

# Quick Start Guide to MSU Resources



[Quick tip! Search MSU to find even more resources and contact information for MSU community members](#)

## Table of Contents

<b>Who do I contact?.....</b>	<b>2</b>
<b>Academic Resources .....</b>	<b>3</b>
Academic Advising .....	3
Academic Calendar.....	3
Collaborative Learning Center.....	3
The Writing Center .....	3
Engagement Centers: Find one in your neighborhood! .....	4
MSU Libraries.....	4
Other Academic Assistance.....	4
MSU Scholarships.....	4
<b>Career Resources .....</b>	<b>4</b>
Handshake: MSU’s career management platform.....	4
Career Services Network.....	5
Don’t have time for an appointment? No problem! The Career Services Network website has resources you can explore on your own .....	5
RCPD/MRS Careers Collaborative.....	5
<b>Physical and Mental Health Resources .....</b>	<b>6</b>
Student Health & Wellness: Find LOTS of resources here!.....	6
Coronavirus Health & Wellness updates.....	6
MSU Health Promotion .....	6
SPARTANfit Fitness and Wellness.....	6
Olin Health Center.....	6
MSU Counseling and Psychiatric Services (CAPS) .....	6
There is a LOT of information on CAPS’ website! Do some exploring to find resources and services that are the best fit for you.....	6
CAPS Group Counseling .....	7
MSU Center for Survivors .....	7
Physical Fitness .....	7
STRESS – Everyone experiences it! Here are some pointers for decreasing feelings of stress .....	7
<b>Other Helpful Resources.....</b>	<b>8</b>
Resource Center for Persons with Disabilities.....	8
Office for International Students and Scholars (OISS) .....	8

The Graduate School .....	8
The Gender and Sexuality Campus Center .....	8
MOSAIC: The Multicultural Unity Center .....	9
Office of Cultural & Academic Transitions (OCAT).....	9
Office for Civil Rights and Title IX Compliance .....	9
University Ombudsperson .....	9
The Office for Institutional Equity (OIE).....	9
MSU Center for Community Engaged Learning .....	9
ASMSU: The Undergraduate Student Government of MSU .....	10
MSU Guide App: learn to navigate campus! .....	10
Michigan State University Federal Credit Union (MSU FCU) .....	10
<b><i>Finally...Resources just for FUN!</i></b> .....	<b>10</b>
Student Life.....	10
Special Events Calendar .....	10
Spartan Athletics Schedule .....	10

## Who do I contact?

With so many resources on campus, it can be difficult to know who to contact with questions. Here are some guidelines:

- **RCPD specialist:** getting and updating your VISA, how to implement accommodations, instructors' questions about implementing accommodations, getting connected with [assistive technology](#) and [RCPD programming](#), general academic questions and concerns (the [RCPD website](#) is also a great resource!), working on academic skills
- **Academic advisor/college:** understanding which classes to take, overrides, dropping/adding a class, switching sections, switching majors, withdrawing from the semester
- **Professor/instructor/TA:** understanding your grade in a course/on an assignment, accessing academic support for their class
  - o **Remember!** You are responsible for sharing your VISA with instructors!



## Academic Resources

### Academic Advising

If you have any questions about classes/scheduling or majors, schedule an appointment with your academic advisor. They are here to help! Sign into the [Student Information System](#) and follow these steps to get to the scheduling option: Student Homepage > Academic Progress > Advising/Tutoring Appointments

### Academic Calendar

Find important dates for dropping and adding courses, start/middle/end of classes, exams, billing statements, holidays, and more. *Be sure to change the “Academic Year” drop down menu at the top of the page to the correct year!*

- **Enrollment:** Remember that permanently registered RCPD students have access to early enrollment in courses. Enrollment typically opens in late March/early April. Visit your academic advisor in advance of the enrollment date to plan future courses. You will be notified of the date via email/confidential message! Notification dates and enrollment dates are posted in the [academic calendar](#). You must change the “academic year” drop down at the top of the page to the year you will be enrolling for.

