

SPARTAN OWLINE





2022-2023 **New Student** ORIENTATION GUIDE

NORFOLK STATE UNIVERSITY

ADMITTED STUDENTS

WELCOME SPARTANS!

CONGRATULATIONS! We are pleased that you have selected Norfolk State University to pursue your undergraduate education.

The mission of the Office of New Student Orientation is to assist newly-entering students in their transition to the University. Through a collaborative, empowering, and comprehensive institutional effort, students and parents are able to holistically address academic, financial, and social needs while preparing for enrollment.

Your orientation module access information will only be sent to your student email account. Course registration for your class schedule will be completed as a part of the New Student Orientation.

Registration for New Student Orientation is available for students that have paid the orientation fee or enrollment deposit. Visit **www.nsu.edu/orientation** to register for the online zoom sessions to start the New Student Orientation process.

Course registration is a part of New Student Orientation and you will communicate with an advisor after completion of your Virtual New Student Orientation Modules. Access to the modules will be sent to your MyNSU email.

Our staff is readily available to assist students or parents via email at **orientation@nsu.edu** and by phone at (**757**) **823-8673**. Visit **www.nsu.edu/nso** for session dates, announcements and additional information.

Our goal is to make sure that you are prepared, confident, and ready to begin classes.





A BRIEF HISTORY OF NORFOLK STATE UNIVERSITY

Norfolk State University was founded in 1935. The college, brought to life in the midst of the Great Depression, provided a setting in which the youth of the region could give expression to their hopes and aspirations. At its founding, it was named the Norfolk Unit of Virginia Union University. In 1942, the college became the independent Norfolk Polytechnic College, and two years later, an Act of the Virginia Legislature mandated that it become a part of Virginia State College. The college was able to pursue an expanded mission with even greater emphasis in 1956, when another Act of the Virginia Legislature enabled the University to offer its first baccalaureate degree. The college separated from Virginia State College and became fully independent in 1969. Subsequent legislative acts designated the institution as a university in 1979 and authorized the granting of graduate degrees. NSU is committed to pursuing its vital role of serving the people of the Hampton Roads area, the state, and the nation.

Spartan Thought!

What will you add to the proud Spartan legacy?

ACADEMIC ENGAGEMENT

The Office of Academic Engagement is here to help you, the Norfolk State University student, discover and navigate your best path to student success. The Dr. Patricia Lynch Stith Student Success Center, Student Pathways and Academic Formation, and the Writing Center are key units in the Office of Academic Engagement.

The Dr. Patricia Lynch Stith Student Success Center, located in the Nursing and General Education Building, Suite 100, supports Norfolk State University's mission of transforming lives and communities. Our team of professional advisors, tutors and mentors partner with faculty, staff and students across campus to empower a culturally diverse student population. With our focus on freshmen and sophomores, we help NSU students build a foundation of knowledge and skills that help them plan for and pursue academic success.

Advising Program

The academic advising program is an important component in the educational process at NSU. Our model establishes a progressive scholastic relationship by engaging (primarily) freshman and sophomore students in making informed decision about their academic, social and personal goals. Our collaborative advising system connects students with various members of the academic community, including professional advisors in the Center and department-based faculty mentors. This advising model supports the University's retention and graduation efforts.

Services include the following:

- Face-to-face consultations
- Academic skill development
- Student Action Plan assistance
- Intrusive advising for students in academic jeopardy





MyNSU is the portal at Norfolk State University. MyNSU connects students, faculty, and staff to information and systems from one point of entry. Spartan Self Service, NSU Webmail, and Blackboard are all accessible via MyNSU. Also available are the Microsoft Outlook calendar and task list, university announcements, campus news, university events, and departmental sites. A host of 'Quick Links' to various websites are preset with permission to add Bookmarks as desired. Students may open Facebook, Twitter, and other social networks from MyNSU.

When Can I Access MyNSU?

MyNSU is accessible now and is always available except during times designated for system maintenance.

Where Can I Find MyNSU?

MyNSU can be found at my.nsu.edu

What Can I Do With MyNSU?

From one location you can access:

- Announcements and Notifications
- Blackboard
- Campus News and Events
 Local Weather
- Outlook WebmailOffice 365 eMail

• Spartan Self Service

- Twitter
- Class Schedules
- Facebook and much more

Need help? Contact clientservices@nsu.edu or call (757) 823-8678.



