Everything you need to do before you arrive.
WE ARE COMMITTED TO MAKING YOUR TRANSITION AS EASY AS POSSIBLE.

To help keep you on track, we have created a convenient checklist that you must complete before the start of classes.

**A.S.A.P.**

- [ ] Activate your myVILLE email and portal account (page 3)
- [ ] Apply for financial aid if applicable (page 6)
- [ ] Contact Veteran Certified Officer if using military benefits (page 8)
- [ ] Complete the student health evaluation forms/process (pages 11-13)
- [ ] Register for Transfer Orientation & Advising Day (page 6) – either December 5 or January 17
- [ ] Complete the Math Placement Test if applicable (page 5)
- [ ] Submit your official final transcripts to the Admissions Office (page 4)
- [ ] Sign up for MU|Alert, LIVESAFE, our email/text/phone emergency notification system (page 7)

**NOVEMBER**

- [ ] Complete the online housing agreement and preference process if applicable (page 10)
- [ ] Meet with the chair of your major department for academic advising and class selection assistance (page 3)
- [ ] Spring registration begins (page 5) Note: Registration times are dependent on credit totals transferred and your last name.
- [ ] Upload your photo for your student ID to pick up at Transfer Orientation (page 7)
- [ ] Sign up for spring 2016 optional payment plan program with Tuition Management Systems (TMS) (page 6)
- [ ] Look for spring 2016 E-bill (page 6) Note: Bills are only sent electronically.

**DECEMBER**

- [ ] Attend Transfer Orientation & Advising Day (page 4)
- [ ] Sign up for Third-Party Authorization to access electronic tuition bills if a family member is helping you pay your tuition (page 6)
- [ ] Sign up for refunds with TMS if you are expecting a refund (page 6)
- [ ] Sign up for the commuter meal plan or adjust residential meal plan via Max - My Dining (page 9)

**JANUARY**

- [ ] Attend Transfer Orientation & Advising Day (page 4) Note: Disregard if you attended the December Transfer Orientation & Advising Day
- [ ] Spring 2016 bills due – pay or clear bill (page 6) Confirmation is required even if no payment is due. Complete the “clear bill” process explained on page 2 of your e-bill.
- [ ] Purchase a parking permit if applicable (page 7)
- [ ] Last day to sign up for, cancel or adjust spring 2016 TMS payment plan contract (page 6)
- [ ] Last day to cancel/Reduce spring 2016 meal plan (page 9)
- [ ] Move into on-campus housing (page 10)
- [ ] Complete online alcohol and sexual assault prevention portals (page 4)

If admitted after dates listed above, please complete all steps up to your admission date as soon as possible, then continue to follow the checklist.

For additional information, visit millersville.edu/advisement/transfer-resources.
Congratulations!

YOU’RE OFFICIALLY A MARAUDER. IT’S TIME TO SET UP YOUR myVILLE ACCOUNT!

You’ll be using your myVILLE account to access your University email, portals, computer labs, printing and wireless access and so much more.

To activate your myVILLE account, you will need your M# (Student ID number listed on your Admissions Acceptance Letter). You will be setting a pin number for MAX, receiving your username and creating a password for myVILLE. Make sure to write these down in a safe place!

For instructions on activating your Millersville account, visit myville.us/activate.

Once you activate your myVILLE account, be sure to check your Millersville email account regularly. Millersville email is the primary communication mode for information.

Go to millersville.edu/logins to access the portals listed below.

- myVILLE provides access to your email, the university portal, computer labs, printing and wireless internet access.

- MAX provides access to course registration, grades, transcripts and degree audits, and bursar and financial aid information.

ADMISSIONS OFFICE
Submit your final college transcript.
If you are currently enrolled elsewhere and will be until you begin at Millersville, please submit official transcripts at the end of each term (spring, summer, fall, etc.).

Admissions Office
PO. Box 1002
Millersville, PA 17551-0302

Need to update your information?
The Admissions Office can also help if you would like to change your major, change personal information such as email, address and telephone number; or if you would like to switch your housing status. If you need to update any of this information, please send your request along with your full name and Millersville ID number to admissions@millersville.edu or call 1-800-MU-ADMIT.

TRANSFER ORIENTATION & ADVISING DAY
December 5 and January 17
Transfer Orientation & Advising Day introduces you to life at Millersville through socializing with other new transfer students; sessions aimed at introducing you to technology, academics and campus life; and meetings with your Academic Dean and an Academic Advisor (December 5 only). Students who need to complete the Math Placement Test can do so on December 5. Preregistration is required, as space for each date is limited.