### Collaborative Learning Center

- [Seminars and workshops](#) are available to help with academic skills like reading, test taking, study skills, and time management. [Pre-recorded workshops and other videos](#) are also available.
- They also have [resources for academic success](#) on their website and have [study tables](#) throughout the semester.
- Phone: (517) 355-2363, email: [clc@msu.edu](mailto:clc@msu.edu)

### The Writing Center

- Locations all over campus or you can meet with a consultant online! Hours and locations may vary depending on COVID.
- [Appointment scheduling](#)
- One-on-One Consulting: get advice about papers, resumes, cover letters, and more! Visit at any stage of writing - outlines to final drafts
- [Writing groups](#)

## Engagement Centers: Find one in your neighborhood!

- [Online engagement center](#)
- Common available resources:
  - Academics (advising, Math Learning Centers, Writing Centers)
  - Career and Purpose (career goals, majors)
  - Intercultural Engagement
  - Health and Wellness (health, finances, stress)

## MSU Libraries

- [Electronic resources](#) (use [ProQuest](#) to search for articles for your research papers!)
- [Ask a Librarian](#)
- [Services for students with disabilities](#)
- [Library spaces](#)

## Other Academic Assistance

- Tutoring is handled by each department on campus. Many departments provide help rooms and tutors-for-hire lists. Here are some common places:
  - [Math Learning Center](#)
  - [Math private tutor list request](#)
  - [Chemistry help](#)
  - [Social Science PAL Program](#)
  - [Statistics Help Rooms](#)
  - Your professors' office hours are also a GREAT resource for extra help in your courses! You can find this information in your syllabus.

## MSU Scholarships

Search for an apply to scholarships!



## Career Resources

### Handshake: MSU's career management platform

- Handshake offers on- and off-campus employment/internship opportunities, career fair/networking event schedules, workshops, career advising scheduling, and more!
- Get email alerts for job and internship openings
- Questions? Visit Career Services [drop-in hours](#) or [schedule an appointment](#) with a career advisor

## Career Services Network

- [Locations](#)
- How they can help:
  - Connecting majors & careers
  - Skills & interest assessments
  - Exploring careers & industries
  - Finding jobs & internships
  - Graduate school planning
  - Interview Prep
  - Resume & cover letter review
- You can schedule an appointment through [Handshake](#) or [drop in!](#)

Don't have time for an appointment? No problem! [The Career Services Network website](#) has resources you can explore on your own

- [Quick tips for resumes & cover letters along with sample documents](#)
- [Preparing for interviews](#)
- [Gaining experience](#)
- [Advice for applying to graduate school](#)
- Much, much more!

## RCPD/MRS Careers Collaborative

- Disability-centered career services at RCPD!
- Work on all things career-related with a Michigan Rehabilitation Services Counselor:
  - Resumes, interview skills, communication
  - Accommodations in the workplace and assistive tech
  - Resources to support education
  - Finding internships and permanent employment
  - Network with employers and other professionals
  - Individualized support
- Ask your [RCPD specialist](#) how you can sign up



# Physical and Mental Health Resources

[Student Health & Wellness](#): Find LOTS of resources here!

[Coronavirus Health & Wellness updates](#)

[MSU Health Promotion](#)

- [Alcohol and other drugs support](#) and [collegiate recovery community](#), [fitness and wellness](#), [nutrition](#), [sexual wellness](#), and more!

[SPARTANfit Fitness and Wellness](#)

The goal of SPARTANfit is to enhance student success and the pursuit of lifelong well-being by creating opportunities that foster engagement and well-being for MSU students through diverse fitness and wellness services and resources.

- Get connected with fitness and wellness resources, coaches, and peers! Begin exercising [with your neighbors](#), ask questions of certified personal trainers, get your own personalized exercise prescription, and [so much more!](#)

[Olin Health Center](#)

- [Contact](#): 463 E. Circle Drive and in the neighborhoods, call for appointments: 517-353-4660
  - o [Neighborhood clinics](#): Hubbard, Brody, Holden, McDonel
- [General information & getting started](#)
- [Appointments](#)
- Feeling sick? [MSU students' first three medical office visits are free every academic year](#). There are some services you may still be charged for. Take advantage of this if you're not feeling well - taking care of yourself is important for academic success!

