Aviation**
The College of Aviation offers one of the nation’s largest, most innovative aviation programs.

• Home to the Sky Broncos, one of the nation’s top precision flight teams.

• Industry partnerships put students on fast track to careers as commercial airline pilots, aviation maintenance technicians, and aviation management positions.

• Uses the nation’s most sophisticated collegiate flight training equipment.

**Fine Arts**
The College of Fine Arts is one of only eight similar, fully accredited colleges in the nation.

• Programs in art, dance, music and theatre.

• 44,000-square-foot facility offers innovative spaces for the creation, exhibition, and study of visual art.

• Dance department is one of about 80 institutions accredited by the National Association of Schools of Dance.

• School of Music is among the top schools in the nation for the number of awards received from DownBeat magazine.

• Theatre students regularly win American College Theatre Festival awards.

**Arts and Sciences**
The College of Arts and Sciences educates students in the disciplines that make up the diverse categories known as the humanities, the social sciences, and the sciences.

• With 26 departments and interdisciplinary programs, Arts and Sciences is WMU’s largest academic college.

• Arts and sciences students and alumni have received prestigious honors such as the Fulbright Award, Goldwater Fellowship, and National Book Award nomination.

• Arts and sciences student-researchers are often awarded grants to fund their work.

**Education and Human Development**
As the foundation of Western Michigan University, the College of Education and Human Development continues to build upon a rich tradition of success, facilitating the preparation and growth of PreK-12 teachers, community educators, innovative designers, and health and wellness professionals.

• Outstanding state-of-the-art facilities in Sangren Hall, Kohrman Hall, and the Student Recreation Center.

• Top ranked and nationally recognized programs with extensive opportunities for practical, hands-on experiences with community partners.

• 100 percent of undergraduate students complete an internship or field experience.

• First institution in Michigan to host the groundbreaking teaching technology of TeachLIVE.

• Largest producer of graduate degrees at Western Michigan University.

**Health and Human Services**
The College of Health and Human Services carries a tradition of excellence and innovation.

• Highest ranking occupational therapy program in Michigan.

• Physician assistant and speech pathology programs ranked in top 75.

• Graduate programs in rehabilitation counseling and social work ranked among the best in the nation.

• High-tech, 200,000-square-foot facility offers labs and classroom facilities that mirror technology in today’s labs and clinical settings.
Remember the first time your teenager took the car out alone? You probably felt a sense of pride or apprehension or maybe both, along with a whole lot of other emotions. It was a milestone in independence and trust – a rite of passage that many families experience.

As you prepare your student to come to WMU this fall, there may be suggestions you want to share with your child to ensure his or her safety and wellbeing. We encourage you to offer your words of wisdom over the summer and throughout the upcoming college years, whether through heartfelt conversations or life lessons in snippets. These discussion points are intended to get you started. You may be dismayed to find that the summer before college can be a time of increased friction in family relationships as you and your student grapple with the upcoming transition. Even so, your student IS listening to you and your advice IS valued and appreciated.

**Personal Safety**

Coming to college is exciting and it can be easy to neglect basic safety rules. Encourage your student to:

- Be mindful of personal belongings – especially electronics.
- Pay attention when walking around campus and be aware of traffic – texting, music, and phone distractions lead to accidents.
- Keep doors locked and valuables out of sight. This is particularly important as students get more comfortable in their surroundings.

Take advantage of the campus escort service when needed. Your student can save the number in their phone: (269) 387-RIDE (7433).

Register a phone number with the WMU Alert emergency notification system.

**Stay True to Self and Values**

It is normal for students to experiment with new and different opportunities. New experiences are what college is all about. Encourage your student to remain firm in their core values while exploring new ideas. Choose opportunities carefully and consider the long-range effects of personal choices.

**Support Resources**

Your student may have benefited from various support services during high school; perhaps a trusted therapist, accommodations for a learning disability or prescription drugs for a medical condition. Encourage your student to continue to utilize these resources to ensure success in college.

**Problem Solving**

Students encounter unfamiliar situations in college – usually pretty quickly after the school year starts. Encourage your student to seek help in solving problems – whether with a roommate or in the classroom or simply feeling “out of place” and homesick. Starting with the RAs (resident assistants) in the residence halls, we are here to help your student in every way.

**Peer Pressure**

Your student will soon make new friends and acquaintances and may feel pressure to
try things that they are not comfortable doing. Encourage your student to stand strong and not give in to unwanted influences. Offer your reassurance that responsible behavior is respected and valued.

**Alcohol and Drug Use**

New students sometimes come to college with the assumption that everyone “parties” and that partying is the best (or only) way to “fit in” with the crowd. Statistics prove that the vast majority of WMU students do not consume alcohol or drugs on a regular basis. Remind your student that underage drinking and illegal drug use is against the law and will result in legal and/or student judicial consequences. Encourage your student to seek out a supportive social network that affirms good choices and healthy behaviors. Drive Safe Kalamazoo (a WMU student organization) offers free, non-judgmental transportation to a student’s residence hall or apartment on weekends. As a “just in case” precaution, we suggest this number be programmed into your student’s cell phone: (269) 345-0DSK (0375).

**Money Scams**

Remind your student to be aware of credit card companies or other organizations that promise an “on the spot” discount, a T-shirt or some other incentive as a reward for signing up for something that isn’t really needed…and might lead to poor money management.

**Choices**

Entry into college life is a whirlwind of new experiences. Poor choices can lead to unintended consequences. Whether to go to the social gathering down the street or to study for tomorrow’s test may not seem like a big deal, but can be significant in the long run. Decisions like pirating music or movies from the internet can lead to unexpected disciplinary sanctions.

**Relationships**

Your student likely has a strong social network back home of family members and friends. As they embark on the college adventure and form new relationships, encourage your student to stay connected with loved ones back home.
**Western Michigan University**

### 2018-19 Academic Calendar

#### JULY 2018

3 Summer I grades released (late in the day)
4 Independence Day recess
5 Last day to drop/add Summer II classes
6 Last day to receive 100% refund for complete withdrawal
7 Summer II $100 late add fee begins
   Begin recording withdrawals as “W” on transcript
10 Last day to receive 50% refund for complete withdrawal
21 Tish’a B’Av begins at sundown
23 Last day to withdraw from Summer II classes
   Last day to receive 25% refund for complete withdrawal

#### AUGUST 2018

1 Last day to apply for December graduation
17 Summer II session ends
20 Eid al Adha begins at sundown
21 Summer II grades released (late in the day)
22 Fall semester tuition and fees due
24 New student move-in day for certain programs (visit http://wmich.edu/transitions/fall-welcome)
25 New student move-in day
   Fall Welcome begins for all new students (through Aug. 28)
26 Returning students move into residence halls
27 One-Stop Convenience Center opens (through Aug. 31)
27-28 Advising days
28 Bronco Bash
29 Fall classes begin at 8 a.m.
31 Bronco Football vs. Syracuse University, Waldo Stadium

#### SEPTEMBER 2018

3 Labor day recess
6 Last day to drop/add classes
   Last day to receive 100% refund
7 $100 late add fee begins
   Begin recording withdrawals as “W” on transcript
   Last day to receive 90% refund for complete withdrawal
8 Bronco football at University of Michigan
9 Rosh Hashanah begins at sundown
12 Last day to receive 50% refund for partial withdrawal
15 Bronco football vs. Delaware State University, Waldo Stadium
17-19 Fall recess (no classes – residence halls open with reduced services)
20 Bronco football at Central Michigan University
22 Classes resume
   Last day to receive 25% refund for complete withdrawal
25 Bronco football vs. University of Toledo, Waldo Stadium
29 Last day to withdraw from fall classes
31 Halloween

#### OCTOBER 2018

1 Spring semester registration begins
5-7 Homecoming and Family Weekend
6 Bronco football vs. Eastern Michigan University, Waldo Stadium
13 Bronco football at Bowling Green
17-19 Fall recess (no classes – residence halls open with reduced services)
20 Bronco football at Central Michigan University
22 Classes resume
25 Bronco football vs. University of Toledo, Waldo Stadium
29 Last day to withdraw from fall classes

#### NOVEMBER 2018

1 Bronco football vs. Ohio University, Waldo Stadium
7 Diwali
11 Veterans Day
13 Bronco football at Ball State University
20 Bronco football at Northern Illinois
21 Thanksgiving recess begins at noon
   (Residence halls remain open with reduced services)
22 Thanksgiving
26 Classes resume
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<tr>
<td>1</td>
<td>Last day to apply for spring graduation</td>
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<td>2</td>
<td>Hanukkah begins at sundown (through Dec. 10)</td>
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<td>10-13</td>
<td>Final exam week</td>
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<td>Residence halls close at 7 p.m.</td>
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<td>Commencement</td>
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<td>18</td>
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<td>3-4</td>
<td>Advising days</td>
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<td>Residence halls open at 10 a.m.</td>
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<td>Classes begin at 8 a.m.</td>
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<td>Begin recording withdrawals as “W” on transcript</td>
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<td>Last day to receive 90% refund for complete withdrawal</td>
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<td>MLK Jr. Day – recess, convocation &amp; activities</td>
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<td>Last day to receive 50% refund for partial withdrawal</td>
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<td>Summer I and II course catalog open for viewing</td>
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<td>FEBRUARY 2019</td>
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<td>Last day to apply for June graduation</td>
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<td>Last day to receive 50% refund for complete withdrawal</td>
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<td>MARCH 2019</td>
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<td>4-8</td>
<td>Spring break (Residence halls remain open with reduced services)</td>
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<td>Ash Wednesday</td>
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<td>Classes resume</td>
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<td>St. Patrick’s Day</td>
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<td>APRIL 2019</td>
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<td>Residence halls close at 7 p.m.</td>
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<td>Last day to receive 100% refund for complete withdrawal</td>
</tr>
<tr>
<td>14</td>
<td>$100 late add fee begins</td>
</tr>
<tr>
<td></td>
<td>Begin recording withdrawals as “W” on transcript</td>
</tr>
<tr>
<td>17</td>
<td>Last day to receive 50% refund for complete withdrawal</td>
</tr>
<tr>
<td>JUNE 2019</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>New student orientation begins (multiple sessions throughout the month)</td>
</tr>
<tr>
<td>3</td>
<td>Last day to withdraw from Summer I classes</td>
</tr>
<tr>
<td>4</td>
<td>Ramadan ends</td>
</tr>
<tr>
<td>16</td>
<td>Father’s Day</td>
</tr>
<tr>
<td>26</td>
<td>Summer I session ends</td>
</tr>
<tr>
<td>27</td>
<td>Summer II session begins</td>
</tr>
<tr>
<td>29</td>
<td>Commencement</td>
</tr>
<tr>
<td>JULY 2019</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Summer I grades released (late in the day)</td>
</tr>
<tr>
<td>4</td>
<td>Independence day recess</td>
</tr>
<tr>
<td>5</td>
<td>Last day to drop/add classes</td>
</tr>
<tr>
<td></td>
<td>Last day to receive 100% refund for complete withdrawal</td>
</tr>
<tr>
<td>6</td>
<td>$100 late add fee begins</td>
</tr>
<tr>
<td></td>
<td>Begin recording withdrawals as “W” on transcript</td>
</tr>
<tr>
<td>9</td>
<td>Last day to receive 50% refund for complete withdrawal</td>
</tr>
<tr>
<td>22</td>
<td>Last day to receive 25% refund for complete withdrawal</td>
</tr>
<tr>
<td></td>
<td>Last day to withdraw from Summer II classes</td>
</tr>
<tr>
<td>AUGUST 2019</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Last day to apply for December graduation</td>
</tr>
<tr>
<td>10</td>
<td>Tish’a B’Av begins at sundown</td>
</tr>
<tr>
<td>16</td>
<td>Summer II session ends</td>
</tr>
<tr>
<td>20</td>
<td>Summer II grades released (late in the day)</td>
</tr>
</tbody>
</table>
Embracing Change

A young person’s entrance into Western begins a significant transitional period for both student and family. Family members and students often experience a mix of emotions. Both may feel proud, excited, relieved, or happy and may also experience the more difficult feelings of sadness and worry. Both families and students face challenges as they navigate this new phase of life. As a parent or guardian, understanding the concerns that students typically have as they enter college can be helpful in supporting them through the process.