Please note, Orientation is required and an Orientation fee is included in your first-semester bill whether you attend or not. This fee covers programming materials and meals.

ONLINE ALCOHOL & SEXUAL ASSAULT PREVENTION PORTALS
Deadline: January 18
All new students entering Millersville are required to complete the following online portals: Zombies, Alcohol & You (alcohol-abuse prevention) and Not Anymore! (sexual-assault prevention). Students will receive an email with instructions on how to complete the programs.

ONE BOOK, ONE CAMPUS
Students are asked to read Memory of Water, a novel by Emmi Itäranta, before classes begin. Copies of the book are available for purchase at the University Store or a book provider of your choice.
STEP 1: TRANSCRIPT EVALUATION
- You have received a transfer credit evaluation when you were admitted. This will let you know how your previous coursework will fit into your academic program here.
- Ensure that the Admissions Office receives your most recent course transcript at admissions@millersville.edu or Admissions Office, P.O. Box 1002, Millersville PA 17551.
- Send an updated transcript at the end of the fall semester.
- Check out the Transfer Equivalency website at mville.us/transfer-equivalency. If you have questions about your evaluation, you can contact the Transcript Credit Coordinator at 717-871-4625 or speak to your chair/advisor (see below).

STEP 2: MATH PLACEMENT TEST
- If you did not complete a college-level math course at your previous institution, you will need to complete a Math Placement Test prior to registering for math and some science classes. The test is offered during Transfer Orientation & Advising Day (December 5) or by making arrangements with the math department at 717-871-7668.
- If you are unsure if you need to take a placement test, please consult the math department: 717-871-7668.

STEP 3: TRANSFERRING IN 18 CREDITS OR UNDER — WAIT FOR YOUR SCHEDULE
- Students transferring in 18 or less credits will have their schedule created based on your previous coursework, major and other factors. You will receive a questionnaire by MU email requesting information to help us in creating your schedule. Once that is received your schedule will be created and an email will be sent when it’s available for you to view.
- You are able to make adjustments to the schedule but please be aware that you may be put into classes that are full. Be confident you are not interested in a class before you drop it because it may be difficult to reverse the decision. For information on making adjustments see Step 4.

STEP 4: REGISTER FOR CLASSES
- Registration for spring classes begins in November. Detailed information, including an online Registration Guide and video tutorials regarding registration, can be found under Registration Information on the right side of the Registrar's website at millersville.edu/registrar.
- Transfer students who have paid their deposits by the beginning of registration can register with our current students. The registration appointment schedule is located on the Registrar's website, millersville.edu/registrar, under Registration Information on the right side of the page. Register for the classes you discussed in consultation with your department chair.
- If you paid your deposit after November, you can register anytime after you have met with your department chair.
- If the class is full, you may add yourself to the wait list. Please note that you will be notified of an opening through your Millersville email. You can also sign up for MAX Mobile. If you wish to take classes this winter at Millersville, you'll need to contact the Registrar's Office at 717-871-5005 to have your MAX account adjusted to add winter classes.

ASSISTANCE THROUGHOUT THE PROCESS
- Recognizing that this is sometimes a confusing process, we encourage you to reach out to the Advisement Coordinator of Transfer Students with any questions or concerns. This office was created specifically to help transfer students at Millersville. You can contact the Advisement Coordinator of Transfer Students at transfer.advisor@millersville.edu.
- A Transfer Resource web page has been developed to address many common transfer questions — millersville.edu/advisement/transfer-resources.
- Academic & Student Development (2nd floor of Lyle) is available to help all students with academic advising questions and registration. Walk-ins are welcome!

OR

TRANSFERRING OVER 18 CREDITS — MEET WITH YOUR DEPARTMENT CHAIR FOR ADVISING
- Incoming transfer students who have declared a major should contact their department chair (or their designee) for advisement and registration assistance. A list of department chairs is available at mville.us/transfer-contact. Any Undeclared transfer students should speak to the Office of Academic and Student Development at 717-871-5333.
- Familiarize yourself with your Degree Audit (available in MAX). This report helps you understand what class requirements have been completed and what still needs to be taken for your major. Print a copy and bring with you when you meet with your department chair — they can help you understand the report.
- If you haven’t received your final credit evaluation, bring along copies of your unofficial transcripts from your past institutions to help determine overrides and prerequisites.