OFFICE OF ACCESSIBILITY SERVICES (O.A.S.I.S.)

The Office of Accessibility Services at Norfolk State University is committed to complying with the law as designated in Americans with Disabilities Act (ADA) 1990 and Section 504 of the Rehabilitation Act of 1973. The program assists currently enrolled students with documented disabilities including physical, psychological, traumatic head injury, learning disabilities, and other health concerns. Students with temporary disabilities acquired as a result of illness or injury are also eligible for assistance. Written documentation is required from a qualified professional prior to the implementation of accommodations.

All contacts with O.A.S.I.S. are held in strictest confidence, and information is only released with the student's permission.

Students are encouraged to contact O.A.S.I.S. as soon as possible to determine if the University can accommodate their particular disability. Students who wish to receive assistance must contact O.A.S.I.S. 45 days before the start of classes.

For additional information, please email oasis@nsu.edu or call (757) 823-2014. O.A.S.I.S. is located in the James Bowser Building, Suite 121.





Greetings! Thank you for choosing NSU.

In order to take the Math Placement Test, a link will be sent to your Spartan email. It is administered online and timed for approximately two hours. Usually, students are presented with thirty (30) questions or less. After completing the math placement test, the score will be displayed on the screen at the end of the exam.

The exam requires the use of a computer and web camera. An on- screen calculator is provided for your use with the test. For detailed information on the NSU Math Placement test visit the Testing Services webpage at www.nsu.edu/testing-services/NSUmath-placement-test. Click here for a direct link to the ALEKS PPL site.

If you do not have a computer with a webcam and reside locally, you can schedule an appointment to take your exam here in the NSU Testing Center by emailing testingcenter@nsu.edu or call (757) 823-8611. For detailed information on the NSU Math Placement test visit the Testing Services webpage at www.nsu.edu/testing-services/NSU-math-placement-test.

You may take the test up to three attempts by the deadline dates listed below for your prospective College or School that your major falls under. Please have all three of the following steps completed in order for you to prepare for your Math Placement Test. Transfer students who have already received NSU course credits for the required math course(s) in their chosen major are not required to take the math placement test.

STEP ONE

- Set up your MyNSU email. To access the exam, it is required to log in to MyNSU using the University provided username and password.
 - The Client Services Department can assist students with setting up their MyNSU accounts by calling (757) 823-8678 or emailing clientservices@nsu.edu

STEP TWO

• **Submit payments** for the non refundable \$100.00 orientation and non refundable \$100.00 enrollment fees that are non-refundable. Payments can be accepted over the phone with the Cashier's Office by calling (757) 823-8545.

STEP THREE

• Click here for a direct link to the ALEKS PPL site to take the Math Placement Test.

You can reach me directly at gmbennett@nsu.edu.

Sincerely,

Gladys M. Bennett

Gladys M. Bennett, PhD Director of Testing Services Department of Testing Services 700 Park Avenue, Norfolk, VA 23504 (757) 823-8611 (Office) (757) 823-8246 (Fax) gmbennett@nsu.edu - www.nsu.edu

Attention Students and Parents!

Introducing NSU's newest math placement program, which is a real game-changer!

ALEKS PPL is more than just a placement test, it also provides you with learning modules to refresh your math skills and allows you to re-take the test for a higher-level course placement!

Watch this short video and see additional information below.



Did you know?

- ALEKS PPL can accurately measure your math readiness in 30 questions or less.
- You will have up to 3 opportunities to take the test to ensure that you are placed in the highest -level math course based on your readiness.
- In between assessments you are provided with personalized practice to refresh math skills and improve your performance.
- On average, students who study for six hours in the learning module increase their placement by at least one course, saving time and money.
- ALEKS PPL has proven "efficacy-backed" outcomes shown to reduce drop, failure and withdrawal rates and increase student course success and retention.
- You will have access to ALEKS learning modules for 12 months following ALEKS PPL registration.

Are you ready to take the math placement test?

Click here to register and start your ALEKS PPL learning experience today!

See the Math Cutoff Score Table at the following link www.nsu.edu/testing-services/NSU-math-placement-test#mathtable

WELCOME HOME SPARTAN!