Students have to figure out a lot of stuff when they go to college. For those of us whose youth is the (distant?) past, we can sometimes forget that being a college student isn’t a walk in the park! First year students are leaving behind a familiar and often very comfortable environment. They must cope with the loss of high school friends and family time. Students have to learn how to be a part of a whole new environment and figure out where things are, what the rules are and how to behave. They confront all kinds of new opportunities to make friends and most have at least some fear that they won’t fit in or make connections with their peers. They have to figure out how to manage a lot of different elements: time, money, academics, freedom and most importantly themselves! Further, they try to figure all this out without your constant presence and active guidance. Even the most together students find the developmental maturation process in the early college years to be stressful. Many students become periodically overwhelmed, especially in the first couple of semesters.

Feel the fear and do it anyway.
— Susan Jeffers

So how can you help? One of the greatest challenges family members face is how to appropriately support their student as they enter college. Here are some suggestions from veteran parents:

• Listen to your student and provide supportive encouragement
• Encourage self-reliance (but be a safety-net when things are really rough)
• Praise accomplishments soundly and attempts enthusiastically
• Keep them informed about life back home and family events
• Encourage active involvement with on-campus activities and groups
• Stay connected; social media, email and texting may be better ways to connect with less verbal students than phone calls or Skype. By the same token, try to lessen over-reliance by decreasing contact when over-dependency may be an issue
• Discuss your expectations for your student before starting college and continue the conversation as the weeks/months progress
• Help your student connect to resources when needed. Urging and assistance may be needed in locating and accessing counseling, advising, and special services
• Balance is the key; reassure your student that while the transition may be uncomfortable, it is temporary and they will likely flourish in time
Remember that while your student is facing the challenges of a new phase of life, so are you. Expect that it might be a little rough for you to adjust to the changes too and give yourself permission to feel all the emotions that come when a child goes to college. Remember to find your own support. Reconnect with family, friends, interests, and hobbies.

**Office of Student Transitions**

All new students beginning their academic journey at WMU are very important to the Office of Student Transitions. Members of the Student Transitions team are committed to supporting all first-time undergraduate students, which includes first years, transfers and contemporary students. Because attending college is a major life event, filled with expectations and questions, the Student Transitions department is designed to assist and support students in developing social networks, understanding the expectations of academic rigor, and learning about the vast opportunities and resources at WMU.

The First-Year students completing high school (not transferring to WMU) benefit greatly from participating in New Student Orientation, Fall Welcome and the First-Year Seminar course because these programs build upon each other, helping students get involved and adjusted. Transfer and contemporary students benefit from the services and programs offered by Transfer Student Services; students have the opportunity to develop new skills, in addition to improving existing college-related skills through the Transfer Ambassador and Fall Welcome programs. Studies show that students who are involved and engaged often experience greater success leading toward graduation. Students can gain maximum benefit from participating in the array of programs that are offered by Student Transitions.

**New Student Orientation:** During this experience, students, parents and families receive helpful curricular and co-curricular information. Students learn about academic advising, register for the first semester of classes, meet other students, and participate in informational and social activities. Parents and families have opportunities to informally and formally meet with faculty and staff from across the University, as well as learn about the vast array of services, resources and programs available for students.

**Fall Welcome:** A transition program designed to strengthen the bond between first-year and new transfer students and our WMU community. Students move into the residence halls before the semester officially starts, become familiar with the campus and local community, and attend numerous activities.
programs and activities to prepare for the start of the fall semester.

**First-Year Experience (FYE 2100):** A semester-long two-credit hour transitional seminar that provides the tools necessary for first-year students to connect learning with the reality of life as a college student. Students continue to build lasting relationships and strategize for future success at WMU and beyond.

**Transfer Student Services:** Utilizes a comprehensive student-centered approach to help engage, support and empower students in their successful transition to WMU. Collaborative efforts effectively enhance the academic and personal success of transfer and contemporary students as they continue their progress to graduation. 

Visit wmich.edu/transitions or call (269) 387-2167.

**Housing**

Residence Life provides a variety of housing options to meet students’ needs throughout their college careers. Living on campus offers convenience, the benefit of a community of peers, a safe environment, and support for the challenges associated with being a busy college student. Most first-year students live in the residence halls, but WMU also offers apartments for upper-level and graduate students, and students with families. When students have problems or questions, trained student and professional staff are easily accessible. They help with everything from how to get involved on campus to tips for living with a roommate to referrals for campus services. In the residence halls, there is a resident assistant (RA) who lives on each floor. RAs are upper-level students who are responsible for creating a floor community through hall activities, assisting students with personal and academic concerns, and helping in emergency situations.

A full-time professional hall director manages each residence hall. The hall director lives in the building and is responsible for student staff supervision, facilities management, crisis intervention, and creating an environment supportive of education and self-discovery.

Visit wmich.edu/housing, call (269) 387-4735, or email WMU-housing@wmich.edu.

**Residence Hall Opening and Closing Dates**

**Fall 2018**
- Aug. 26 - Residence halls open, 9 a.m.
- Dec. 14 - Residence halls close, 7 p.m.

Fall Recess and Thanksgiving breaks – Residence halls remain open with reduced services

**Holiday Recess**

Residence halls close for holiday recess Dec. 14 to Jan. 5. Students who may need to stay in Kalamazoo during all or part of the holiday recess are encouraged to live in Britton/Hadley Hall. The building will be open during the recess, and students can stay for a recess housing fee.

**Spring 2019**
- Jan. 5 - Residence halls open, 10 a.m.
- April 26 - Residence halls close, 7 p.m.

Spring break – Residence halls remain open with reduced services

**WMU Dining Services**

Dining Services provides on and off campus students with a variety of appetizing food and beverage options. Students can enjoy expansive menu selections, ranging from healthy and crunchy to spicy and savory, at any of the four residential dining centers across campus. An array of micro-restaurants within the dining centers offer students fresh and customizable selections to meet individual preferences. Students requiring dietary accommodations can sign-up to utilize My Pantry, an allergy-friendly
zone, located within the Valley Dining Center. All Dining Centers accept meal plans, Dining Dollars, cash or credit cards.

Complementing the dining centers, seven Campus Cafes are located near academic buildings and offer convenient options for students. The cafes provide grab-n-go and a la carte meal selections, and accept Dining Dollars, cash or credit cards.

Make life a little easier by adding dollars to your student’s Bronco ID card for Dining Dollars. Simply go online and use your debit or credit card to gift your student’s account. Funds are instantly accessible and eliminate the need for cash. All you need is your student’s BroncoNET ID and first/last name.

Visit wmich.edu/dining or call (269) 387-4844.

Financial Planning

Does your student understand the basics of effective money management? If not, now is the time to discuss how you and your student will manage upcoming college expenses.

Helpful suggestions:

• File the Free Application for Federal Student Aid (FAFSA). The FAFSA is your gateway to exploring eligibility for many federal, state, university and private funding sources that can aid with educational costs and expenses.

• Visit the Registrar’s website for your estimated cost of attendance at wmich.edu/registrar.

• Become familiar with the WMU billing process, including when charges are applied and when they are due.

• Establish a mutually agreeable budget and expense management plan with your student.

• Encourage your student to open a local bank account; and understand how to manage and balance it.

• Educate your student about the responsible use of debit/credit cards. Discuss the use of debt, and why it is important to borrow only what is needed.

• Understand that financial aid may not cover all of your student’s expenses. Create a plan for managing the difference between anticipated expenses and your available sources of assistance. Consider student employment as a way to supplement existing resources.

• Discuss the financial impact of academic choices, and how your student can minimize the overall cost of college by staying focused on their classes and graduating according to schedule.

• Ask your student to grant you proxy and authorized user access to stay informed about your student’s account.

Preparing to manage the cost of education is an essential part of a sound college plan. By having these discussions early, you and your student can agree on how you will share responsibility for educational expenses.

Visit wmich.edu/financialliteracy or call (269) 387-6019.

Bank/ATMs

A full-service PNC Branch is located in the Bernhard Center Bronco Mall and PNC ATMs are located in four locations around campus. Additionally, an Arbor Financial Credit Union ATM is located at the corner of Wilbur St., next to the Bronco Transit Loading Zone.

Bronco Express

Bronco Express is a convenient year-round location to take care of everyday University business. Bronco Express assists students with transactions and questions related to financial aid, making payments, student accounts and general registration information.

With no appointment needed, students can:

• Apply for financial aid.

• Check financial aid status.

• Make payments on accounts. (only cash or check accepted)

• Check account balances and receive clarification on charges.
• Identify expected dates of financial aid disbursements.
• Ask basic registration questions.
• Make an appointment with a financial aid counselor.

Bronco Express and the Student Financial Aid Office are open Monday-Friday.

Visit wmich.edu/broncoexpress, email finaid-info@wmich.edu, or call (269) 387-6000.

Transportation
WMU students may have a car on campus, even during their first year by purchasing a parking pass. The pass will allow students to park in specifically designated lots depending on where they live. During the nicer seasons, many students ride bicycles, mopeds, scooters, or skate around campus.

Another convenient transportation option for WMU students are the bus systems—Bronco Transit for on campus destinations, and Metro Transit for locations throughout the Kalamazoo area. Students ride free by showing their WMU Bronco ID card. Amtrak trains and Indian Trails and Greyhound buses depart from the Transportation Center located in downtown Kalamazoo.

Bronco Transit offers continuous service throughout the main campus, Parkview campus and Oakland Drive campus and features a GPS system allowing riders real-time tracking of bus locations. Additionally, regularly-scheduled shuttle service is offered to and from the College of Aviation in Battle Creek.

Downtown Express is an option for students traveling by train or bus to other destinations on weekends. It leaves the campus loading zone Fridays at 1:50 p.m. for the downtown Transportation Center; on Sundays it leaves the station at 5:45 p.m. and drops off on campus around 6 p.m.