E-BILLS
The Bursar's Office will send email notification to students at their Millersville email addresses when bills become available. Spring 2016 bills are expected to be available online as of 11/16/2015. Follow the instructions in the email to VIEW/PRINT/PAY/CLEAR the bill. All bills are processed electronically.

THIRD-PARTY AUTHORIZATION
To complete Third-Party Authorization, students must:
1. Log on to myVILLE.
2. Select the Finances tab.
3. Look for the Current Balance portlet.
5. Select Accept Terms by checking the box.
6. Click on Enable Authorized Payer Access.
7. Select Email Parent/Other Payer.
8. Select Add New Third-Party Email Address.
9. Provide Parent/Third-Party Name, Email Address, create User ID and Password (of your choice). Hit Save.
10. Click on Return to Billing Email List to send an email confirmation.
11. Select Notify and Confirm request.
- Parent/Third-Party will receive an email confirmation, along with their User ID and Password.
- In order for parents or other third parties to receive an email when bills are available, have access to online billing and be granted permission to discuss confidential account information with our office, Third-Party Authorization is required by law.

TMS PAYMENT PLAN
Millersville University, in conjunction with Tuition Management Systems (TMS), offers a convenient payment plan option. Consider this OPTIONAL payment plan. Enrollment for spring 2016 is now available. ENROLL NOW - Payments begin on November 15, 2015.

Sign up for this plan by November 15 and divide your bill into five smaller monthly payments, spread over the semester. Later applications are accepted. The deadline to join for spring 2016 is Wednesday, January 6, 2016.*
- To take advantage of this offer, you may contact TMS at 1-800-722-4867 or visit their website at millersville.afford.com.
- *Enrollment in TMS after the tuition due date is subject to the $25 late fee. To avoid the late fee, sign up for TMS by the due date of your tuition bill.

STUDENT REFUNDS
Expecting a refund? Don’t get stuck waiting 14 days for a paper check. Signing up for direct deposit ensures that excess funds are directly deposited into your checking or savings account within 72 hours of an overpayment. Even if you do not utilize Tuition Management Systems (TMS) for a payment plan, all refunds are processed in this system. Register your account with TMS to choose either a paper check or direct deposit, and verify your address. Register your preference at millersvillechoice.afford.com and click on the register tab.

CURRENT ACCOUNT BALANCE
Millersville bills undergraduate students on a per-credit basis. If students add or drop classes or adjust their meal plan, this will change the initial bill. Log onto myVILLE, select the Finances tab, and Current Balance Including Recent Transactions to view real-time account activity for the current semester. Any changes made after the original bill has been issued will be reflected here.

Bursar’s Office
The Bursar’s Office is here to help!
717-871-5101 • bursar@millersville.edu
717-871-5333 • millersville.edu/registrar • Location: Lyle Hall
1-800-MU-ADMIT • admissions@millersville.edu Virtual Tour: mville.us/tourmu

Students majoring in education need to complete criminal background clearances and a TB test before they can enter their schools. Clearances must be on file prior to the beginning of the semester. Information regarding clearances can be found at millersville.edu/clearance15.

The Registrar’s Office is here to help!
717-871-5005 • registrar@millersville.edu
millersville.edu/registrar • Location: Lyle Hall

Transfer Student Advisement is here to help!
717-871-5333 • millersville.edu/transfer-resources • Location: Lyle Hall

Enroll now for Winter Session
Over 400 traditional and online classes available.
FINANCIAL AID/VETERANS/ACCOMMODATIONS

FINANCIAL AID

The Office of Financial Aid assists students, regardless of their economic resources, in obtaining the financial assistance necessary to attend Millersville through federal and state aid, loans and scholarships. Students (and their families) must complete the FAFSA (Federal Application for Federal Student Aid). Millersville’s FAFSA school code is 003325.

Please note that financial aid cannot be used in the University Bookstore. However, if you are expecting a refund (your expenses are less than your awards), you may apply for a book loan and use that money in the Bookstore. Contact Financial Aid for more information.

Financial aid is available for students planning to attend both full-time (12 credits or more) and part-time (6-11 credits). Aid is also available for summer sessions through a special application. Aid is NOT available for the winter session.

For information about financial aid, visit millersville.edu/finaid/index.php.

VETERANS

The Veterans Certifying Officials in the Office of Financial Aid at Millersville University handle all paperwork for individuals applying for the Department of Veterans Affairs (DVA) educational benefits. This office is also your link to the DVA in cases of problems with educational benefit processing.

Contact information for the Veterans Certifying Officials:
Office of Financial Aid
P.O. Box 1002, Millersville, PA 17551
Telephone: 717-871-5100; Fax: 717-871-2248

The VA Certifying Officials are located in the Office of Financial Aid on the first floor of Lyle Hall.

