Welcome to Mount Aloysius College. All of the resources of this vibrant learning community are yours—all aimed at helping you succeed. We are honored at your choice to make Mount Aloysius College your learning home. Make use of every resource you need as you settle in and focus on this exciting new phase of life.

You are joining a community steeped in fine traditions. Mount Aloysius has been part of life in the southern Allegheny Mountains since 1853. Those traditions—brought from Dublin, Ireland by the Religious Sisters of Mercy—are eternal, but squarely focused on your future. The Mercy values of hospitality, faith, justice and service are woven into the fabric of life at this College and touch all of us.

We want you to grow here. The kind of growth we foster, while emanating from the common ground of our traditions, celebrates your unique talents. Respect and embrace your fellow learners, but honor your own path. At Mount Aloysius College we encourage the unique contributions of each student.

Every year we explore a campus-wide theme together. The theme for the 2015-2016 academic year is “Voice.” Our community’s development of Voice as our theme will take us in many directions as we explore this simple yet provocative notion. Participate with us in this quest. Campus activities will include community service projects, our speaker series, a common reader and much more. Help us make that exploration complete by joining us. We value your enthusiasm, invite your curiosity and welcome “your voice” to our campus discourse.

While academic progress should be at the center of your college experience, stay open to new adventures—make new friends and explore new ideas. Reach beyond yourself. This is your time to expand possibilities. You may make mistakes. Learn from them. Read a book that isn’t assigned. Create new horizons in our Library and study for all you are worth. Always remember—you can do hard things. Be proud when you do them.

Again, I welcome you to Mount Aloysius College. We wish you well on this great journey. My wife Michele and I look forward to meeting you along the way.

All the best,

Tom Foley
President
Over 94 percent of our students receive some form of financial aid. The whole process starts with you, so here are some tips for making your experience a little easier.

File your FAFSA (Free Application for Federal Student Aid) early! Some aid is given out on a first come, first served basis. To maximize your chance for the most aid each year, it is imperative that you file early. Mount Aloysius recommends that you complete the FAFSA by April 1. The Pennsylvania State Grant Program deadline is May 1 each year.

Once you file the FAFSA and it is processed by the government and sent to the College, you will receive your Financial Aid Portfolio (award letter packet) from Mount Aloysius. This packet will detail your financial aid for the upcoming award year. Please read this packet and contact the Financial Aid Office if you have any questions. The award letter enclosed in the packet will need to be signed by you and returned to the Financial Aid Office so we can lock in your aid. It is important that you return the letter promptly and we encourage you to keep a copy of the award letter for your records.

You may be asked to submit additional paperwork to complete your file with the Financial Aid Office. Again, we want to remind you of the importance of completing and/or submitting requested information promptly to speed the processing of your financial aid. If you don’t understand what we are requesting, please ask. The Financial Aid Office is here to help. We are here to assist with any questions or concerns you have during your time at Mount Aloysius College.

So, if you need help regarding your financial aid, please don’t hesitate to contact us. Our office hours are Monday through Friday, 8:30 a.m. to 5:00 p.m. You are welcome to visit us in person (Room 122, Main Building), call us at (814) 886-6357 or contact us via email at financialaid@mtaloy.edu. Let us help you make the financial aid experience a good one!

### RESIDENT STUDENT INFORMATION

Housing is available to all Mount Aloysius students of traditional college age. Please contact the Department of Residence Life, located in Cosgrave Center, Room 112. Call the office at (814) 886-6407 or (814) 886-6388 or email ResidenceLife@mtaloy.edu for more information. Freshmen and sophomore students are required to live on campus or with family within commuting distance (a 45-minute radius of campus). First-year students typically reside in Ihmsen Hall or St. Joseph’s Hall.