Visit wmich.edu/broncotransit for more information.
The biggest stumbling block many new college students face is time management due to the drastic change in their daily routine. High school students typically have a fairly structured schedule. Students go to school for 6-7 hours; attend rehearsals or athletic practice after school, or perhaps a job; spend the evening studying or with family and friends; get up the next day and do it all over again. Predictable and controlled.

College life is very different and unstructured, offering a heady sense of freedom. Your student may only have classes on Monday/Wednesday/Friday – or on Tuesday/Thursday. Your student may have class at 8 a.m. and then a long break until an evening class. Attendance may or may not be required by the instructor. There are events and social activities taking place at all hours of the day and night. Consequently, it is easy for a student to get distracted and lose focus on academic priorities. Some key steps to ensure success include:

• **Remind your student that school is a full-time job.** For each credit hour taken, students should plan on 2-3 hours of preparation time outside of the classroom.

• **Your student should read and know each course syllabus** – and become very familiar with the expectations and requirements of each course. The course syllabus includes all of the details, as well as instructor contact information and office hours.

• **Encourage your student to use a planner** – an essential tool in staying organized. Transfer key dates and deadlines from each syllabus to the planner. Plot out time in the classroom, time to study, work hours, volunteer hours, and also schedule in that oh-so-important free time. Balance is the key!

• **Develop good study habits from the beginning.** A college course isn’t like a high school course with daily worksheets and weekly chapters. College students need to be proactive and self-motivated in keeping up with course readings and project deadlines, because the instructor may not necessarily offer reminders. After all, everything is listed on the syllabus. And remember, if your student needs help, we have many campus resources to help students learn how to study.

**HEALTH AND WELLNESS**

*What lies behind us and what lies before us are small matters compared to what lies within us.*

—Ralph Waldo Emerson

**Sindecuse Health Center**

Sindecuse Health Center believes parents and families play a vital role in the health of their college student. We’ll serve as your family physician’s office away from home with board-certified clinicians who specialize in college health care. For students continuing their medical care, we coordinate with your primary-care clinician to transition treatments to Sindecuse. Our pharmacy offers affordable prescription and over-the-counter medications and will gladly transfer outside prescriptions.

We offer clinical care by appointment and health education services including:

• **Acute illness and injury care**

• **Preventive health services including**
  - immunizations, allergy shots and nutrition counseling

• **Lab and x-ray services including orders from outside clinicians**

• **Physical therapy, rehabilitation and massage therapy**

wmich.edu/families
• Individual, group or couples counseling
• Psychiatric and mental health care
• Health promotion and education programs that support students in making healthy, safe choices

All WMU students are eligible to receive care at the health center, whether or not they are insured. If your student is insured, we will submit a claim to your insurance company. Sindecuse accepts some Medicaid plans. Participating insurance plans are listed on our website.

To make the transition to WMU easier, visit our new student welcome page at sindecuse.com/about/forms/welcome to have your student’s medical records transferred to Sindecuse.

Visit sindecuse.com or call (269) 387-3287.

Counseling Services
Counseling Services, located within the Sindecuse Health Center, offers confidential, short-term individual, couples and group counseling. Your student’s time at Western Michigan University may include stress, complicated decisions, and/or challenging situations.

The counseling process can help students learn skills to better cope with challenges and improve mental health, which will lead to a healthier and more fulfilling college experience.

Counselors help students identify challenges and make changes to manage the emotional and social difficulties that might complicate college life:
• Relationship and/or family conflict
• Stress and anxiety
• Grief and loss
• Social and peer pressure
• Sexual identity issues
• Trauma and post-traumatic stress
• Adjusting to college life

Experience GOLD quality care at WMU’s Sindecuse Health Center.

Make appointments online at sindecuse.com or by calling (269) 387-3287.
We participate with many insurance plans—visit wmich.edu/healthcenter/about/insurance-participation
• Feeling down and/or depressed
• Body image and/or eating disorders
• International student support
• Marginalized identity

Every student is unique, so we tailor our services to suit your student’s particular need. Our counselors are licensed mental health professionals and graduate student interns. Counseling assistance is available and free for all enrolled WMU students.

Visit wmich.edu/health center/counseling or call (269)387-1850.

University Recreation and Student Recreation Center

WMU is devoted to providing facilities, programs and services that promote the total development of our students and employees in the pursuit of a healthy lifestyle. The Student Recreation Center (SRC) serves on average 2,000 students, faculty and staff each day. The facility includes:

• Basketball courts
• Multipurpose gyms for indoor soccer and racquet sports
• Group fitness & CycleFit rooms
• F45 functional training studio
• Three story climbing wall
• Weight training room
• Indoor track and tennis courts
• Recreational pool

We offer personal training, sport leagues, sport clubs and group exercise, utilizing equipment and facilities designed to promote health and well-being. We support education by providing students the opportunity to participate in co-curricular activities that help reduce stress, while strengthening their bodies. Students that utilize the SRC at least 15 times per semester are more likely to return to WMU each year and carry a higher grade point average.

Through a recent survey, student users have indicated that they have more energy, less stress and greater self-esteem. The SRC also assists students with healthy choices/habits, confidence and an appreciation for diversity, which help support college success.

Employment opportunities are available for students seeking leadership roles and development of a productive, healthier campus.

Visit wmich.edu/rec.

Campus Safety

WMU is committed to providing a safe and secure environment:

• that is conducive to the education of our students by protecting life and property;
• by the investigation and prevention of crime;
• and by providing assistance to all persons in need in a manner that promotes confidence in our department throughout our diverse campus community.

The Department of Public Safety (DPS) is divided into three divisions: Patrol Division, Detective Division and Community Policing Division. The police force is fully deputized and assistance is available 24/7. If you see something, say something reporting is encouraged throughout our community in any situation either by calling DPS or by using the online student concern form.

It is imperative that students also take responsibility for and be mindful of personal safety. Here are some tips and reminders to discuss with your student:

Students should

• After dark, always walk with a friend whenever possible. Free campus escort service is available by calling (269) 387-7433 (387-RIDE).
• Be aware of the emergency phones (blue lights) located around campus and use them if they see anything suspicious.
• Register a phone number for the WMU ALERT emergency system through the GoWMU portal. This system is only used in extreme emergency situations.

• Periodically check the WMU home page for alerts and updates.

• Keep residence hall rooms or apartments securely locked and curtains/blinds closed when away.

• Be mindful of personal belongings in public locations, especially electronics. Do not leave them unattended.

WMU has a comprehensive Critical Incident Response Plan that is regularly tested, reviewed, and updated by all areas that provide emergency management response and recovery should a critical incident occur at WMU. Trained emergency preparedness volunteer teams provide leadership and direction during fire evacuation and tornado shelter exercises.

If weather conditions result in closing WMU, the information is immediately announced through WMU Alert, posted on the WMU hot line (269) 387-1001, and the WMU home page at wmich.edu. These sources will also be updated should a campus emergency occur.

A Twitter feed is available to inform our community regarding situations in the general area of campus. This resource is available to families and others and we encourage you to sign up. A Twitter account is not necessary - you can opt into receiving text messages to your mobile device. The Twitter feed supplements the WMU Alert system used to inform our students and staff regarding on-campus emergencies.

Types of messages that are posted on the Twitter feed:
• On-campus emergency alerts
• Near-campus emergency and advisory notifications
• Crime-prevention suggestions and safety tips
• General comments about the university and community

Visit wmudps.wmich.edu/ or call (269) 387-5555.
INVOLVEMENT OUTSIDE THE CLASSROOM

Bernhard Center
The Bernhard Center is WMU’s multifaceted student center, with over 6,000 visitors daily. It offers many amenities and services to our students, faculty and staff. Affectionately known as the “BC”, students can grab a bite to eat, meet friends for coffee and group study, purchase textbooks, get help with financial aid questions, open and maintain a bank account, enhance their leadership skills, even coordinate a seminar or concert with their student organization. Subway, K-Zoo Coney, Fresh Coast Tacos, Biggby Coffee, Bernhard Café & Market, PNC Bank, WMU Bookstore, Bronco Express financial aid center, student organization support services, and a variety of meeting and event spaces are just some of the services and facilities available to all students at the Bernhard Center.

Office of Student Engagement
Every Leader Starts Somewhere! Where will your student start?

Our Mission: To engage campus, empower students and develop leaders.

Research shows that students who are involved do better academically and will persist to graduation. We provide a wide array of activities that will engage your student. Getting involved will empower confidence and set your student apart. We offer this competitive edge as crucial leadership skills are developed. Our programs and services are intentionally designed to help your student succeed both now and at the next level.

Our office offers large campus programming, leadership development activities, fraternity and sorority life, a student media group, and over 400 student organizations. There is something for every student to get involved in and find their niche at WMU.

Visit wmich.edu/studentengagement or call (269) 387-2115. For the list of student organizations, visit wmich.collegiatelink.net.
WMU Signature

WMU Signature is a program, unique to WMU, for students to reflect on their out-of-class learning experiences to explore and identify a passion that will be reflected on their WMU diploma. It provides a meaningful and reflective framework that inspires students to intentionally integrate, synthesize, and articulate their unique WMU experience.

Why WMU Signature?
• Connect the dots between all experiences.
• Gain transferable skills and be more marketable.
• Be recognized for the learning that occurs outside of the classroom.
• Available to all students, undergraduate & graduate.
• No need to sign-up, all active students are already in!
• Finding events and tracking progress is all done in the student engagement platform, ExperienceWMU.
• WMU is the only higher education institution to offer a co-curricular designation on the academic transcript and diploma.

Students are encouraged to select a Pathway that focuses on a passion not already covered by their academic courses. Established Pathways include:
• Civic Engagement
• Diversity and Inclusion
• Entrepreneurship
• Global Engagement
• Health and Wellness
• Leadership
• Social Justice
• Sustainability
• Teaching and Learning (graduate students only)
• Self-Exploration

Visit wmich.edu/signature or call (269) 387-2128.

Multicultural Affairs

The Division of Multicultural Affairs serves as an information resource on the role and value of diversity in education for Western Michigan University and the greater Kalamazoo communities.

Our Focus
• Events and programs that promote cultural awareness
• Support for student organizations
• Networking opportunities
• Mentor and peer mentor programs
• One-on-one tutoring
• Academic progress monitoring
• Employment and internships
• Scholarship information

The Division of Multicultural Affairs strives to ensure that all students are given the full opportunity to discover and develop their talents, interests, and unique potential, and to provide a learning-centered environment that presents the context for intellectual, cultural, professional, and personal growth during the college experience. Through programs, services, and initiatives that address cross-cultural competency and personal empowerment, Multicultural Affairs
Affairs fosters community development, leadership, and a campus climate that respects and appreciates the history, culture, and traditions of all students.

Visit wmich.edu/multicultural or call (269) 387-4420.