For advisement and registration assistance, veterans may contact Academic and Student Development at vet.advisor@millersville.edu. In addition, this office can also provide resources and support to assist vets in personal and academic transition to the University.

Information regarding receiving academic credit for military training is available at millersville.edu/military-info. Specifically, the 3-credit Wellness component of the General Education Curriculum is waived for those who have completed basic training.

For more information, visit millersville.edu/finaid/studentinfo/veteran.php.

AACOMMODATIONS

The Office of Learning Services provides accommodations for students with developmental, medical, mobility, physical, psychiatric and learning disabilities.

Students need to complete two basic steps:
1. Complete a Special Assistance Request Form for Students with Disabilities.
2. Submit official documentation to the Office of Learning Services. Additional information and forms are available at millersville.edu/learningservices.

STUDENT EMPLOYMENT

During your time as a student, you can be employed as a student worker – earning money and gaining valuable job experience. The jobs available vary each semester, but departments that regularly hire student workers are Dining and Conference Services, the University Library and the Student Memorial Center.

Students wishing to park on campus are required to purchase a parking permit. Parking permits can only be purchased through your student account (MAX). Log into your MAX account; under the Student Services tab you will find the online permit portal. Once you have applied online and paid for your parking permit, you must stop by the parking office (Lebanon House) to pick it up. You must have your Millersville ID card with you. Parking permits will not be mailed. For more information, visit millersville.edu/policy/parking.

The Office of Financial Aid handles all paperwork for individuals applying for the Department of Veterans Affairs (DVA) educational benefits. This office is also your link to the DVA in cases of problems with educational benefit processing.

Contact information for the Veterans Certifying Officials:
Office of Financial Aid
P.O. Box 1002, Millersville, PA 17551
Telephone: 717-871-5100; Fax: 717-871-2248

The VA Certifying Officials are located in the Office of Financial Aid on the first floor of Lyle Hall.

For advisement and registration assistance, veterans may contact Academic and Student Development at vet.advisor@millersville.edu. In addition, this office can also provide resources and support to assist vets in personal and academic transition to the University.

Information regarding receiving academic credit for military training is available at millersville.edu/military-info. Specifically, the 3-credit Wellness component of the General Education Curriculum is waived for those who have completed basic training.

For more information, visit millersville.edu/finaid/studentinfo/veteran.php.

To qualify for the in-state tuition rate, any out-of-state student who is eligible for educational benefits from the Veterans Administration (VA) must provide proof of Pennsylvania residency by the first day of their first semester.
Dining Dollars are also available for purchase in increments of $50.

Dining Plan Options

<table>
<thead>
<tr>
<th>Meal Plan</th>
<th>Flex (per semester)</th>
<th>Guest Meals (per semester)</th>
<th>Cost of Plan (per semester)</th>
</tr>
</thead>
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<tr>
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</tr>
</tbody>
</table>

Looking for a gift or care package for your student? Visit ocm.com/mlr/giftsandcarepackages to see our many available options!

Dining services are here to help! 717-871-5275 • millersville.edu/dining

The staff of Housing & Residential Programs is dedicated to providing a comfortable living and learning environment. There are many housing options for you to choose from here at the Ville. Be a part of the exciting residence hall transformation in our state-of-the-art, suite-style residence halls, which offer a variety of suite types. Each environment is characterized by living learning communities and outstanding academic programming to support you in the key areas of academic performance, self-understanding, community connections and social maturity.

Request your housing preferences online!

Housing & Residential Programs communicates to transfer students through the use of the Millersville email account. First apply online, read and accept the housing agreement, then provide your preferences by answering a few simple questions.

1. To get started you will need to go to the MAX Portal > Student Services > Housing & Dining > MyHousing.
2. Select Go to Apply Online.
3. View and accept the Housing Agreement terms, and define your preferences.
4. Once completed, select Go to MyHousing.

Here you are able to request a specific residence hall or room type. Students who would like to be roommates must request one another in order for the request to be recognized. We will make every attempt to honor all requests, but cannot guarantee based on space availability.

For more information, visit millersville.edu/housing.

OFF-CAMPUS HOUSING INFORMATION

Students interested in living off campus may locate housing:

1. In myVille there is a student message board where students advertise classified information, including housing. Students should log in to myVille and choose Classifieds from the navigation.
2. Student Lodging, Inc., operates two off-campus complexes as well as some other local properties. Information is available at studentlodginginc.com.
3. There are many local properties that post “For Rent” signs outside as the semesters change.