We welcome all new resident students to check out the virtual tour videos of the residence halls on our housing web page. [http://www.mtaloy.edu/living-at-mac/housing/](http://www.mtaloy.edu/living-at-mac/housing/)

### What TO Bring

**NECESSITIES**
- Mattress Pad
- Blanket/Bedspread
- (Twin X-Long) Sheets/Pillow Cases
- Pillows
- Towels
- Fan
- Clock/Alarm
- Telephone
- Toiletries
- Laundry Detergent and Basket
- Refrigerator (UL approved) 4.0 cubic ft.
- Television

**SUGGESTIONS**
- Rug (Rooms are approx. 12’ x 12’)
- Sewing Kit
- Laundry Detergent/Dryer Sheets
- Roll of Quarters (for laundry)
- Dishes
- Posters
- Crates/Small Table
- School Supplies
- Surge Protector w/15 amp
- Waste Basket
- Cleaning Supplies
- Headphones

### What NOT TO Bring

- Halogen Lamps/Lava Lamps
- Microwaves, Electric Toaster or Coffee Maker
- Hot Plate
- Space Heater
- Extension Cords
- Candles/Incense
- Christmas Lights
- Weapons
- Pets/Animals
Use the following checklist to prepare to move into the residence halls. Be sure to read the entire checklist: some items should be considered quickly, others in the days before moving.

Planning for and Moving into Student Residence Halls

☐ Sign up for Orientation online.
☐ Pay $125 housing deposit (It is important for you to sign up on time. Deposits received after April 1, 2015 will not guarantee your housing).
☐ Complete your Online Housing Preference Form, which can be found under http://www.mtaloy.edu/living-at-mac/housing/.
   ➔ (This is beneficial to you. You want to get paired with someone who shares your preferences.)
☐ Review the meal-plan options and email your meal plan choice to ResidenceLife@mtaloy.edu no later than August 15.
☐ Submit required Health Forms and health insurance information by August 1. Students will not be permitted to move into the halls without a completed meningitis form.
☐ Check your MAC email (check it daily).
☐ Watch for last-minute announcements over email, snail mail or phone calls. Friend us on Facebook “Mount Aloysius College Housing and Residence Life.”
☐ Decide what to bring (and coordinate with your roommate/suitemate(s), and makes sure to check the list of things you can and can’t bring).

Get your housing assignment

☐ Check mail in July for letter informing you of your room assignment, roommate contact information, campus snail mail address and move-in details.
☐ Refer to the move-in map for your residence hall location to learn how to get here, and where to park your vehicle to unload.

Coordinate with your roommate/suitemate(s)

☐ Arrival times for move-in day (August 20, 10:00 a.m. - noon).
☐ Decide what each suitemate will bring (television, printer, cleaning supplies, etc.).

After moving in

☐ Make sure you completed the forms and paid for your campus parking.
☐ Read all of the information you received when checking into your room.
☐ Attend all of the Orientation events that have been planned for you. Each session has been designed to educate you on the important details of successful MAC campus living (August 20- August 23).
☐ Get to know your roommate/suitemates.
PARENT FAQ
My child is going away to college—what should I expect?

What kind of food service is provided to students?
Campus food service is provided by Metz Culinary Management. They are committed to providing a quality food program at Mount Aloysius. Nutritious and well-balanced meals are served and each student has a variety of meal plan options from which to choose.

What happens if s/he doesn’t like their roommate?
Students should make every effort to work together to achieve a compatible living situation with their roommate(s) and neighbors. If difficulties arise and students are not able to resolve these among themselves, they should seek assistance from the Resident Assistant who will make every effort to assist in the solution. The Residence Life Professional Staff may authorize a room change if all attempts at mediation have been exhausted.

Who do I contact if I have a question?
1. Send email to ResidenceLife@mtaloy.edu.
2. Call 814-886-6407 or 814-886-6388.
3. “Like” the “Mount Aloysius Residence Life and Housing” page on Facebook and Twitter.

Will my child be bringing their laundry home?
Coin operated washers and dryers are provided for residents in each hall. These machines are intended for residents students only.

What happens if s/he gets sick while away at school?
The Student Health Services Department operates under the direction of a registered nurse with the cooperation of a consulting physician.

Where can I find my child’s school tuition bill?
1. Log onto portal.mtaloy.edu.
2. Click on the Students tab located across the top strip.
3. Click on my account info on the right hand column.

IMPORTANT ITEMS FOR PARENTS

1. All resident students must pay their annual $125 housing damage deposit fee and be financially cleared, and complete their meningitis form before they receive a key to their residence hall room.