Lesbian, Bisexual, Gay, and Transgender (LBGT) Student Services

The Office of LBGT Student Services is committed to supporting a vibrant campus environment that celebrates the diversity of gender identity and sexual orientation. We provide support, education, and advocacy to our campus community so that every person can feel welcome and supported to be their full authentic selves. In addition to our award-winning programs and events, our resource room is available to all students as a safe space to relax between classes and connect with LBGT resources.

Visit wmich.edu/lbgt or call (269) 387-2133.

Real Talk Diversity Series

At WMU’s Real Talk Diversity Series, participants interact and learn about the experiences and perspectives of individuals and groups from many cultural backgrounds. Each Real Talk event includes discussion of the intersection of multiple identities. The series provides a forum to engage in and discuss critically many pertinent issues, serving as a bridge to the entire campus community.

The Real Talk Diversity Series serves as a catalyst to promote, celebrate, and increase awareness about diversity at WMU, to recognize cultural differences as well as similarities, and to encourage cross-cultural interaction. These goals are accomplished through a number of different program formats including awareness raising programs, stimulating dialogue, and eliminating false ideologies.

All Real Talk Diversity Series events are free and open to the public and are generally scheduled for two hours.

Visit wmich.edu/diversity/realtalk or call (269) 387-6324.
Career and Student Employment Services

“What can I do with my major?” “How do I get an internship?” “What skills are employers looking for in new graduates?” These are common questions from students and families. Career and Student Employment Services can help students discover, explore, test and confirm career choices. Here are a few services offered:

- Career Zone; a drop-in resource center open Monday-Friday and staffed by career coaches.
- Career advising - individual appointment with professionals to discuss unique career questions.
- Workshops on job search and career planning topics throughout the year.
- A variety of job fairs where students can connect with employers and network.
- Internship, summer job, part-time job and full-time job listings and an application system through Handshake.
- Industry information sessions, employer panels and campus interviewing by recruiters.

Many WMU students work to supplement the cost of tuition and living expenses. Working on campus is beneficial because campus employers understand the challenges of balancing academics and employment. We recommend that full-time students (taking 12-15 credit hours) work no more than 15-20 hours per week so they have sufficient time to devote to their studies.

Visit wmich.edu/career, stop in Ellsworth Hall, or call (269) 387-2745.

Children’s Place Learning Center

WMU Children’s Place Learning Center provides a child-centered, high quality child care program that focuses on the developmental stages of each child as well as providing the academic preparation needed for a successful entry into Kindergarten.

Based on the Creative Curriculum, planned activities align with the goals and objectives for each classroom and focus on the individual child’s learning and growth.

Located conveniently in the heart of Western Michigan University’s campus, the Center has been providing quality child care to the campus and Kalamazoo community since 1996. Our dedicated teaching staff features experienced, certified and degreed lead teachers. Additional teaching staff includes students in the College of Education completing their Early Childhood internship. Our staffing resources allow us to keep low child-teacher ratios and offer personalized care for children from 15 months to 12 years old.

The Children’s Place is dedicated to providing the best quality care available at the most reasonable price. We are proud of our NAEYC accreditation. This achievement puts us among only three accredited centers in the Kalamazoo area. Our scheduling allows for part time and full time care.

The Children’s Place features Pre-kindergarten, preschool and toddler programs. Each program is designed to meet the specific needs of the age group as well as the individual child. Outdoor play is provided daily on one of our two fenced playgrounds adjacent to the center. The Center is also a Great Start to Readiness and Kalamazoo County Ready 4s approved site. As a recipient of the federal Campus Child Care Means Parents in School (CCAMPIS) grant, the Children’s Place offers discounted rates for eligible WMU student parents.

Before and after school child care is available for children up to age twelve, in addition to a summer program geared just for the school age child. We also offer Back-Up Care for those times when child care is needed for a snow day, parent conferences or an unexpected meeting or event.

Visit wmich.edu/childcare or call (269) 387-2277.
ACADEMIC LIFE AND EXPECTATIONS

We believe that student success is our shared objective. Here are topics to talk with your student about to reinforce academic success.

Go to class!
Skipping class is the #1 reason why students fail. It doesn’t matter if attendance is required or not. Instructors will share and discuss lecture materials during the class that may not be in the textbook…but for sure will be on the final exam!

30 Matters!
Study at least 2-3 hours outside of the classroom for every credit hour in the classroom.

College is your student’s new full-time job. 12 credit hours in the classroom should equate to 24-36 hours of outside homework and review. Some classes will require more work than others, but this is a sound general rule for guidance.

Review the course material on a weekly basis.
Many final exams are comprehensive and cover the entire semester. Reviewing the material on a weekly basis will make studying for finals SO much less overwhelming.

Schedule social and “play” time.
Does your student love video games, soccer or playing Frisbee? Schedule time to enjoy these things and spend time with friends. And also be mindful of when it’s time to get back to the books!

Know when the last day to withdraw from a course is for each semester.
Sometimes no matter how hard a student works, it may be the prudent choice to withdraw from a specific course and take it at another time. WMU allows ample time during the semester to make a thoughtful decision about withdrawals. (But first check with the academic advising staff and financial aid.)

Start assignments early and break major projects into smaller manageable chunks.
You never know when you are going to get sick or mysterious computer problems might cause you fits. Planning and working ahead will allow ample time to finish assignments without undue stress.

Meet with an academic advisor every semester.
The academic advisors are the best resource to ensure that students are staying on track with their coursework and moving smoothly toward graduation. We encourage students to get to know and develop relationships with their advisors. They are a great source of advice and encouragement!

Get to know the course instructors.
Every instructor has weekly office hours which are listed on the syllabus. We encourage students to visit their instructors, ask questions, and seek clarification on the course material. Many times, instructors know of research, internship, and/or job opportunities that students might be interested in. Don’t lose out on these valuable relationships.

Opportunity is missed by most people because it is dressed in overalls and looks like work.
— Thomas A Edison
Seek out tutoring if/when needed… before it's too late.

WMU offers many support services to students to ensure success in the classroom. Tutoring may be offered through the individual department, as well as through the Bronco Study Zone and the Academic Resource Center. Encourage your student to take advantage of these free resources to get through those tough classes.

Form study groups.

Many of the residence hall communities and the Center for Academic Success host study groups. Encourage your student to take advantage of these groups or form a new study group. Working with others can make studying more effective and enjoyable.

Know how to use the library and visit it frequently.

The resources found in University Libraries are essential to student success. The library staff is knowledgeable, friendly, and well-equipped to assist students in finding the materials needed for any sort of project. It’s a great place to study individually or to work on a group project!

Many first-time college students are so excited about the thought of being a college student, they haven’t given much thought to what it really means. Preparing ahead of time for some of the major differences can assist with the transition from high school to college.

STUDENT SUPPORT RESOURCES

Plan It 4-Ward: A Planning Tool for your Student

Plan It 4-Ward is designed to connect students to resources, opportunities and experiences that cumulatively prepare them for success inside and outside the classroom. It is supported through the expertise and resources of multiple offices across campus (Academic Advising, Financial Aid, Career and Student Employment, Student Engagement, the Graduate College, department and faculty mentors, etc.).

Plan-It 4 Ward includes four components:

- A comprehensive, personalized academic plan and experiences during your student’s entire time at WMU.
- A plan that will support and reinforce financial well-being through consistent education and application.
- A plan that bridges personal interests and career aspirations through intentional educational and experiential opportunities beginning first-year through graduation from WMU.
- Integrated co-curricular experiences that compliments your student’s overall WMU experience through involvement, participation and engagement.

To assist students in the planning process, WMU provides a four-quadrant worksheet. Students should use the worksheet and explore the websites listed in each box while making notes.

Visit wmich.edu/transitions/planit.

Disability Services for Students

Our mission is to make education accessible. DSS works to support and accommodate students who identify with:

- ADHD/ADD
- Learning Disabilities
- Deaf/hard of hearing
- Blindness/visual Impairments
- Chronic Medical conditions
- Depression, Anxiety, PTSD, or other psychological conditions
- Mobility concerns
- Temporary disabilities

Visit wmich.edu/disabilityservices or call (269) 387-2116.
## HIGH SCHOOL VS. COLLEGE

Many first-time college students are so excited about the thought of being a college student, they haven’t given much thought to what it really means. Preparing ahead of time for some of the major differences can assist with the transition from high school to college.

<table>
<thead>
<tr>
<th>HIGH SCHOOL</th>
<th>COLLEGE</th>
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| Structured and sequential. Typically a daily routine that is stable and predictable. | Time/Schedule  
Unstructured. Students are personally responsible for getting up, going to class, managing priorities, and going to bed at a reasonable hour. |
| Significant contact as most classes meet 5 days per week. One to one relationships and casual meetings before/after class. Frequent homework reminders. | Teacher/Student Relationship  
Most classes meet 2 to 3 times per week. Students are expected to contact faculty during office hours. Work is often self-directed. |
| Parents and guardians have access to and monitor grades, assignments, and attendance. Parents contact teachers or counselors directly with concerns. Communication is open and information freely shared. | Parent/Family Involvement  
Students must grant proxy access to academic and financial information. This does not include assignment grades or attendance. Instructors and advisors cannot talk with family members about student progress or concerns without the student’s written authorization. |
| Guidance counselors plot out the four-year curriculum with the student. Parents may also be involved. | Counseling/Advising  
Students make appointments with academic advisors every semester and should be prepared prior to meeting with the advisor. Many courses are self-selected based on interests. |
| Student freedom is usually dictated by scheduled activities and parental guidelines. | Freedom  
Students make their own choices about how to use their time. |
| Students may be able to earn good grades with minimal effort. The class work is evenly distributed throughout the semester. Students are given detailed instructions and support for major papers and projects. | Academics  
Students may find that college is more rigorous and expectations are higher. Minimal effort may produce poor grades. Course work tends to be “back loaded”, meaning that there may be more work in the second half of the semester. Students must ask for assistance and clarification if they don’t understand major assignments. |
| Parents, teachers and counselors advocate for individual students. Parents frequently intercede in problematic situations. | Advocacy  
Students must learn to advocate for themselves by asking for help when they need it and taking advantage of University support services and resources. |
The Invisible Need Project

Western Michigan University

The Invisible Need Project is a multi-faceted initiative intended to serve students with unmet needs, while strengthening the culture of giving at Western Michigan University.

Student Emergency Relief Fund/T-Shirt
Annually a T-shirt is sold to the campus and community, with the proceeds dedicated to the Student Emergency Relief Fund. This fund assists students with various immediate needs, not covered by financial aid, which could force them to leave WMU and abandon their educational pursuits.

WMU Food Pantry
The campus food pantry is open to any WMU student facing food insecurity or in need of support. Students can shop the pantry, located in Faunce Student Services as often as every two weeks. Food collection sites are located in many campus buildings and we offer volunteer opportunities throughout the year to interested students.

Bryan and Kathy Stauffer Health Emergency Fund:
This fund supports uninsured and under-insured students with emergency health care needs and medical expenses at the Sindecuse Health Center.

How to support the Invisible Need Project:
- Make a cash donation
- Buy a T-shirt
- Donate food items  
  (non-perishable, non-expired items)

Visit wmich.edu/invisibleneed.