The Housing & Residential Programs Office is here to help! 717-871-4200 • housing@millersville.edu

millersville.edu/housing
In order to provide students with high-quality medical care, Millersville University Health Services requires the following information. Please document your health information on the Health Evaluation form. Complete the Student Report portion yourself on page 12, and then have your healthcare provider complete the Practitioner’s Report on page 13.

1. **Family history**
2. **Personal health history**
3. **Tuberculosis screening – to determine if you are at risk for a tuberculosis infection**

The Practitioner’s Report (page 13), to be completed by your healthcare provider, includes:

1. Tuberculosis test (PPD) – is required if you are at risk; see screening on Student Report.
2. Immunization records
   - Required vaccinations for all students:
     - MMR (measles/mumps/rubella) – 2 vaccinations
     - Varicella (chickenpox) – 2 vaccinations
     - Td (tetanus/diphtheria) OR Tdap (tetanus/diphtheria/pertussis) booster within the last 10 years
     - Meningitis vaccination OR signed meningitis vaccine waiver

The Health Services Office is here to help! millersville.edu/healthservices • Location: Witmer Building

Forms due to Health Services by January 1.

Please remember that completion of both sides of the Health Evaluation form is required. If you fail to submit the Health Evaluation form or submit incomplete medical documentation, it will be returned to you and a hold will be placed on your student record, preventing you from registering for future classes.

**ATTENTION!**

Tuberculosis Screening: (please review and “Check” any risk factors in each section that applies)

### Section 1: Possible Symptoms of Tuberculosis
- Unexplained weight loss
- Unexplained loss of appetite for more than one week
- Unexplained cough for more than 3 weeks
- Unexplained cough production of bloody sputum

### Section 2: Risk Factors for Tuberculosis Infection
- Close contact with a known case of active tuberculosis
- Use of illegal injected drugs
- HIV/Human Immunodeficiency Virus infection
- Healthcare worker

### Section 3: Risk Factors for Tuberculosis Disease
- Diabetes mellitus
- Cystic fibrosis
- Immuno-suppression (AIDS or certain cancer medications)
- Prior history of tuberculosis

### Section 4: If you were born in or the last 5 years have lived or traveled for 30 days or more in any of the following countries, you may be at risk of tuberculosis as defined by the World Health Organization and the PA State Health Department.
- MDR-tuberculosis
- **WHO regions:**
  - African Region
  - Eastern Mediterranean Region
  - South-East Asia Region
  - Western Pacific Region

**Some major areas require a tuberculosis test to be completed. Please check with your major department.**

Signature of Student ___________________________ Date ___________

For University Use: Reviewed by Signature of University Practitioner ___________ Date ___________

Send completed forms to:
Millersville University Health Services
4 McCullough Street
P.O. Box 1002
Millersville, PA 17551

or Fax to 717-871-5252

STUDENT HEALTH INFORMATION

Millersville University promotes the overall wellness of each student enrolled.

ATTENTION!

Please remember that completion of both sides of the Health Evaluation form is required. If you fail to submit the Health Evaluation form or submit incomplete medical documentation, it will be returned to you and a hold will be placed on your student record, preventing you from registering for future classes.

**ATTENTION!**

Please remember that completion of both sides of the Health Evaluation form is required. If you fail to submit the Health Evaluation form or submit incomplete medical documentation, it will be returned to you and a hold will be placed on your student record, preventing you from registering for future classes.

**ATTENTION!**

Please remember that completion of both sides of the Health Evaluation form is required. If you fail to submit the Health Evaluation form or submit incomplete medical documentation, it will be returned to you and a hold will be placed on your student record, preventing you from registering for future classes.
STUDENT HEALTH EVALUATION: PRACTITIONER’S REPORT

Name: ___________________________________________  DOB: ___________________

Please review Student Health History and complete this page. This student has been admitted; this information will be used as background to provide proper healthcare if necessary.

Physician/provider to complete below if at risk for tuberculosis:

Tuberculin Skin Test:

Date Given: / /  ____________________________  Date Read: / /  ____________________________

Result: Positive  Negative

If positive, must provide: Chest Radiography within 2 weeks.

OR  FIA Results:

Documentation is required if treatment received for: a positive Tine test, abnormal CXR, other tuberculosis

Medication:

Date started: / /  ____________________________  Date Completed: / /  ____________________________

Mandatory Immunizations

To be completed and signed by a healthcare provider. (Follow the CDC recommendations for immunization).