2. All resident students are required to submit a completed health form, copy of their insurance card, and a signed meningitis form.

3. Be aware of FERPA guidelines: Students can grant parents, guardians or other designees information releases so that their educational records can be discussed. A completed waiver is necessary for the release.
SERVICES FOR STUDENTS

COUNSELING • DISABILITIES • ACCOMMODATIONS

Counseling Services
A licensed professional counselor is available for counseling and consultation. Personal concerns of any type may be discussed confidentially with the College counselor located in St. Joseph Hall, Room 101. Services are confidential and are not noted on any student record. Appointments are suggested, but walk-ins are seen as time permits. There is no fee for counseling services; however, if there is a need for long-term counseling, a referral can be made for off-campus resources, which may incur a fee. Counseling sessions usually range from 30 to 50 minutes.

To make an appointment, stop at the office in St. Joseph’s Hall, or call (814) 886-6515.

Programs on various topics are available for interested student groups and clubs. Topics include alcoholism and the family, grief and loss, anger management, procrastination, understanding mental illness, smoking cessation, and team building.

Disability Services
Mount Aloysius College makes every reasonable effort to provide students with approved disabilities the opportunity to take full advantage of programs, practices, services and facilities. Students with disabilities who wish to request an accommodation are required to do so through the Department of Counseling & Disability Services, St. Joseph’s Hall, Room 101, or call (814) 886-6515.

At that time, students will be required to complete a formal request for accommodation and provide the necessary documentation. All requests should be submitted at least 30 days prior to an effective date of implementation.

The Director of Counseling and Disability Services will review the request, meet with the student, and determine what accommodations are warranted and what will be approved. For any request for accommodations to be implemented, it must be formally approved.

The College’s policy complies with the requirements of Title VII of the Civil Rights Act of 1964, Title IX and Section 504 of the Educational Amendments of 1972, and all other applicable federal, state, and local statutes, regulations, and guidelines.

How Does a Student Obtain an Accommodation?
1. The student should pick up the required forms at the Department of Counseling & Disability Services, St. Joseph’s Hall, Room 101.
2. The student returns the supporting documentation and completed forms to the Department of Counseling & Disability Services, 30 days before the accommodations are required.
3. After the documentation and application have been reviewed, a meeting will be scheduled for the student with the Department of Counseling and Disability Services.
4. Upon determining that an accommodation is warranted, a Letter of Accommodation will be issued to the student.
5. The student presents the Letter of Accommodation to faculty/staff when requesting needed accommodations.
6. The Department of Counseling and Disability Services will consult with faculty/staff members and the student should any disagreement arise.

Accommodations are handled in cooperation with the student and faculty/staff member on a case-by-case basis.

FINANCE TIPS

• Bills will be available online after July 13. Bills are generated from student registrations. Students who are not registered will not have a bill.
• Postcards will be mailed to students who have already registered for fall classes during the first week of July indicating the bill due date and MyMac portal page login instructions.
• Fall semester bills will be due August 10, 2015, two weeks prior to the start of the semester. A late fee of $50 will apply after that date.
• Payment plans can begin in July. Sign up through the MyMac portal page by clicking on the Cashnet link. A plan that starts in July allows for a five-month payment plan. An August start allows four months, etc. A $75 payment plan fee is assessed.
PAYING TUITION

Important Information Regarding Your Tuition Invoice

Register early. The earlier you register, the more time you will have to secure your grants, scholarships and loans. To register for classes, please contact Heather Low at 814-886-6420 or hlow@mtaloy.edu or Jenna Weyandt at 814-886-6398 or jweyandt@mtaloy.edu.

Please be sure to send your accepted award letter back to the Financial Aid Office. Also, be sure to complete the Master Promissory Note in order for student loans to be disbursed. Another important thing to remember is that if the award letter shows a PLUS loan, be sure your parents actually apply for the loan.

Accounts not cleared by the due date listed on the statement will result in a $50 late payment fee assessed to your account.

If you are receiving funding from an outside source, such as scholarships from your high school graduation, PA TAP 521, etc., you will need to provide written documentation of these funds. Once the documentation is received, the Controller’s Office can subtract this funding from your statement balance.