The Office of Student Conduct (OSC)
enhances student learning and personal development by creating an educationally purposeful, disciplined and caring community. OSC staff members:
- Meet with students to facilitate the conduct process and discuss allegations of behavioral and/or academic misconduct.
- Educate students about their rights and responsibilities as a WMU student.
- Inform the campus community about the goals and purpose of the Student Code.
- Connect students to campus resources as a part of the educational process in order to promote their success and well-being.

Visit wmich.edu/conduct or call (269) 387-2160.

The University Ombudsman
is an intervention agent and impartial person who helps students, faculty, and staff resolve academic and non-academic concerns. The Ombudsman:
- Listens and discusses questions or concerns.
- Provides information to answer questions or assists in making connections with other resources.
- Explains the University's policies and procedures and how they may affect the concern.
- Follows up with to make sure the concern is resolved.
- Recommends changes in the institution that will make it more responsive to every member of the community.

Visit wmich.edu/ombudsman or call (269) 387-0718.

FERPA
The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of a student’s education records. When a student reaches the age of 18 or begins attending a postsecondary institution regardless of age, FERPA rights transfer to the student.

Parents and guardians may obtain directory information only at the discretion of the institution. Non-directory information (grades, GPA, etc.) may be obtained if the student grants
parents or guardians authorized user access or by a signed consent form. You can read a summary of this law at wmich.edu/registrar.

Information considered directory information at Western Michigan University:

- Name
- Address
- Telephone Number
- WMU email address
- Curriculum and major field of study
- Dates of attendance
- Enrollment status (full/part time)
- Degrees/Awards received
- Most recent previous educational agency or institution attended by the student
- Participation in officially recognized activities and sports
- Weight and height of athletes

**Authorized User Access**

WMU students have the ability to grant access to third party individuals to view certain academic and financial aid information. In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), student financial and academic records may not be shared with a third party without written consent.

There are two types of third party access available:

**Authorized User Access for Accounts Receivable**

This access allows a student to give users access to view their WMU Billing account and make payments. Because of the payment options, this account requires a separate username and password. Instructions to create an authorized user for viewing bills and making payments can be found on the Accounts Receivables page.

**Authorized User Access for Academic and Financial Aid**

This access, known as “Proxy Access”, allows the student to give their parent or other third party user access to view the following academic and financial aid information:

- Degree Works
- Enrollment Verification
- Midterm Grades
- Final Grades
- Concise Student Schedule
- Schedule of Classes
- Unofficial Transcript
- Financial Aid Requirements
- Financial Aid Award for Aid Year
- Financial Aid Payment Schedule

Please note: Information can only be viewed, not edited. In order to grant authorized user access to financial aid information, students must voluntarily consent to participate in electronic transactions. The consent form can be found on GoWMU, on the Student Home Tab by clicking on Financial Aid. Students can modify or cancel their electronic authorization and consent at any time by contacting Bronco Express.

For further information on how a student grants this access and how users can use this access after it is granted, visit wmich.edu/registrar.

**Preferred Name Policy**

WMU recognizes that individuals may use a first name different than their legal name to identify themselves. As an inclusive and diverse community, we allow students, faculty and staff to use a preferred first name different than their legal name for certain purposes and records in the course of university business, communication, and education. Students can establish a preferred first name in GoWMU by clicking on “View/update My Personal Information”. The legal name will continue to be used where required by law or university requirements. All student information will continue to be linked to both legal name and preferred name for the purposes of university records. Additional information on WMU’s Preferred Name Policy and a list of where the preferred name displays can be found at wmich.edu/registrar.
ACADEMIC RESOURCES

Academic Advising
There are many people assisting students with deciding on a program of study, a major and a minor. We recognize that the decision on what degree to pursue may take time and that often, there are changes along the way. It’s important that students and families become familiar with the advising structure.

Academic advising is a responsibility shared between the student and advisor; each play an important role in the success of this relationship. Undergraduate students at WMU receive assistance from the college advisor to plan coursework and progress toward a degree and each college is staffed with professional advisors.

As students select a major and minor, they will be advised by academic advisors within those specific departments. The advisor helps to plan the sequence of courses required in each area. Many courses have prerequisites, so careful planning is important.

College advisors assist in working to meet all university requirements. The academic advisors provide assistance with the specific requirements in your major and minor. Both play an important role and have a depth of knowledge to share with each student.

Visit wmich.edu/registrar/students/advising/ for complete advising information.

Center for Academic Success Programs
The Center for Academic Success Programs (CASP) helps students succeed at WMU. All CASP services are FREE to WMU students. Areas within CASP include:

Exploratory Advising: the temporary advising home for first-year students who enter WMU without a declared major.

Advisors offer personalized academic advising and assistance with career exploration. Exploratory Advising also includes the Alpha Program, a special admissions program for select students.

The Academic Resource Center offers:
- Course Tutoring: Small group sessions that allow students to review class material, ask questions, prepare for exams, and clarify class concepts.
- Supplemental Instruction: Guided study sessions for challenging classes, such as chemistry and accounting. Sessions are led by tutors who have previously taken and excelled in a particular course.
- College Success Seminars: Hour-long seminars to help students improve reading strategies, time management, and other essential skills needed for college success.

Military and Veteran Affairs: dedicated to veterans, service members, and military dependents at WMU, and provides students with guidance in a variety of areas, including academic support, benefit support, and answers to questions about WMU.

Service-Learning: a mutually beneficial endeavor in which course learning objectives are met by addressing community-identified needs—putting academics into practice.

TRiO Student Success Program: a federally-funded program for first-generation college students.

The Writing Center offers individual sessions teaching how to make better choices about texts for classes, work, or personal needs. Consultants help students improve drafting, organizing, and proofreading abilities, write for different audiences and much more.

Visit wmich.edu/academicsuccess, stop in Ellsworth Hall (first floor), or call (269) 387-4411.
Lee Honors College

The Lee Honors College is home to more than 1,700 high-achieving students who are completing programs of study in each of WMU’s seven academic colleges. The honors college offers a wide variety of honors courses, many of which count toward general education, as well as exclusive opportunities like Study in the States, research and travel scholarships, professional development workshops, peer mentors, and many special events and seminars.

The honors college is housed in a beautiful LEED Silver-certified building that includes a lounge, classrooms, and a kitchen. Guided by WMU’s nationally and internationally recognized faculty, the honors thesis and other experiences provide unique opportunities for honors students to enhance their critical thinking skills and prepare for a lifetime of leadership and learning.

High school students who are accepted to WMU receive an invitation to join the college if they have an ACT composite score of at least 26 (or SAT composite of at least 1170 on the old test or 1240 on the redesigned test) and a GPA of 3.6. Current WMU students who have maintained a 3.5 or better for two consecutive semesters will receive an invitation to join the honors college. Similarly, transfer students with a 3.5 GPA also receive invitations to join the college. Any student who does not meet the automatic criteria may apply for admission to the college by completing an application available on the honors college website.

Visit wmich.edu/honors or call (269) 387-3230.

Study Abroad

Today’s employers are keenly interested in hiring internationally aware candidates prepared to join the global workforce of the 21st century. Studying abroad allows students to earn academic credit toward their degrees while gaining cultural understanding of a country. Foreign language students can greatly advance their speaking and reading skills through a language-intensive study abroad program.

WMU operates over 90 study abroad programs in more than 40 countries and offers access to countless more through worldwide linkages with other universities and organizations. Students may also complete an internship or volunteer for credit. Financial aid can be applied to study abroad programs and numerous scholarships are available.

The WMU Study Abroad office is located in Ellsworth Hall. Information sessions and walk-in advising are available Monday-Friday.

Visit wmich.edu/studyabroad, call (269) 387-5890, or e-mail study-abroad@wmich.edu.

University Libraries

The Libraries strive to support students throughout their careers at WMU. Our service-oriented librarians, staff and student assistants are here to help. We deliver in-person, phone, text, and email help—simply walk in or visit our website for more information.
The University Libraries provides access to millions of books, online articles, streaming audio and video, databases and guides. Don’t know how to start or what to do? Ask us! We offer four locations across campus—we are open late and ready to help students succeed.

Locations: Waldo Library, Maybee Music and Dance Library (Dalton Center), Swain Education Library (Sangren Hall), and Zhang Legacy Collections Center.

Help
Each location has a service desk that is staffed during all hours of operation. Many of our employees are students too and are excited to help. Professional staff and librarians are on call and ready to assist with complex requests or research. Students can set up one-on-one consultations with a librarian for expert help with research papers and assignments.

Spaces
We have intentionally crafted spaces for quiet study, collaboration and group meetings.

Students can reserve one of our 12 group study rooms to collaborate with classmates, host group meetings or practice a presentation. Retreat to a quiet area to concentrate and study without distractions. Find a comfy seat and meet with friends or snag a whiteboard to work on assignments.

Technology
Students can use any of our 200+ computers and print directly from their accounts—even from their mobile devices. Select computers have been equipped with Adobe Creative Cloud and statistical software to support students who need these advanced programs. Students can explore cutting-edge technology in Waldo Library’s Virtual Reality Lab. The Lab is free for WMU students and supported by the Libraries and Office of Information Technology. Choose from over 20 titles and experience this new technology firsthand.

Visit wmich.edu/library or call (269) 387-5059.
Staying Connected

Communication
Talk to your student about communication BEFORE college starts. How often do you need to hear from your student to know everything is ok? How do you want to communicate? Coming to a mutual agreement before your student comes to WMU can save your family a whole lot of stress and anxiety later.

You want your student to continue developing into a responsible, independent adult. So do we! We offer support in every area—with academics, social and emotional challenges, spiritual well-being, physical and mental health.

We cannot teach people anything; we can only help them discover it within themselves.
— Galileo Galilei

Your college student still NEEDS you—your wisdom, your counsel and most of all your love. Be encouraging and supportive through the challenging times, reassuring them of your trust, acceptance, and confidence.

Allow your student to make mistakes and take responsibility for them. Most of us learn far more from bouncing back from our failures than from our successes. It’s important to allow our students that same opportunity to learn and grow from their own experiences.

If you sense something is not right, encourage your student to seek help. We have so many resources right here on campus. If your student is reluctant or refuses to seek assistance, let us know! We will quietly reach out to your student and offer help—in a confidential and non-judgmental way.

Campus Visits
We encourage you to visit your student on campus and offer a number of planned events throughout the year, such as Homecoming and Family Weekend to enjoy time with your WMU student. There is always something happening on campus and in Kalamazoo so if the planned weekends don’t work for your family, check out the WMU and Kalamazoo events calendars to find other interesting things to do.

Parents and guardians of students living on campus may obtain a free parking permit at either the WMU Parking Services Office during regular business hours or at the Police Station after regular business hours. You must present your vehicle registration slip and driver’s license. The student being visited must present a valid student ID card. All other visitors must purchase visitor parking permits or park at a meter and pay the posted fee.

Visit wmich.edu/parking or call (269) 387-4609.
Directions to Main Campus
From I-94
At exit #74, turn north onto U.S. 131, go 2.8 miles, follow the directions listed below for U.S. 131.