Meningococcal Vaccine

If vaccine has not been received, the waiver MUST be signed by student/parent.

Date: / /  ____________________________  dose 1

Meningitis Vaccine

for meningitis: cdc.gov/meningococcal/about/risk-community.html • cdc.gov/meningitis/bacterial.html

Meningococcal Vaccine

Dose 2 – At least 4 weeks after dose 1  / /  ____________________________

Dose 1 – Immunized at 1 year of age or after / /  ____________________________

Varicella

HPV

Option 2

Option A

Date of birth / /  ____________________________

Allergies: NKA

(to be completed by Practitioner)

Physical Examination:

Include a copy of letter results must be attached.

**IF not positive, will need vaccinations**

Date: / /  ____________________________

Practitioner’s Name (print) License Number:

Do you have any recommendations regarding the care of this individual? Yes  No  Comment:

Is the patient currently under treatment for any medical or emotional condition? Yes  No  Comment:

Is there any loss or serious impaired function of any paired organ? Yes  No  Comment:

Gastrointestinal

Skin

Eyes

Musculoskeletal

Head, Ears, Nose and Throat

Genitourinary – Hernia (Males)

Organ System

Abnormal  Normal  Abnormal  Normal

(Use additional sheet to complete if necessary)

Do you live in a residential facility or dormitory? Yes  No

Do you have a family member or friend who uses a wheelchair? Yes  No

Do you require special assistance in accessing the University? Yes  No

Are you currently on prescription medicine for any condition? Yes  No

Are you taking any medication for any condition? Yes  No

Are you allergic to any of these medications? Yes  No

Do you have any ongoing medical conditions? Yes  No

Are you currently under the care of a health care provider? Yes  No

Do you have any physical limitations that may affect your ability to participate in University activities? Yes  No

If yes, please specify:

Practitioner’s Name: ____________________________  Office Address: ____________________________

Practitioner’s Signature: ____________________________  Phone: ____________________________

Return to: Millersville University Health Services

P.O. Box 1002

Millersville, PA 17551

FAX: 717-871-5252

myVILLE PORTAL

Your portal to University Services, millersville.edu/logins

- D2L Login
- myAccount@MU
- myVILLE Email Login
- MAX & MAX Mobile
- MJU Alert
- View your University bill
- View your class schedule
- Marauder Gold
- And a whole lot more!

IT HELP DESK

mville.us/help • 717-871-7777 • help@millersville.edu

Call Center Hours:

M-Th 7 a.m. - 9 p.m.
F 7 a.m. - 5 p.m.

Millersville University Info Tech (IT)

myVILLE TECH

Your online education platform – use the myVILLE portal to log in.

Online detailed help: wiki.millersville.edu/display/d2ldocs/Home

COMPUTER LABS ON CAMPUS

There are 14 general-use labs across campus with PC and Mac computers. You will need to know your myVILLE username and password to access a computer. Printing is available in these labs in accordance with the Printing at MU policy. You need to bring your own USB mini drive(s) to save your work in most of the computer labs. Remember to save, and save often.

Work stations for the visually impaired and the hearing impaired are available in the Library. These laptops may be checked out at the circulation desk and have both the ZoomText and JAWS software available on them. To access the Assistive Technologies Lab, please contact the Learning Services Office, located in Lyle Hall, Room 332, Phone: 717-871-5554.

If you need help while in a lab with computers or printing, please call the IT Help Desk at 717-871-7777.

Online detailed help: wiki.millersville.edu/display/ittac/Computer+Labs

D2L

Your online education platform – use the D2L portal to log in.

Online detailed help: wiki.millersville.edu/display/d2ldocs/Home

TAC (TECHNICAL ASSISTANCE CENTER)

TAC is a no-appointment, walk-in service provided by the Millersville University Department of Information Technology and funded by the Student Technology Fee, accessible by the first-floor entrance of the Boyer Building, Room 119. TAC technicians provide technology assistance free of charge to students, and specialize in solutions to problems concerning internet connectivity and personal computing devices. TAC’s directive is to minimize student personal computing device downtime by offering “computer software support, information and education” to Millersville University students.

HOURS OF OPERATION:

Fall/Spring Semesters:

M-Th 8 a.m. - 9 p.m., F 8 a.m. - 5 p.m.
Winter/Summer Sessions:

M-F 8 a.m. - 5 p.m.

Help

The University IT Help Desk is here to help!