RESIDENTIAL COMMUNITIES

Norfolk State University provides student housing for full-time matriculating NSU students. There are nine residential communities with various amenities designed to create a unique Spartan Residential Experience. Students are required to apply for housing each year they desire to live on campus. Applications are available during the spring semester for the following academic year.

To be eligible for on-campus housing, students must submit the online housing application and pay a non-refundable \$300 housing deposit (the housing deposit is credited towards your total housing fee. Students must also submit a signed Housing Contract for the respective academic year and agree to abide by the terms listed in the Guide to Community Living and NSU Code of Conduct.

Current NSU students must participate in the room reservation process held each spring for the following academic school year. Students who desire to room together must apply for housing and pay the nonrefundable housing deposit by the deadline date and must request each other as roommates. HRL will make every effort to place students who request each other together who meet the requirements however, we cannot guarantee it.

FIRST-YEAR RESIDENCY REQUIREMENT

On-campus housing is MANDATORY for all first-year students who attend NSU and live outside a 35-mile radius from the University. There are limited exceptions to the mandate. For more information on exceptions to the mandatory housing requirement, please contact Housing & Residence Life at (757) 823-8407 or via email at housing@nsu.edu.

AGOGE WEEK

AGOGE Week (Welcome Week) is a collaborative effort between the Divisions of Student Affairs and Academic Affairs. AGOGE Week provides an opportunity to assist students with the transition to college life. Students are exposed to educational and social programming in an effort to provide information about the academic experience, campus resources, college life, and living in a residential environment. For many of our freshmen students, this will be their first time away from home.



RESIDENTIAL LIVING

ROOM CONSOLIDATION

Due to the high demand for on-campus housing, our ability to grant room or roommate changes is extremely limited. Residents may consolidate rooms after the late registration period. Housing & Residence Life will advertise the timeframe and process for room consolidation. Residents may only change rooms during this open change period. Residents will be fined for improper room changes and may be subject to further penalties and/or disciplinary action. Failure to consolidate by the designated date may result in an automatic single room rate charge being applied to student's individual account.

Note: Due to the coronavirus pandemic, HRL reserves the right to cancel the room consolidation process for the academic school year.

SUGGESTED ITEMS TO BRING

Each resident is provided with furniture in their room that includes a bed (Twin XL), closet, chest of drawers, desk, and chair.

Bedding

- School Supplies
- Twin XL sheets - Twin XL blanket
- Notebooks/Binders - Pens/Pencils
- olanket F
- Pillow - Pillow cases
- Twin XL Mattress pad

Laundry and Cleaning

- Clothes hangers
- Laundry hamper or bag
- Iron/Ironing board
- Laundry detergent
- Broom/Mop
- Lysol
- Air freshener
- Waste basket (small)
- Refrigerator (4.0 cu ft or smaller)

Personal Care/Bathroom

- Shower shoes/Cap
- Washcloths/Towels
- Soap/Shampoo
- Hygiene products
- Hair products
- Basic Supplies/Emergency Supplies
- Flashlight with extra batteries
- Battery-powered radio
- Water
- Food (dried/caned)
- Personal first-aid kit
- Medications
- Tupperware/Food storage items and utensils (sharp or pointed knives are prohibited)

PROHIBITED ITEMS

The list of prohibited items includes:

- Cooking appliances (George Foreman Grills, toaster ovens, toasters, hot plates, kettles, and/or microwaves)
- Electrical items to include: extension cords, multi-plug adapters and/or plug in air fresheners
- Weapons (including but not limited to: knives, guns, darts, air guns, paintball guns)
- Candles/Incense/Lava Lamps
- Weight lifting equipment (hand weights and perfect pushups are acceptable)
- Pets
- Bicycles (bicycle racks are provided across campus if you choose to bring your bike with you)
- Portable motorized transportation (including but not limited to: scooters, hoover boards, electric skateboards)
- Flammable liquids (including but not limited to: aerosols, cooking liquids)





- College-ruled paper - Calculator - Highlighters

Electronics

- Personal computer
- Surge protector
- Alarm clock
- Cable splitter - Hair dryer
- Hair dryer - Desk/Floor lamp
 - Desk/Floor lamp
- Highlighters

CAMPUS FOOD

VENDING MACHINES

For the convenience of residents and their guest(s), vending machines are located in the lobby of each residence hall. Students experiencing problems with the vending machines should contact the staff member on duty. Tampering with or abuse of the vending machines is prohibited.