From U.S. 131
At exit #36, turn east onto Stadium Drive. Drive 2.5 miles; turn left onto Oliver Street. Cross railroad tracks, turn right onto Ring Road South; turn left onto West Michigan Ave and proceed up the hill. The Seibert Administration Building is located on the left at the top of the hill; the Bernhard Center is located on the right directly across the street from the Seibert Administration Building.

WMU Parkview Campus
WMU COLLEGE OF AVIATION
DIRECTIONS FROM WMU MAIN CAMPUS
237 NORTH HELMER ROAD, BATTLE CREEK, MI 49037

- Head east on Stadium Drive (I-94 / US-131 Business Route)
- Continue to follow I-94-BR
- Turn right at I-94-BR/King Hwy/M-96
- Slight right at I-94 BR East
- Take the ramp to Battle Creek and merge onto I-94 East
- Take exit 95 – Helmer Road
- Turn left on Helmer Rd and go through four stoplights
- College will be on the left-hand side

College of Aviation
Battle Creek Airport Facility
237 N. Helmer Rd.
Battle Creek, MI 49037-7917
(269) 964-6375

WMU COLLEGE OF AVIATION
Kalamazoo
Kalamazoo offers so much more than a memorable name. We effortlessly blend energy and innovation with friendliness and a humble attitude. Located in Southwest Michigan, about two hours from Chicago, Kalamazoo features a vibrant and progressive downtown that sets the stage for quality dining, eclectic shops and galleries, and live entertainment. Plus, you’re never far from lakes and outdoor recreation, festivals, and world-class attractions.

You’ll be surprised that a community of our size has so much to see and do here. It’s everything you’d expect to find in communities many times bigger than ours. You can always get to what’s going on without going far because everything here is incredibly accessible.

Come experience the big city benefits and small town feel that make Kalamazoo so appealing. For a complete listing of events, call (800) 888-0509, email generalinfo@discoverkalamazoo.com or visit discoverkalamazoo.com.
Things to do while your student is at WMU

- Enjoy a Bronco Athletic home game – football, hockey, baseball, volleyball, basketball, and so many more sports.
- Visit campus for the annual Homecoming and Family Weekend during fall semester.
- Experience WMU Theatre performances, School of Music concerts, dance productions, and student art exhibits.
- Enjoy Art Hop in downtown Kalamazoo, which takes place the first Friday of each month.
- Enjoy a Broadway show at WMU's own Miller Auditorium.
- Visit Kalamazoo in the summer for one of our annual festivals – Blues Fest, Island Fest, Ribfest – any or all of them promise a great time.
- Enjoy live music and great food at the Union Cabaret – a partnership between the WMU School of Music and the Millennium Restaurant Group frequently showcasing WMU music students and faculty members.
- Enjoy one of the best views in downtown Kalamazoo at the Skydeck – above Monaco Bay.
- Visit the many wonderful restaurants in Kalamazoo – delicious cuisine and such a variety to choose from.
- Enjoy the Kalamazoo Institute of Arts, the Air Zoo, the Gilmore Car Museum and the Kalamazoo Nature Center.
- Last but most important - be sure to attend your student's Commencement ceremony. It is the perfect finish to an excellent WMU education.

Home Visits

When college students come home, it can be an excellent opportunity to relax, catch up with each other, and offers the opportunity to appreciate their continued development into maturing young adults.

But sometimes the difference in expectations can cause conflict in the family. You may be planning get-togethers with extended family, along with lots of close bonding time with your student. They may be fantasizing about sleeping in their own bed till noon without the distraction of roommates or class schedules, as well as anticipating plenty of social time with old friends.

Twenty years from now you will be more disappointed by the things you didn’t do than by the ones you did. So throw off the bowlines. Sail away from the safe harbor. Catch the trade winds in your sails. Explore. Dream.

— Mark Twain

The change in independence might also cause a shock. You may have house rules, a set curfew, and expectations that they will keep you well-informed of their whereabouts. On the other hand, they have been independent while away at school and hasn’t had to answer to anyone regarding curfews or use of time. This disparity can cause an unexpected power struggle and ruin what should be a pleasant opportunity to re-connect with each other.

We encourage you to come to some agreements with your student prior to weekends or extended vacations home to help minimize conflict. Here are some thoughts and conversation starters:
Talk together about how you want to spend your time and try not to plan every moment. Protect some time together, but also plan for time apart. It can be challenging for students to balance quality time with the family and still visit with friends. Your support and willingness to allow them some space to make these decisions will be much appreciated. Consider that they are not only re-adjusting to being at home, but also discovering that friends are changing and growing. If this is unsettling, you can be a great source of comfort as they confront and come to terms with these changes.

Talk about house rules and how you might re-adjust them to accommodate the growing independence they have become used to. Students at college quickly learn to make their own decisions and also work through both intended and unintended consequences. With your student back home, allowing expanded freedom can create a challenge for you, but also helps to further the growing adult-to-adult relationship that you both are working towards. Students also need to be respectful of house rules and routines, so flexibility and mutual understanding is necessary from all involved.

During the weekend (at appropriate quiet moments):
Talk about school (but try not to let it become an inquisition). What is going especially good this semester? What isn’t going so great? What classes are you taking next semester? Have you thought about living arrangements for next year?

In this conversation, it may be apparent that your student has changed - all students seem a bit different after having lived away from home for a time and this is very normal. However, if you sense a severe change or something seems really wrong, we encourage you to lovingly probe more deeply. Reassure them that you are here to help, we at WMU are here to help, and that they don’t have to struggle with problems alone. They may not be ready to share specific details, but just showing your love and support goes a long way to be
reassuring. And in the worst-case scenario of serious mental health concerns, thoughtfully consider whether it is in your student’s best interest to continue the semester or if another solution needs to be explored.

Be prepared for change - your student is experiencing an increasingly open world in college and may express newly developing ideas surrounding lifestyle, religious, or political beliefs. WMU students are encouraged to respect and embrace diversity as they interact with people from all walks of life. They encounter new ideas and values that may differ from those they grew up with. Sometimes students struggle with reconciling these new and old ideals, so instead of letting this become an argument, use this terrific opportunity to engage in a productive dialogue with your student.

The main ingredient to a successful weekend or break is treating your student as an adult. Open and honest communication that emphasizes concern and interest, both before and during the visit will help to establish mutually agreeable expectations and boundaries.

**End of Semester Advice**

When final exams come around, most students find they are well-prepared because they stayed on track; attending their classes and keeping up with their coursework. Unfortunately, some students lose their academic focus somewhere along the way and final grades can be a cold splash of reality. Facing the end of a less than positive semester can cause regrets, self-doubt, and discouragement.

We hope to celebrate our student’s success and offer well-deserved praise when grades are posted...but that is not always the case. Despite your disappointment, this can be an opportunity to forge a strong bond between the two of you; recognizing your student as an adult who takes full responsibility for the choices made during the semester and creates a solid plan for moving forward.
Here are some thoughts to consider:

• Before you discuss the semester with your student, take a deep breath and try to calm your emotions. Your conversation will be much more fruitful if you can approach it with thoughtfulness and purpose.

• Your student likely feels worse than you do. It’s hard to deal with the consequences of poor academic performance and there is also the added stress of having disappointed you. These are powerful feelings and even more challenging than the sense of personal failure from a bombed out semester.

• If you approach the situation as a tough but valuable learning experience, your student may become stronger, both academically and personally. We learn much from our failures and even more from having the chance to rise above them. Everyone occasionally needs a “do over” and this may be your opportunity to encourage that option.

• Talk about what went wrong during the semester (preferably with a calm approach). Too much socializing? Attend class regularly? Need help with study skills? Did other issues overshadow the focus on academics? A conversation from the heart can be most helpful at this point - especially if you can find ways to approach your student as a young adult taking responsibility for personal actions - and not as your child who may have let you down.

• Talk about next semester and next steps. This may be a fresh start; an opportunity to begin again with a stronger sense of purpose and direction. Encourage taking advantage of campus resources that will be beneficial in improving academic performance. Ask how you can help prepare for the return to college. What does your student need from you and also need from us?

• And please tell ’em how much you love ’em! Your love doesn’t go away because of a bad semester. Your trust and support are essential in moving towards positive change.
In the event of an emergency: Kalamazoo County Emergency Management provides a video message at this site on the status of an emergency in the county: http://kalamazooemergencymanagement.org

The Red Cross has a "Safe and Well" website for people to register themselves so that family members can check on them after a disaster. https://safeandwell.communityos.org/cms/

LOCAL HOSPITALS

**Borgess Hospital**
www.borgess.com
1521 Gull Road
Kalamazoo, Michigan 49048
(269) 226-7000

**Bronson Hospital**
www.bronsonhealth.com
601 John Street
Kalamazoo, MI 49007
(269) 341-7654
Contact Information

WMU WEBSITE
wmich.edu

Emergency
911

Public Safety
(269) 387-5555

Emergency Information Hot Line
(269) 387-1001

Academic Advising
wmich.edu/registrar/students/advising/

Academic Success Programs, Center for
(269) 387-4411
wmich.edu/academicsuccess

WMU Bookstore
(269) 387-3930
wmubookstore.com

Bronco Athletics Ticket Office
(269) 387-8092
wmubroncos.com

Bronco Express
(269) 387-6000
wmich.edu/bronceexpress

Career and Student Employment Services
(269) 387-2745
wmich.edu/career

Counseling Services
(269) 387-1850
wmich.edu/healthcenter/counseling

Computer Help Desk
(269) 387-HELP (4357)
wmich.edu/helpdesk

Dining Services
(269) 387-4844
wmich.edu/dining

Disability Services for Students
(269) 387-2116
wmich.edu/disabilityservices

Family Engagement
(269) 387-4820
wmich.edu/families

Financial Aid (Bronco Express)
(269) 387-6000
wmich.edu/finaid

Health Center, Sindecuse
(269) 387-3287
sindecuse.com

Ombudsman
(269) 387-0718
wmich.edu/ombudsman

Parking Services
(269) 387-4609
wmich.edu/parking

President, Office of the
(269) 387-2351
wmich.edu/president

Registrar’s Office
(269) 387-4300
wmich.edu/registrar

Residence Life
(269) 387-4735
wmich.edu/housing

Student Conduct, Office of
(269) 387-2160
wmich.edu/conduct

Student Transitions, Office of
(269) 387-2167
wmich.edu/transitions

University Libraries
(269) 387-5059
wmich.edu/library

Vice President for Student Affairs
(269) 387-2152
wmich.edu/studentaffairs/vpsa
Rustica specializes in rustic European cuisine using local farmers and vendors whenever possible. With an emphasis on fresh, sustainable and local products, Rustica blends influences from France, Italy, Spain and other European countries with regional Michigan fare. The food at Rustica is simple, fresh, and delicious.

- Farm to Table
- Extensive Wine List
- Award Winning (DiRoNA, Wine Spectator)

RESERVATIONS ACCEPTED

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rusticakzoo.com

Be Positive. Be Healthy. Be Active.