717-871-7777 • mville.us/help • help@millersville.edu

Online detailed help: wiki.millersville.edu/display/ittac/Computer+Labs

D2L

Your online education platform – use the D2L portal to log in.

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HOURS OF OPERATION:

Fall/Spring Semesters:

M-Th 8 a.m. - 9 p.m., F 8 a.m. - 5 p.m.
Winter/Summer Sessions:

M-F 8 a.m. - 5 p.m.

Help

The University IT Help Desk is here to help!

717-871-7777 • mville.us/help • help@millersville.edu

Online detailed help: wiki.millersville.edu/display/ittac/Computer+Labs

D2L

Your online education platform – use the D2L portal to log in.

Online detailed help: wiki.millersville.edu/display/d2ldocs/Home

TAC (TECHNICAL ASSISTANCE CENTER)

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HOURS OF OPERATION:

Fall/Spring Semesters:

M-Th 8 a.m. - 9 p.m., F 8 a.m. - 5 p.m.
Winter/Summer Sessions:

M-F 8 a.m. - 5 p.m.
From Baltimore and south:
Take Route 83 north to Route 30 east. Take exit for Route 741 east. Then follow “From Route 741.”

From Harrisburg and west:
Take Route 283 east. Take exit for Route 741 east. Then follow “Almost there,” below.

From the PA Turnpike, traveling east:
Take Route I-83 north to Route 30 east. Take exit for Route 741 east. Then follow “Almost there,” below.

From Route 741:
On Route 741 east, the name Rohrerstown Road will change to Millersville Road. About four miles beyond Route 30, turn right at the light onto Route 999. Follow “Almost there,” below.

Almost there:
After the second traffic light (after Route 30), turn right at the light onto Route 999. Follow “Almost there,” below.

From downtown Lancaster:
Go west on Orange Street, turn left on Charlotte Street and then bear right onto Manor Street. It will become Route 999 (Manor Avenue). When you cross Route 741 (Millersville Road), follow “Almost there,” below.

Almost there:
After the second traffic light (after Route 741), watch for the fork in the road and bear left onto George Street. Follow George Street. After you cross West Cottage Ave., you will see University buildings on either side. Watch for brick entrance signs on the right.

GETTING TO MILLERSVILLE UNIVERSITY

ACADEMIC FACILITIES
42 Adams House
65 Shikensy House
64 Armstrong House
40 Bixler Hall* 
71 Bedford House
15 Birds House
48 Riddless/Keffer Hall
54 Blooms Hall*
45 Byrkit Hall
74 Cambria House
51 Caputo Hall*
38 Chyst Hall
18 Columbia House
66 Conestoga House
66 Dauphin House
30 Ducher Hall
41 Franklin House (Henson College)
69 Fulton House
44 Gehr Hall
40 Hack Hall**
70 Huntington House
8 Lancaster House
67 Lawrence Building
62 McCamy Hall
32 McKinney Library/Ganser Hall
8 Mercer House
9 Mykles House
16 Newman House
53 Nichols House*
10 Northampton House
3 Northumberland House
47 Osborne Hall
43 Perry House
12 Pike House
5 Potter House
52 Roddy Hall*
11 Schuykill House
17 Somerset House
13 Stearns Hall
63 Susquehanna House

ATHLETIC FACILITIES
46 Bermudian Center
68 Bixler Community Center
60 Bixler Service Building
58 Blair House
34 Bogert/Keffer Hall
21 Chester House
37 Delaware House
22 Dixwell Building
18 Dunning Alumni House
14 Lebanon House (Police)
24 Lyle Hall (Admissions)
59 Montgomery Hall
61 Palmer Building

RESIDENCE HALLS/HOUSING
27 Epic Hall
80 Fedak Hall
81 Hurbalt Hall
76 Hill Hall
6 Goal Hall
26 Gilbert Hall
84 Hverland Hall
85 Shook Hall
86 South Village

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76 Hill Hall
6 Goal Hall
26 Gilbert Hall
84 Hverland Hall
85 Shook Hall
86 South Village

*Argires Science Complex
**McCullough Communications Complex

OTHER FACILITIES
29 First United Methodist Church
36 St Paul’s Lutheran Church
75 Gardner Hall & Bodine Conference Center
20 Juanita House
72 Moxart House
33 Philadelphia House
88 Police
87 Post
82 Student Memorial Center
28 Tanner House
73 Washington House
89 Water Tower
39 Witmer Health Services