[MSU Counseling and Psychiatric Services \(CAPS\)](#)

There is a LOT of information on CAPS' website! Do some exploring to find resources and services that are the best fit for you

- [Contact](#): Olin Health Center, 3<sup>rd</sup> Floor (463 E. Circle Dr.), phone: (517) 355-8270
- [Get started](#)
- [Services](#) include individual, group, and couple's counseling, self-help resources, referrals, and more
  - [Counseling services](#)
  - [Crisis support services](#), during business hours and afterhours
  - [Services for students studying remotely](#)
  - Curious but don't want to visit just yet? [CAPS has online resources and self-assessments](#)
- Try [CAPS Connect](#) to talk to find a confidential listening ear or expert advice, virtually

- Need to transition your care to MSU?
  - [Transition of Care Guide](#)
  - [Transferring ADHD medication](#)
  - [General psychiatry](#)

## [CAPS Group Counseling](#)

- Call (517) 355-8270 for more information and to register to attend a group session

## [MSU Center for Survivors](#)

- “The Center for Survivors is honored to work with sexual assault survivors and all others who are impacted by sexual violence.”
- [Programs](#): individual and group therapy, crisis intervention, advocacy, workshops, and sexual assault crisis hotline (517-372-6666)
- [Call or email](#) to schedule an appointment: 517-355-3551
- [Location](#): Student Services Building Room 207 (556 E. Circle Dr. East Lansing, MI)
- Sexual assault crisis hotline: available 7 days a week 365 days a year (517) 372-6666
  - o [Crisis chat](#) for immediate support and access to resources
- [Resources](#)

## [Physical Fitness](#)

Regular exercise can boost your energy, improve your mental health, and more! MSU has lots of options for finding the right exercise plan for you

- [Facilities](#)
- [Group Exercise Classes](#)

## STRESS – Everyone experiences it! [Here are some pointers for decreasing feelings of stress](#)

- o [Pause and take deep breaths](#). If you need a break, take one!
- o [Talk to someone](#). Every college student has experienced stress in one way or another, don’t hesitate to ask a trusted friend, family member, or advisor for advice.
- o [Try to exercise regularly](#). Campus fitness centers, IM or club sports, or taking a relaxing walk are great ways to get moving and decrease stress.
- o [Work on time management skills](#). Organizing due dates, special events, study time, and works shifts into a calendar can reduce stressful feelings associated with school and work (schedule with your RCPD specialist to work on these skills!).





## Other Helpful Resources

### Resource Center for Persons with Disabilities

Leads Michigan State University in maximizing ability and opportunity for full participation by persons with disabilities. RCPD assists MSU students and employees with disabilities through providing accommodations, programming, and resources.

- [Contact RCPD and your specialist](#)
- [Signature programming for RCPD students](#)

### Office for International Students and Scholars (OISS)

OISS offers advising on and facilitates compliance with U.S. immigration regulations. OISS also provides orientations and other special programming that help international students and scholars integrate into and adjust to the academic, cultural and social life of MSU. They also serve as a liaison with U.S. government agencies and foreign embassies and sponsor educational foundations that support international students and scholars. OISS contributes to the internationalization of MSU by providing opportunities for growth through cross-cultural interactions.

- [Advising/contact](#)

### The Graduate School

Find information about graduate programs and resources available for graduate students.

- [Mentoring and Guidelines](#)
- [Academic resources](#)
- [Professional development](#)
- [Council of Graduate Students](#)

### The Gender and Sexuality Campus Center

The Gender and Sexuality Campus Center is a student-centered campus resource that works to celebrate, affirm, and empower LGBTQIA2S+ members of the Michigan State University community. Through education, engagement, advocacy, and student support, we work to create an inclusive campus culture for people of all genders and sexual identities. We provide intersectional educational and social programming and collaborate with student leaders and campus partners to build community and increase a sense of belonging.