The Student Recreation Center (SRC) exists to help students be healthy, active and successful. Our 240,000 sq. ft. facility provides a wide range of activities to support students and their interests.

- Intramural sport leagues
  Flag football, volleyball, soccer
- Club sports
  eSports, lacrosse, rugby, swimming
- Group fitness
  Zumba®, yoga, cyclefit, full body strength
- F45 functional training studio
- Personal training
- Climbing wall and pool
- Special events
  Turkey Trot, The Color Run, New Year, New YOU

Students who use the SRC more than 15 times a semester are more likely to return to WMU

wmich.edu/rec

Bravo! Restaurant and Cafe
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5402 Portage Road
Kalamazoo MI
bravokalamazoo.com
The University Theatre
2018-2019 Season

ALMOST, MAINE
By John Cariani
Sept. 21 – Oct. 7

SHAKESPEARE IN LOVE
By Lee Hall
Oct. 6 – 14

WOMEN ON THE VERGE OF A NERVOUS BREAKDOWN
Book by Jeffrey Lane
Music and Lyrics by David Yazbek
Oct. 26 - Nov. 4

THE LADY IN QUESTION
By Charles Busch
Featuring Sutton Lee Seymour
Nov. 9 - 18

NEXT STOP, BROADWAY!
Nov. 29 – Dec. 1

THE WOLVES
By Sarah DeLappe
Jan. 25 – Feb. 10

THE MAN WHO SHOT LIBERTY VALANCE
By Jethro Compton
Feb. 8 - 17

THE DANCING GRANNY
By Ashley Bryan
Adapted by Jiréh Breon Holder
Produced in collaboration with Education for the Arts
March 8 – 17

TONY N TINA’S WEDDING
By Artificial Intelligence
Produced in collaboration with Millennium Restaurant Group
March 22 – April 7

GUYS AND DOLLS
Music and Lyrics by Frank Loesser
Book by Abe Burrows and Jo Swerling
April 5 - 14

269.387.6222
wmutheatre.com
Glossary of Terms

ACADEMIC ADVISOR
A faculty or professional staff member trained to help students select courses and plan programs.

ACADEMIC DISMISSAL
Dismissal from a college or program for not maintaining the required grade point average (GPA). Dismissal indicates that a student is no longer a member of the University community.

ADVANCED PLACEMENT
Credit granted for examination programs or for transfer work.

AUDIT
Registering for and attending class(es) regularly without being held responsible for the work required for credit. Not eligible to sit for examinations. No credit hours are earned, and full tuition must be paid. The grade “AU” appears on the record.

BACCALAUREATE-LEVEL WRITING REQUIREMENT
An upper-division requirement for all students. Each academic department designates courses to fulfill this requirement.

BACHELOR’S DEGREE
A degree granted after completing a specified amount of academic study beyond the completion of high school and fulfilling all graduation requirements.

BOARD
A term used for the meal plan (as in, room and board) at the University.

CAPSTONE COURSE OR EXPERIENCE
A culminating holistic experience designed to review and more broadly understand
the major issues, themes, theories, and research findings of the student’s discipline, often to enable the student to examine the relationship of the discipline to other areas.

CENTER
An organizational unit formed for purposes of linkage and visibility, focused on a theme, issue, or set of skills. A Center will frequently be interdisciplinary in nature. A Center does not offer degree programs but may, on rare occasions, offer a course or courses.

CLASS OR CREDIT HOUR LOAD
The number of credit hours carried by a student each semester or session. A first semester freshman may not enroll for more than eighteen hours of work except by special permission, which is seldom granted unless the curriculum demands it. This regulation applies to total credit for work taken by extension or in some other institution, in addition to credit earned in residence at Western. The normal maximum load for the Summer I or Summer II session is nine hours. Undergraduate students are encouraged to enroll in 15 credit hours each Fall and Spring semester to graduate on time and reduce costs.

CLASS STANDING
A classification based on the number of credit hours earned which indicates the level of a student:

- Freshman A student credited with 0—25 hours inclusive.
- Sophomore A student credited with 26—55 hours inclusive.
- Junior A student credited with 56—87 hours inclusive.
- Senior A student credited with 88 or more hours.

COGNATE
A course, or courses, related in some way to courses in a major. Cognates may be, and often are, courses outside the department of the degree program.
COLLEGE
An administrative division of the University housing one or more academic departments or schools.

COLLEGE-LEVEL WRITING REQUIREMENT
A lower-division writing requirement for all students. On the basis of test scores a basic writing course may be required as a prerequisite.

CONCENTRATION
A concentration (or option or emphasis) is a thematically coherent block of courses that are more similar to one another than to others in the degree program. A concentration has a title and constitutes a significant percentage (e.g., 10%) of courses in the degree program. Concentrations (or options or emphases) may be recorded on the student transcript.

CONTINUING EDUCATION UNIT (CEU)
Recognition for participation in a non-credit program or workshop.

COORDINATE MAJOR
A major—often interdisciplinary—that must be taken in conjunction with another major.

COREQUISITE
A course that must be taken at the same time as another course.

COURSE NUMBERING SYSTEM
The course numbering system is limited to four digits. Undergraduate courses are numbered from 1000 through 4999. Graduate courses are numbered 6000 through 7999. Courses numbered 5000 through 5999 are for graduate and advanced undergraduate students.

CREDIT/NO CREDIT
A method used to evaluate performance in courses which is separate from the grade point system. Course grade does not affect GPA. “Credit” is earned for grades of “C” or better; grades of “DC” or below earn “No Credit.” Students may elect for Credit/No Credit any course approved for General Education or General Physical Education credit, as well as other courses not counting toward their major or specified in their curriculum as defined in this undergraduate catalog.

CREDIT HOUR
A unit of academic credit measured in semester hours or quarter hours. One credit hour usually represents one hour of class time per week. See also “semester hour.”

CREDIT LOAD
The total number of credits for which a student registers during a semester or session.

CURRICULUM
A complete program of studies, as defined by a college, leading to a baccalaureate (undergraduate) degree.

DEADLINE
The date by which certain information must be received by any given office or unit.

DEAN’S LIST
A public announcement listing students who have achieved a grade point average of 3.50 in at least twelve semester hours of course work during fall and spring semesters, and at least six semester hours of work during Summer I or Summer II sessions.

DEGREE STUDENT
A student who has been admitted to a degree category and is seeking a bachelor’s, master’s, or doctoral degree in a planned course of study.

DISTRIBUTION REQUIREMENT
A General Education requirement. Each undergraduate candidate must complete at least one course in each of eight (8) distribution areas:

1. Fine Arts
2. Humanities
3. United States: Cultures and Issues
4. Other Cultures and Civilizations
5. Social and Behavioral Sciences
6. Natural Science with Lab
7. Natural Science and Technology
8. Health and Well-Being
DROP
An official procedure for withdrawing from individual classes without removing registration from all classes. The deadline for the last day to drop a course without academic penalty (grade of “W” is on the transcript) is noted on the academic calendar available at wmich.edu/registrar. Students who do not follow the official procedure when dropping a class will earn the grade of “X” for that course; the “X” grade carries no honor points and affects the GPA in the same manner as an “E” or failing grade. See also “late drop.”

ELECTIVE
A course which will count as credit toward a degree but is not a specific program requirement.

EMPHASIS
A designated group of courses within a major program.

FIELD EXPERIENCE, PRACTICUM, WORK EXPERIENCE, CO-OP
Field experience: Actual practice, often away from the college campus, in a practical or service situation. In a teacher education program, it is usually conducted in schools.
Practicum: 1) A course of instruction aimed at closely relating the study of theory and practical experience, both usually carried on simultaneously; 2) an academic exercise consisting of study and practical work; and 3) supervised experience in counseling or a similar activity through such procedures as role-playing, recorded interviews, abstraction, analysis, and supervisory evaluation with interviewing techniques.
Work experience, co-op, or internship: A sponsored learning experience in an occupational area for persons preparing for full-time employment, conducted in connection with a course of study, where the students spend a part of their time on an actual job in a school, business, or industry.

Cooperative education: A program for persons enrolled in a school that provides for parallel or alternating study in school with a job in industry or business, the two experiences being so planned and supervised cooperatively by the school and the employer that each contributes definitely to the students’ development in their chosen occupation.
Cooperative program: An organizational pattern of instruction which involves regularly scheduled employment and which gives students an opportunity to apply classroom learning.

FULL-TIME STUDENT
An undergraduate student who enrolls for twelve credit hours during Fall or Spring or for six credit hours during Summer I or Summer II. The University does allow full-time status to some co-op and intern classes, when it is the only class allowed a student during a semester or session. University Housing has its own regulations on the definition of hours needed to be eligible for housing contracts. Students should contact the University Housing Office for this information. The above definitions are Western Michigan University regulations and may or may not be accepted by other agencies.

GATE COURSE
A course in fundamentals in which a student must achieve a grade of “C” or “Credit” in order to qualify for enrollment in upper division courses of a curriculum.

GOOD STANDING
A designation that signifies that a student is eligible to continue, to return, or to transfer elsewhere. It implies good academic standing; that is, an overall GPA of 2.00 or better.

GRADE POINT
The numerical value given to letter grades. For example an “A” is equivalent to 4 points per semester hour, a “BA” to 3.5 points, a “B” to 3 points and so on. No points are earned for an “E” grade. Also referred to as “honor points.”
GRADE POINT AVERAGE (GPA)
A student’s scholastic average computed by dividing total grade or honor points by total credit hours attempted.

GRADUATION AUDIT
A formal, required evaluation of the student’s academic record and program of study to determine the student’s eligibility for graduation. The audit, initiated by a student’s application for graduation, determines whether all University, degree, and program requirements have been met satisfactorily.

GRANT
Financial assistance awarded to a student which does not have to be repaid; usually based on need.

GUEST STUDENT
A degree student from another college who is taking courses at Western Michigan University for one semester. The credits earned are usually transferred back to the student’s home institution. A guest student may also wish to enroll in WMU courses for reasons other than seeking a degree. Guest student status does not constitute admission to a degree or certificate program.

HOLD
A barrier placed on a student’s ability to register for classes as a result of an unfulfilled monetary obligation or other action by the University.

HONORS
Designation indicated on the college degree and transcript to reflect outstanding scholarship. Honors are conferred upon graduating students who have displayed a high level of performance during their university career. Recipients of honors receive their degrees:
Cum laude when grade point average is 3.50 to 3.69, cumulative
Magna cum laude when grade point average is 3.70 to 3.89, cumulative
Summa cum laude when grade point average is 3.90 to 4.00, cumulative

To be eligible for honors, students must have earned at least 50 hours of letter-graded, cumulative-GPA-computed credit at WMU to be eligible for honors.

HONORS COLLEGE (LEE HONORS COLLEGE)
An academic administrative unit of the University whose mission is to design and foster curricular and co-curricular programs for the academically-talented student.

HONORS COURSES
Special courses offered by Western’s Lee Honors College designed to pose intellectual challenge and give personal attention to particularly able students.