PARKING GARAGES
G1 Prince Street Garage
G2 Public Garage

CAMPUS MAP

*An Amtrak station is conveniently located minutes from Millersville!
ADMISSIONS:  
1-800-MU-ADMIT  
admissions@millersville.edu  
millersville.edu/admissions

ADMISSIONS:  
1-800-MU-ADMIT  
admissions@millersville.edu  
millersville.edu/admissions

Bursar's Office:  
717-871-5101  
bursar@millersville.edu  
millersville.edu/bursar
Location: Dilworth Building

Bursar's Office:  
717-871-5101  
bursar@millersville.edu  
millersville.edu/bursar
Location: Dilworth Building

Dining Services:  
717-871-5275  
millersville.edu/dining  
Location: Gordinier Hall

Dining Services:  
717-871-5275  
millersville.edu/dining  
Location: Gordinier Hall

Financial Aid:  
717-871-5100  
fa.mail@millersville.edu  
millersville.edu/hr
Location: Gordinier Hall

Financial Aid:  
717-871-5100  
fa.mail@millersville.edu  
millersville.edu/hr
Location: Gordinier Hall

Health Services:  
717-871-5250  
hservices@millersville.edu  
millersville.edu/healthservices
Location: Witmer Building

Health Services:  
717-871-5250  
hservices@millersville.edu  
millersville.edu/healthservices
Location: Witmer Building

Admissions:  
1-800-MU-ADMIT  
admissions@millersville.edu  
millersville.edu/admissions

Admissions:  
1-800-MU-ADMIT  
admissions@millersville.edu  
millersville.edu/admissions

Human Resources:  
717-871-4950  
millersville.edu/hr

Human Resources:  
717-871-4950  
millersville.edu/hr

Information Technology:  
717-871-7777  
millersville.edu/infotech  
Location: Boyer Building

Information Technology:  
717-871-7777  
millersville.edu/infotech  
Location: Boyer Building

Learning Services:  
717-871-5554  
learning.services@millersville.edu  
millersville.edu/learning services
Location: Lyle Hall, Room 352

Learning Services:  
717-871-5554  
learning.services@millersville.edu  
millersville.edu/learning services
Location: Lyle Hall, Room 352

Placement Test:  
Math: 717-871-7668  
math@millersville.edu  
Millersville.edu/placement-test

Placement Test:  
Math: 717-871-7668  
math@millersville.edu  
Millersville.edu/placement-test

Orientation:  
717-871-5553  
orientation@millersville.edu  
Location: Lyle Hall

Orientation:  
717-871-5553  
orientation@millersville.edu  
Location: Lyle Hall

Parking:  
717-871-4357 (871-HELP)  
millersville.edu/parking  
Location: Lebanon House

Parking:  
717-871-4357 (871-HELP)  
millersville.edu/parking  
Location: Lebanon House

Registrar's Office:  
717-871-5005  
registrar@millersville.edu  
millersville.edu/registrar
Location: Lyle Hall

Registrar's Office:  
717-871-5005  
registrar@millersville.edu  
millersville.edu/registrar
Location: Lyle Hall

Transfer Student Advisement:  
717-871-5333  
transfer.advisor@millersville.edu  
millersville.edu/transfer-resources
Location: Lyle Hall

Transfer Student Advisement:  
717-871-5333  
transfer.advisor@millersville.edu  
millersville.edu/transfer-resources
Location: Lyle Hall

University Services (ID Cards/Mail):  
ID Cards: 717-871-7008  
Mail: 717-871-7008  
millersville.edu/univsvcs
Location: Boyer Building, Room 123

University Services (ID Cards/Mail):  
ID Cards: 717-871-7008  
Mail: 717-871-7008  
millersville.edu/univsvcs
Location: Boyer Building, Room 123

PSECU:  
717-872-6516  
Location: Student Memorial Center, Room 110

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717-872-6516  
Location: Student Memorial Center, Room 110

Welcome to Millersville

Purchase your books, in advance, on our website, store.studentservicesinc.com
We will hold them until you arrive on campus, the correct books, on time, every time

Support the store that supports you!
at Millersville University
STUDENT NEW MEMBER PROMOTION

You get a lot with a PSECU membership. And now you can get more. Join your credit union on campus now and build your bonus to receive up to $250. The amount depends on the services you add - $50 for online banking, $50 for Direct Deposit, $50 for using Bill Payer and $100 for taking out a vehicle loan with us. Services must be added within 90 days of establishing membership.

Promotion ends December 31, 2015.

VISIT US ON CAMPUS FOR DETAILS & TO APPLY:
STUDENT MEMORIAL CENTER, ROOM 110