- [Resources](#)
- [Programs](#)

## [MOSAIC: The Multicultural Unity Center](#)

The Mosaic Multicultural Unity Center is dedicated to uniting Spartans across difference. We offer physical space and engaged learning experiences where more purposeful interaction across difference can take place. Mosaic runs the intercultural aid (ICA) program. [Find out more.](#)

## [Office of Cultural & Academic Transitions \(OCAT\)](#)

OCAT supports individual students in their navigation of cross-cultural encounters, and in their own understanding, exploration and development of cultural identity.

- [Multicultural Student Organizations](#)

## [Office for Civil Rights and Title IX Compliance](#)

OCR seeks to recognize and work to redress systemic inequities in policies and programs that serve as barriers to equal opportunity as well as to advance inclusivity, equity, and positive culture changes that are grounded in the values of safety; well-being; mutual respect; dignity; responsibility; and clear and timely communication. This commitment includes engaging the campus community to support anti-racism efforts.

## [University Ombudsperson](#)

University Ombudsperson offers a confidential place to discuss both academic and nonacademic concerns including, administrative issues, workplace issues, or any concern that may relate to Michigan State University students. We also interpret and explain university policies and procedures. Here, you can speak freely because the Office of the University Ombudsperson offers an environment where you can talk with a confidential and impartial resource about a complaint, conflict or problem.

- [Location and contact](#)
- Email: [ombud@msu.edu](mailto:ombud@msu.edu)
- The ombudsperson can listen and provide a neutral response, explain MSU policies, clarify issues and provide options for referrals and resolving complaints

## [The Office for Institutional Equity \(OIE\)](#)

The Anti-Discrimination Response and Investigations team supports, responds to, and investigates reports related to discrimination and harassment based on race, ethnicity, color, national origin, sex, disability, religion, age, gender, gender identity, sexual identity, height, marital status, political persuasion, sexual orientation, veteran status, or weight under the university Anti-Discrimination Policy (ADP) and the Notice of Non-Discrimination, Anti-Harassment and Non-Retaliation.

- Phone: (517) 353-3922
- Location: Olds Hall (408 W. Circle Dr.), Suite 5
- [File a report](#)
- Email: [oie@msu.edu](mailto:oie@msu.edu)

## [MSU Center for Community Engaged Learning](#)

- What you can find: volunteer opportunities, service learning opportunities (need it for class credit?), student organizations, Alternative Spring Break opportunities, and more!
- [Location](#): Student Services Building, 556 E. Circle Dr, Suite 113

- Phone: (517) 353-4400

## [ASMSU: The Undergraduate Student Government of MSU](#)

- TONS of [services](#) including loans, test prep, free blue books, tailgate passes, iClicker/calculator rentals, and more!

## [MSU Guide App: learn to navigate campus!](#)

- MSU Guide can help navigate campus through interactive maps, a “wand” feature (point your phone at a building to find out what it is!), and a search function to find buildings. The app is accessible and provides information about accessible entrances to buildings.

## [Michigan State University Federal Credit Union \(MSU FCU\)](#)

East Lansing’s local credit union with services and resources for [students](#)!



## Finally...Resources just for FUN!

College is an amazing time to meet new people, find new hobbies, and take advantage of all the (mostly free!) events and activities that our campus has to offer. Here are some places to look...

### [Student Life](#)

- o [Registered Student Organizations](#) (RSOs)
  - o [Listing of RSOs](#)
- o Search the website for your interests and/or attend [Spaticipation](#) each year to find new student organizations!

### [Special Events Calendar](#)

- o Visit the website to find out what’s happening on campus! Movie screenings, art exhibits, conferences, informational seminars, concerts, and much more are happening every day and they’re usually FREE for students!

### [Spartan Athletics Schedule](#) Go green! Go white!