Students may use their Spartan Card at the vending machines. You must upload Spartan Bucks to use your card for these services. Your meal plan dining dollars will not work on the vending machines. Custodial Services

Custodial staff is assigned to each residence hall. The custodians are responsible for the care and cleaning of the lounges, hallways, stairways, hall bathrooms, and other common areas in the residence halls. As a resident of University housing, you are responsible for keeping your room clean. The housekeeping staff is NOT responsible for individual rooms. All trash and other litter from individual rooms should be put into bags and brought downstairs and placed in receptacles found on the outside of the building. The custodial staff members must be extended the same courtesy and respect as other staff members. Littering is prohibited. Any resident found in violation of littering inside or on the grounds of any residence hall will be subject to immediate removal from housing, disciplinary action, and/or fines. In addition, the right to live in a residence hall may be forfeited during subsequent semesters while enrolled at Norfolk State University.

DINING SERVICES

Thompson Hospitality provides NSU with the very best in food quality and service. By constantly working to keep up with the ever-changing trends in campus dining, we are able to offer a terrific mix of traditional menu options. For additional information on Dining Services, please call (757) 823-9472.



CAMPUS RESOURCES

MAILROOM

All mail sent through the United States Postal Service is delivered to the University Mail Room located in the Student Services Center, Suite 103. Students must bring their student ID card in order to receive a mail unit. The mailroom is open Monday-Friday 8:00am - 5:00pm for daily pick up and drop off. The mail room can weigh letters and packages. Full mail service is provided at the U.S. Postal Service located at the corner of Church Street & Brambleton Avenue.

Below is a sample of how to address a letter or package to a student at the university:

Student Name Norfolk State University 700 Park Ave, Unit # Norfolk, VA 23504-8080

Packages sent through UPS, FedEx, or any other carrier will be delivered to the Central Warehouse located behind the tennis courts.

* The Office of Housing & Residence Life cannot be responsible for delivery of student mail or packages sent to the housing office or residence halls. All mail should be sent to the student's address as previously indicated.

PARKING

Norfolk State University is a decal controlled campus. First-time freshmen are not permitted to have a vehicle on campus unless there are special circumstances which permit an exception (medical/illness requiring a vehicle on campus for doctor visits or employment off-campus). First-time freshmen who meet the requirements for an exception must request authorization from the Dean of Students Office, by emailing deanofstudents@nsu.edu.

All students living on campus authorized to have a vehicle must have a valid driver's license and a purchased decal from the University. Parking decals are obtained from the Spartan Ticket Center. For more information on parking decals, please contact the Office of Parking Services, located in the University Police Station or call (757) 823-2211.

SHUTTLE SERVICES

Transportation Services offers free shuttle service for residents, faculty, staff and visitors. The shuttle travels on set routes continuously from the East Campus to West Campus with marked stops throughout the campus. The shuttle operates every 15 minutes Monday - Thursday 8:00 am - 11:30 pm and on Fridays from 8:00 am - 8:00 pm

In conjunction with Old Dominion University, NSU offers free shuttle service for students attending classes on both campuses. Service is available Monday - Friday The shuttle stops are at Webb University Center at ODU and Brown Hall Circle at NSU.

Additionally, there is a weekend mall shuttle service, which transports students at no charge to MacArthur Mall, Military Circle Mall, and Wal-Mart on Military Highway. The bus departs from Brown Hall Circle. The shuttle runs Saturdays and Sundays.

UNIVERSITY POLICE

The Norfolk State University Police Department is responsible for the safety and security of all members of the NSU community. The Police Department is open 24 hours a day, 7 days a week. **Emergency Number: (757) 823-9000 Non-Emergency Number: (757) 823-8102**



CAMPUS RESOURCES





STUDENT ACTIVITIES

The Office of Student Activities is responsible for the coordination and implementation of a creative, responsive, and diverse co-curricular programs here at NSU. The Office of Student Activities is located in the Student Center, 3rd Floor or call (757) 823-8200.

