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# BULLDOG CHECKLIST

Between Orientation and the first day of class, we believe it's important for you and your student to spend some time together discussing their transition to university life. Please take a moment to go over the following information, ensuring your student is positioned for a successful year. As always, you are welcome to contact the Office of Parent & Family Services if you ever have questions or need guidance.

**Encourage your student to:**

- ✓ Be themselves!
- ✓ SYNC **Microsoft O365** (student e-mail account) with their phone (and check email daily!)
- ✓ Make sure Banner info is always updated with current contact information (**student** info!)
- ✓ Enroll in Duo two-factor authentication (details explained at **servicedesk.msstate.edu**)
- ✓ Use a calendar daily (ex. due dates from syllabus, academic calendar, holidays, finals)
- ✓ Stick with their schedule. **DO NOT** drop/add classes without academic advisor approval.
- ✓ Get to know their Navigator **freshman.msstate.edu** (if a freshman!)
- ✓ Attend class and purchase ALL class materials (books, access codes, supplies, etc.)
- ✓ Read/Follow syllabus & get to know their professors
- ✓ Park in designated spots only to avoid tickets **parkingservices.msstate.edu**
- ✓ Be responsible! (sleep, eat, and exercise!)
- ✓ Be respectful! (roommate expectations/classroom conduct)
- ✓ Get involved & make friends.
- ✓ Be resourceful - use student resources:

Dean of Students' Office  
Center for Student Activities  
The Learning Center  
The Writing Center  
The Math Domain  
College/Departmental Tutoring  
Mitchell Memorial Library

Student Health Center  
Student Support/Disability Services  
Student Counseling Services  
Holmes Cultural Diversity Center  
Center for Student Success  
Career Center  
University Academic Advising

- ✓ When in doubt, ASK FOR HELP!

**Have a conversation with your student regarding:**

Expectations and Consequences (G.P.A., scholarships, behavior, spending, etc.)  
Campus Safety and Awareness **emergency.msstate.edu**  
Communication Expectations (how often - cell phone, texts, emails, etc.)  
Time Management & Managing Freedom  
Code of Student Conduct **policies.msstate.edu/policypdfs/91100.pdf**

**Know important dates, fees, and deadlines**

**Tuition Due Dates: Fall (August 1) | Spring (January 1)**

Academic Calendar: **registrar.msstate.edu/calendars/academic-calendar**

August 24: Last day to drop a course without a grade (Withdraw from the University - 90% refund)

October 7: Mid-point of semester & Last day to drop a course with a W grade (0% refund)

November 13: Last day to withdraw from University

Refund Schedule: **registrar.msstate.edu/files/withdrawal-refund-schedule.pdf**

Tuition Costs: **controller.msstate.edu/accountservices/tuition**

Student Financial Aid: **sfa.msstate.edu**

State Financial Aid: **msfinancialaid.org**



**MISSISSIPPI STATE UNIVERSITY™**  
OFFICE OF PARENT AND FAMILY SERVICES

family@msstate.edu  
662.325.3611  
family.msstate.edu | ocss.msstate.edu

**Discuss the budget**

Make sure your student makes you an Authorized Payer (QuikPAY®)\* so you can access account details.  
[controller.msstate.edu/accountservices/paymentinfo/authorizedpayer](http://controller.msstate.edu/accountservices/paymentinfo/authorizedpayer)

	Items to Consider	Semester Cost
<b>MSU Student Account</b> All of these expenses will be credited or charged to the centralized MSU Student Account.	Family Contribution	
	Student Income	
	Scholarships	
	Financial Aid (federal grants/loans, state grants)	
	<b>Total Student Funding</b>	
	Tuition/Fees (may include Printing & Lab fees)	
	Housing (on-campus)	
	Dining Plan ( <a href="http://msstatedining.campusdish.com">msstatedining.campusdish.com</a> )	
	Parking Permit	
	Football Tickets	
	Longest Student Health Center	
	<b>Total MSU Student Account Expenses</b>	
<b>Miscellaneous</b> None of these expenses will be charged to the centralized MSU Student Account.	Books/Supplies (\$600 per semester is typical)	
	Groceries/Eating out	
	Renters Insurance	
	Cell Phone	
	Off-Campus Housing & Utilities	
	Entertainment	
	Clothing & Laundry	
	Automobile (payment, insurance, maintenance, gas, etc.)	
	Student Involvement (i.e. organizational dues)	
	Other	
	<b>Total Miscellaneous Expenses</b>	

**Have your student grant you access to the Parent Portal\***

Visit [family.msstate.edu](http://family.msstate.edu) and click on Get Access under the Parent Portal information box to find out how your student can grant you access.

**Submit Proof of Immunizations ([health.msstate.edu](http://health.msstate.edu)) to:**

Longest Student Health Center | P.O. Box 6338 | Mississippi State, MS 39762

**Submit FINAL transcript from previous institution/s ([admissions.msstate.edu](http://admissions.msstate.edu)) to:**

Office of Admissions and Scholarships | P.O. Box 6334 | Mississippi State, MS 39762

*Final transcripts should clearly identify the date of graduation*

**Submit Advanced Placement (AP) and International Baccalaureate (IB) test scores ([registrar.msstate.edu](http://registrar.msstate.edu)) to:**

Office of the Registrar | P.O. Box 5268 | Mississippi State, MS 39762

\*QuikPAY® and Parent Portal are not the same system; you will need a separate login for each.