Keep in mind that alternative/private loans are different from your guaranteed student loans. There is a lengthy process that you must complete with a desired lender before the monies are received at the College. You will need a co-borrower to apply for these loans. If you decide upon this method of funding, please be sure to begin the process as soon as you register for classes.

Questions regarding your statement should be addressed to the Controller’s Office at 814-886-6473 or by email to businessoffice@mtaloy.edu. Questions regarding amounts of grants, loans and scholarships should be directed to the Financial Aid Office at financialaid@mtaloy.edu as the Controller’s Office does NOT determine student eligibility. You can reach the Financial Aid Office at 814-886-6357.

Once you receive your email account activation and login information, please be sure to follow the procedures listed below to access your semester bill. A paper invoice will not be mailed. Be sure to check your account frequently as charges and estimated aid could change throughout the semester. All outstanding financial obligations are your responsibility.

Please remember to check your Student Course and Fee Statement frequently. You will not receive a paper statement.

You can access your bill through the portal page or by accessing your account on https://portal.mtaloy.edu. This is the same site that you use to review your schedule and your grades.

Follow these steps to view your on-line account:
1. Log into your student account;
2. Go to the STUDENT tab;
3. Locate the My Account Information area;
4. Click on Course and Fee Statement under My Account;
5. A new window opens, click on the Generate My Course and Fee Statement; and
6. A new window opens again, click on View My Course and Fee Statement to review your statement.

If you wish to pay online, you will need to go back to the STUDENT tab and click on PAY using CashNet link. You can pay your balance 24/7 online without coming into the Controller’s Office.
IMPORTANCE OF INVOLVEMENT

College is more than just attending class; it’s going out there and enjoying that full college experience. The best way for you to enjoy your time at Mount Aloysius College is to get involved. Getting involved helps you experience things you wouldn’t be able to learn in class. So, live up to your full-potential and get involved!

Email: getinvolved@mtaloy.edu
Join our Facebook Group: Get Involved at Mount Aloysius
Follow us on Twitter: @GetInvolvedMAC
Our Websites: http://www.mtaloy.edu/student_life/
OR http://www.mtaloy.edu/student_life/clubs_and_organizations/

SAVE THE DATES

- July 13: Fall Course and Fee Statement Online
- August 10: Financial Obligation Due
- August 15: MAAPP student move-in day (1:00 p.m. - 3:00 p.m.)
- August 18: Fall athlete move-in day (10:00 a.m. - 1:00 p.m.)
- August 20: New student move-in day (10:00 a.m. - 1:00 p.m.)
- August 23: Returning student move-in day (12:00 p.m.-6:00 p.m.)
- September 15-16: Get Involved Club and Organization Fair
- October 2-4: Family/Alumni Weekend, Homecoming & Cresson Heritage Days - 50 Years of Nursing Celebration
- October 9: Halls close for Fall break at 6:00 p.m.
- October 13: Halls re-open at noon
- November 24: Halls close for Thanksgiving Break at 6:00 p.m.
- November 29: Halls re-open at noon
- December 11: Halls close for Semester Break at 6:00 p.m.
- January 10: Halls re-open at noon for the start of Spring semester
- March 4: Halls close for Spring Break at 6:00 p.m.
- March 13: Halls re-open at noon
- March 24: Halls close for Easter break at 6:00 p.m.
- March 28 : Halls re-open at noon
- May 6: Halls close for Summer Break at 6:00 p.m.

*Dates may be subject to change due to weather cancellations, etc.*
Ten Reasons Why Living on Campus Is the Right Choice

In addition to policies listed in the Student Handbook, here are some quick facts about living at MAC!

1. National studies have shown that students living on campus on average are more likely to perform better academically, complete their studies, graduate, and enjoy more satisfaction with their college experience.

2. Campus residents enjoy the convenience of being close to classes, the Library, Cosgrave Student Center and a large number of campus events. You will become part of an exciting learning community.

3. Each floor of the residence halls has a Resident Assistant (RA) who is a full-time, upper-class student trained as a resource to assist you in adjusting to college life.

4. Twenty-four (24) hour Security and Campus Escorts are available to all Mount Aloysius students. Safety Officers are always available to assist students with all situations. Safety is important for all of our Mounties.