UNIVERSITY BOOKSTORE

Take advantage of your on-campus source for new and used textbooks, electronics, snack foods, and official NSU merchandise. The University Bookstore is located on the 1st and 2nd floors of the Student Center or call (757) 823-2037.

SPARTAN CARD OFFICE

Your Spartan Card is your official one-card of Norfolk State University. Your Spartan Card provides convenient, cost effective use of a single card for multiple purposes such as an identification card, debit card, meal card, library card, and door access card. The Spartan Card Office is located in the Student Services Center, Suite 109 or call (757) 823-9479.

STUDENT SUPPORT SERVICES (TRIO)

The campus resource offers specialized advising and tutoring for students who have not satisfied University academic standards. Students not meeting University academic standards should contact the Student Support Services at (757) 823-8677 or visit Room 121 in the James A. Bowser Building.

COUNSELING CENTER

The Counseling Center provides a wide range of services to NSU students at no charge. Services include individual/group counseling, crisis intervention & educational outreach. Visit the Counseling Center in the Student Services Center, Suite 312 or call (757) 823-8173.

THE IDEAL SPARTAN

THE SPARTAN

The Spartan is highly esteemed as a global citizen and warrior, admired by others for setting universal standards of excellence. Known for their impeccable armor, Spartans are prepared, methodical, jovial, loyal, and courageous. The Ideal Spartan represents NSU at all times and in all places. The five most important pieces of a Spartan's armor include the cloak, representing pride; the breastplate reflecting integrity; the sword representing engagement; the helmet symbolizing curiosity; and the shield signifying overall excellence.

PRIDE

As with any warrior, a Spartan needs a cloak for inclement weather (life's challenges). The Spartan warrior knows that before a battle begins, a fighter must have carefully cultivated the self-discipline that will prepare him or her for whatever is to come. Keeping in mind his or her ultimate goal, the warrior is fueled by love of country (the University). Through meaningful and wise choices, the Spartan takes ownership and responsibility for his/her extended family and nation, always representing NSU with valor and praising her people.

ENGAGEMENT

The Spartan's sword connects him or her with leaders and peers, all of whom are fully engaged in pursuing personal excellence as well as the greater common good. The sword symbolizes Spartan unity on and off the field of battle. A Spartan engages in constant training, ever-ready to take on local, regional, national, and global challenges. He or she serves as a model of unceasing civic engagement.

CURIOSITY

The Spartan's helmet protects and guards his or her ever-expanding intellect. Always seeking to understand new ways of life, listening to the wisdom of community leaders, actively asking questions, and always being open to change, the Spartan constantly sharpens his or her critical thinking skills. This curiosity makes every Spartan a lifelong learner, building habits of mind that move beyond the superficial and always taking into account the needs of the whole.

INTEGRITY

The breast plate is one of the most important pieces of armor as it not only protects the Spartan physically but spiritually. The breastplate represents honesty and the deep sense of trust in other Spartans that protects every mature warrior's heart. The Spartan's unassailable integrity allows him or her to be given leadership tasks to carry out in full, even when no one is checking, and even when difficult choices must be made alone.

EXCELLENCE

The Spartan's shield safeguards him or her while navigating through the world. The shield allows a Spartan to move ever forward, even in the face of great adversities and disappointments. A Spartan's education - indeed a Spartan's whole life - is an unending quest for excellence. When a Spartan is knocked off his or her feet, he or she rises again, not only to press forward but to serve as a signal and motivate others in the fray.

CIVILITY

Norfolk State University students embrace civility as a passport to full citizenship in the world. Spartans live with integrity and maintain the highest moral, ethical and intellectual standards. Continuously fostering a community of inclusiveness, students lead with humility, cultivate personal growth and respect the ideas of others. Always open to both unity and diversity, NSU students understand that respect always begins with self and then moves ever outward, creating synergy among fellow Spartans, fellow Americans and all other peoples.



UNIVERSITY ALMA MATER

(Words and Music by Dr. Carl W. Haywood, '71)

VERSE

By Virginia's golden shore There's a place that we adore Where Norfolk's sun shines bright Down on our campus site. The walls of Brown Hall Will always give a call To all striving to succeed Forging onward, bound to lead.