INCOMPLETE
A temporary course grade (“I”) granted only if a student is temporarily unable to complete course requirements because of unusual circumstances beyond the control of the student.

INDEPENDENT STUDY
A course of study undertaken outside the classroom by a student under the supervision of one or more faculty members.

INSTITUTE
An organizational unit similar in nature to a Center, as defined above, but which is degree-granting. Typically an Institute will be interdisciplinary. Course work for a degree offered through an Institute may include some offered by the Institute itself but will be primarily comprised of courses in various disciplines/departments already in existence.

INTELLECTUAL SKILLS REQUIREMENTS
The requirement that all students demonstrate entry-level competency in reading, writing, and mathematics by test or course.

INTERDISCIPLINARY
Designating a combination of subject matter from two or more disciplines within a course or program.
**INTERNSHIP**
Work in a firm or agency related to a student’s major program and/or career plans. Usually involves earning college credit and may involve receiving payment.

**LOAN**
Financial assistance to students which must be repaid. Low interest loans are available and financial need may or may not be a factor.

**LOWER DIVISION**
Courses at the 1000/2000 level; freshman or sophomore standing.

**MAJOR**
A concentration of related courses generally consisting of thirty to fifty semester hours of credit.

**MINOR**
A concentration of courses generally consisting of a minimum of twenty semester hours of credit.

**MULTI-TOPICS OR “UMBRELLA” COURSE**
A variable topic, variable credit course that focuses on a current or a special interest in a specific field or academic area. The course may be repeated for credit with different topics.

**NON-DEGREE STUDENT**
A student who has been admitted as a guest student and is not currently seeking a bachelor’s degree.

**PART-TIME STUDENT**
An undergraduate student who takes fewer than twelve hours during a semester or fewer than six hours during a session.

**PORTFOLIO**
A collection of work (e.g., paintings, writings, etc.) which may be used to demonstrate competency in an academic area.

**PREREQUISITE**
A requirement, usually the completion of another course, which must be met before a student may register for a course.

**PROFICIENCY**
A General Education requirement. Each undergraduate candidate must show proficiency in four (4) areas:

- college-level writing
- baccalaureate-level writing
- college level mathematics or quantitative reasoning
- enhanced proficiency (one of six options).

**READMISSION**
An appeal procedure for a student who has been dismissed or suspended. Consult your college advising office to begin the procedure. Readmission must be sought in the area of intended study.

**RE-ENTRY**
An enrollment procedure followed by a student who was previously enrolled in good standing at Western Michigan University but whose attendance was interrupted for two consecutive semesters, including the summer session.

**REGISTRATION**
The process of enrolling in and paying tuition and fees for courses each semester or session.

**RESIDENCE REQUIREMENT**
The requirement that a minimum of 30 semester hours of course work for the bachelor’s degree be completed at Western Michigan University. In addition, 10 of the last 30 credits must be completed at WMU.

**SCHOLARSHIP**
Financial assistance to students awarded on the basis of academic achievement. Financial need may or may not be a factor.

**SCHOOL**
A single-discipline organizational unit which has an identification in the public mind beyond that of a department. Schools may have significant subdivisions such that students will apply for admission and take degrees through the subdivision rather than through the central unit as a whole.

**SEMESTER**
A unit of time, 15 weeks long, in the academic calendar.

**SEMESTER HOUR**
A unit of academic credit usually meaning the pursuit of a subject for one period a week for one semester. See also “credit hour.”
SESSION
A unit of time, 7-1/2: weeks long, in the academic calendar.

STUDENT EMPLOYMENT
Part-time jobs made available to students with financial need through federally-funded programs (Work-Study) and to students without need through the Student Employment Office.

TEACHABLE MAJOR/MINOR
A state-approved major/minor program for teacher certification at the secondary and/or elementary level.

TRANSCRIPT
A copy of a student’s permanent academic record at a particular institution.

TRANSFER CREDIT
Credit earned at another accredited institution and accepted towards a Western Michigan University degree. Grades earned at another institution do not transfer and hence do not affect the WMU GPA.

TRANSFER CREDIT EVALUATION
An official statement which indicates the number and type of transfer credits awarded.

TUITION
The amount of money which must be paid for courses based on the number of credits for which the student registers.

UPPER DIVISION
Classification of students with 56 or more semester hours of credit earned towards a bachelor’s degree; courses at the 3000, 4000, and 5000 levels.

WITHDRAWAL
An official procedure for withdrawing from the University for at least the remainder of the current semester or longer. The deadline for the last day to withdraw from all courses without academic penalty (grade of “W” is on the transcript) is noted on the academic calendar available at wmich.edu/registrar. Students who do not follow the official procedure when withdrawing from the University will earn the grade of “X” for all courses; the “X” grade carries no honor points and affects the GPA in the same manner as an “E” or failing grade.

WMU Study Abroad
#GloballyEngagedBroncos

Benefits Linked to Study Abroad

ACADEMIC
- GPA
- Graduation rates
- Grad school acceptance rates

PERSONAL
- Flexibility
- Creativity
- Complex Thinking

PROFESSIONAL
- Job offers
- Starting salaries
- Global competitiveness

WMU offers more than 90 programs in 40+ countries. Programs range from as short as ten days during University breaks to as long as a full academic year.

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School Spirit

Alma Mater

Western we sing to you,
Brown and Gold,
Western we bring to you,
faith untold.
You challenge and inspire;
your hope is our desire.
We sing to you our Alma Mater,
Brown and Gold.

Fight Song

Fight on, fight on for Western;
Take the ball, make a score, win the game.
Onward for the Brown and Gold;
Push ‘em back, push ‘em back, bring us fame.
Fight on, fight on for Western;
Over one, over all, we will reign.
Fight, Broncos fight! Fight with all your might.
Western win this game!
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has everything you need to succeed in and out of the classroom

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We can recommend the best products for your area of study and help with your selection
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wmich.edu/education

TEACHER EDUCATION
Early Childhood Education
Elementary Education
Physical Education
Secondary Education
Special Education
School Health Education
Workforce Education and Development

HUMAN DEVELOPMENT
Athletic Training
Dietetics
Exercise Science
Family Science
Fashion Merchandising and Design
Food Service Administration
Interior Design
Recreation/Sport Management
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### POST-GRADUATION Success

91% Employed or in graduate school

- **Median salary**: $40,000-$45,000
- **85%** have jobs related to their major
- **88%** are satisfied with their job
- **77%** found jobs in Michigan

Data Source: 2016-17 Post-Graduation Activity Report available at wmich.edu/career/planning

wmich.edu/families 59
WHERE TO EAT

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5402 Portage Rd
Kalamazoo
(269) 344-7700
bravokalamazoo.com
See ad on page 47

Cosmos/O’Duffy’s Pub
804 West Vine Street
Kalamazoo
(269) 344-5666
(269) 381-971
www.cosmoscuccina.com
www.oduffyspub.com
See ad on page 3

Food Dance
Downtown Kalamazoo
(269) 382-1888
fooddance.net
See ad on page 3

Principle
236 S. Kalamazoo Mall
Kalamazoo
(269) 492-0247
rusticakzoo.com
See ad on page 44

Radisson Plaza Hotel & Suites
100 W. Michigan Ave.
Kalamazoo
(269) 343-3333
radissonkz.com
See ad on page 44

Rustica
230 S. Kalamazoo Mall
Kalamazoo
(269) 743-6563
principlekzoo.com
See ad on page 47

PLACES TO STAY

Staybridge Suites
2001 Seneca Lane
Kalamazoo - 49008
(269) 372-8000
staybridge.com/kalamazoo
See ad on page 49

STUDENT SERVICES

Bernhard Center
wmich.edu/studentcenter
See ad on page 55

Dining Services
(269) 387-4844
wmich.edu/dining
See ad on page 7

Extended University Programs
wmich.edu/extended/
familyguide
See ad on inside front cover

Hills at Law, P.C.
425 S. Westnedge Avenue
Kalamazoo
(269) 373-5430
hillslawoffice.com
See ad on page 43

Sindecuse Health Center
(269) 387-3287
sindecuse.com
See ad on page 20

WMU Accelerated Degree Programs
wmich.edu/grad/academics/
accelerated-programs
See ad on page 3

WMU College of Education and
Human Development
wmich.edu/education
See ad on page 58

WMU Student
Recreation Center
(269) 387-4732
wmich.edu/rec
See ad on page 47

WMU Study Abroad Program
WMU – Ellsworth Hall
(269) 387-5890
wmich.edu/studyabroad
See ad on page 55
PLACES TO LIVE
Concord Place Apartments
1548 Concord Place Drive
Kalamazoo
(269) 375-9644
edwardrose.com/concordplace
See ad on page 42

WMU Residence Life
(269) 387-4735
wmich.edu/wmuliving
See ad on page 18

SHOPPING,
ENTERTAINMENT
AND RESOURCES
Discover Kalamazoo
discoverkalamazoo.com
See ad on page 43
Kalamazoo Public Library
315 S. Rose St., Kalamazoo
(269)553-7980, kpl.gov
See ad on page 50

Nature Connection
359 S. Kalamazoo Mall, STE. 102
Kalamazoo
(269) 492-0247
natureconnect.com
See ad on page 43

Spirit of Kalamazoo
154 S. Kalamazoo Mall
Kalamazoo
269-382-6249
spiritofkalamazoo.com
See ad on page 49

University Libraries
wmich.edu/library
269-387-5059
See ad on page 34

WMU Bookstore/APPLE
(269) 387-3930
wmubookstore.com
See ad on page 58

WMU Army ROTC
(269) 387-8122
goarmy.com/wmu
See ad on back cover

CATHOLIC — St. Thomas More Catholic Student Parish
421 Monroe Street, Kalamazoo • 269-381-8917 • sttomskazoo.org

LUTHERAN – MISSOURI SYNOD — St. Michael Lutheran Church
7211 Oakland Drive, Portage • 269-327-7832 • mightymessengers.org See ad below

METHODIST — First United Methodist Church
212 S. Park Street, Kalamazoo • 269-381-6340 • umc-kzo.org

NON-DENOMINATIONAL — Unity of Kalamazoo
1204 Whites Rd., Kalamazoo • 269-385-2239 • unitykalamazoo.com

Saint Michael Lutheran Church
7211 Oakland Drive • Portage, Michigan

Join our College Group!
Worship with us on Saturdays at 5pm or Sundays at 8:30 and 11am with Bible Study at 9:45. Our college group also participates in Bible studies & outside activities. Come check us out!
Questions? Email Andi: alynch@mightymessengers.org

Sign up for meet-ups/events: www.remind.com/join/d6a9dk
Meet Captain William Branch. After commissioning as an officer, he was able to take his passion for geography and turn it into a career he never knew existed. As an officer in the U.S. Army, you’ll have the opportunity to make your future even stronger, just like Captain Branch. There’s strong. Then there’s Army Strong. See more stories and start your own at goarmy.com/officer

For more information on WMU Army ROTC:
Contact Mr. Brett Johnson
(269) 387-8122 / brett.johnson@wmich.edu
or visit goarmy.com/wmu