CHORUS

Oh, Norfolk State we love you, Oh, Norfolk State we'll always be true, And when we leave we'll shed a tear, For to us you've been so dear. And leaving shed a joyful tear, For our Alma Mater dear.

VERSE

Though the years we spend are few You will teach us what to do In splendor we'll relive The glorious time you give We'll wave the green and gold To praise thee a thousand-fold. A guiding light to us you've been, Unwav'ring to the end

NSU FIGHT SONG

SAY HEY for the victory That's sure to be; For NSU we're here to fight And we will fight for the Green & Gold, Our Alma Mater -We pledge our loyalty. Say Hey! (HEY) For the Victory! Say Hey! Hey! Hey! For NSU, we'll fight. Fight team, fight on to victory for N-S-U.



For NSU Parking information, please visit: www.nsu.edu/parking-services or call 757.823.2211

All Visitors/Vendors should obtain a Visitor's Pass from the Parking Office located in the University Police Station (2501 Corprew Ave., Norfolk, VA 23504) prior to parking on campus

UNIVERSITY HOUSING INFORMATION

HOUSING AND RESIDENCE LIFE (Main Office) Residential Complex, Suite 100 700 Park Avenue | Norfolk, Virginia 23504 (757) 823-8407 Email: housing@nsu.edu

BABBETTE SMITH HALL

North Side: (757) 823-8062 South Side: (757) 823-8114

CHARLES SMITH HALL (757) 823-9116

LEE SMITH HALL (757) 823-2255

MIDRISE HONORS Residential College (757) 823-2252

RESIDENTIAL COMPLEX North Side: (757) 823-9092 South Side: (757) 823-9093 **ROSA ALEXANDER HALL** (757) 823-8859 Samuel Scott Hall (757) 823-8271

SPARTAN SUITES 2601 Corprew Avenue Norfolk, Virginia 23504 (757) 626-3136

IMPORTANT TELEPHONE NUMBERS

IN THE EVENT OF A LIFE-THREATENING EMERGENCY, PLEASE DIAL 9-1-1

University Police (Emergency Number)(757) 823-9000University Police (Non-Emergency)(757) 823-8102NSU Counseling Center(757) 823-8173Spartan Health Center(757) 278-3360National Suicide Prevention Lifeline(800) 273-TALK (8255) Or TEXT "Start" to 741-741Poison Control(800) 222-1222Sexual Assault/Domestic Violence Hotline(757) 251-0144

OTHER RESOURCES ON CAMPUS

Accessibility Services &	(757) 823-8325 oasis@nsu.edu
International Student Services	(757) 823-8325 internationalstudentservices@nsu.edu
Cashier's Office	(757) 823–8545 studentaccounts@nsu.edu
Career Services	(757) 823-8462 careerservices@nsu.edu
Dean of Students Office	(757) 823-2152 deanofstudents@nsu.edu
Financial Aid	(757) 823-8381 financialaid@nsu.edu
OIT Help Desk	(757) 823-8678 clientservices@nsu.edu
Parking Services	(757) 823-2211 parking@nsu.edu
Student Accounts	(757) 823–9293 studentaccounts@nsu.edu
Student Success Center	(757) 823-8507 ssc@nsu.edu



BURSAR'S OFFICE

700 Park Avenue, Suite 130 Norfolk, Virginia 23504 P: 757-823-8381 | F: 757-823-8667 nsu.edu

We see the future in you.

NSU STUDENT ACCOUNT AGREEMENT

My student account at Norfolk State University is in my name and therefore, I am ultimately responsible for any unpaid charges or fees, including late fees and collection costs.

Delinguent accounts at Norfolk State University are referred to collection agencies and to the Attorney General's Office for non-payment and reported to the Credit Bureau. Collection fees and other related costs will be charged to the student. Additionally, grades, diplomas, transcripts, certifications, and non-mandatory verifications will be withheld. None of the penalties applied will relieve the student of financial obligations to the University.

Students must clear delinquent accounts from a previous semester before permission will be given to them to register for the current semester.

I acknowledge receipt of the above information regarding my student account at Norfolk State University.

Student Name (please print)

NSU ID #

Date

Student Signature







We see the future in you.

Office of New Student Orientation nsuorientation@nsu.edu 757) 823-8673 | www.nsu.edu/nso

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