5. Personal development programs and activities in a broad range of educational, recreational and social awareness topics offer you a chance to expand your understanding of the world around you.

6. Exclusive opportunities and support services for academic development are available to you, including workshops, academic advising, and tutoring.

7. On-campus students benefit from wireless internet in the residence halls and various computer labs.

8. Accessible parking lots are located within convenient walking distance of the residence halls. Resident parking passes are available in the Safety Office for purchase during the school year.

9. Student planners can be found inside your Student Handbook. These are issued to all residential students each semester. Information on our smoke-free residence halls, dry campus and other policies can easily be found in the handy planner.

10. Campus Food Service works closely with the Department of Residence Life. Campus Dining Service is provided by Metz Culinary Management, a company committed to providing a quality food program on campus!
Prior to attending **New Student Orientation**, it is important that you complete the following steps.

- **Explore the online orientation** site: [http://www.mtaloy.edu/orientation/](http://www.mtaloy.edu/orientation/), and complete all items.
- **Schedule a placement testing appointment** - Please contact Jenna Weyandt at 814-886-6398 or jweyandt@mtaloy.edu or Heather Low at 814-886-6420 or hlow@mtaloy.edu.
- **Schedule an advisement appointment** to register for classes with the Academic Advising Office. Please contact Jenna Weyandt at 814-886-6398 or jweyandt@mtaloy.edu or Heather Low at 814-886-6420 or hlow@mtaloy.edu.
- **Submit all final transcripts**: High school, College AP or final test scores.
- **Complete all health requirements** prior to August 1. Please contact the Office of Health Services at 814-886-6515 for additional information or if you have questions.
- **Resident students complete your housing questionnaire** and pay your housing deposit.
- **Review the meal plan options and email your choice to** residencelife@mtaloy.edu **no later than August 15.**
- **Register for New Student Orientation.** To help us plan for your arrival, please log on to [http://www.mtaloy.edu/orientation/](http://www.mtaloy.edu/orientation/) to register yourself and your guests. If you have any questions, please contact Elaine Grant at 814-886-6321 or egrant@mtaloy.edu.
- **Check your My MAC ACCOUNT** - Go to [https://portal.mtaloy.edu](https://portal.mtaloy.edu).
  - Enter username and password.
  - Select **Students** tab and **Home** to view your schedule, grades, unofficial transcript and your account information.
  - Select **Advising** to check your course needs, degree audit and any meetings with your advisor.
  - Click on **Financial Aid** to view your aid awards and document tracking.
  - Select **Student Life** for Vehicle Information and online form for Housing.
  - Drop or add courses through the **Online Registration** area.
- **Check your Student Course and Fee Statement** in your **MAC ACCOUNT** for your billing statement available July 13 - Due August 10.
- **Make travel arrangements.**
Academic Advising/PlACEMENT TESTING  (814) 886-6420 or (814) 886-6398  
Academic Affairs  (814) 886-6459  
Academic Divisions:  
Health Studies and Sciences  (814) 886-6417  
Humanities, Social Science, and Professional Studies  (814) 886-6345 or (814) 886-6531  
Nursing  (814) 886-6393  
Admissions  (814) 886-6383 or (814) 886-6379  
Alumni Relations  (814) 886-6319  
Athletics/Intramurals  (814) 886-6359  
Billing Questions  (814) 886-6473  
Bookstore  (814) 886-6380  
Campus Ministry  (814) 886-6476  
Career Services  (814) 886-6512  
Child Care, Little People’s Place  (814) 886-6456  
Clubs/Organizations  (814) 886-6321  
College Counselor  (814) 886-6515  
Computer Services/Help Desk  (814) 886-6502  
Disability Services  (814) 886-6515  
Financial Aid  (814) 886-6357  
Graduate and Continuing Education  (814) 886-6406  
Housing (on campus)  (814) 886-6407 or (814) 886-6388  
International Student Information  (814) 886-6480  
Learning Commons  (814) 886-6486  
Military Veteran’s Educational Benefit  (814) 886-6477  
Library  (814) 886-6477  
Orientation  (814) 886-6321  
Registrars  (814) 886-6343 or (814) 886-6400  
Safety (ID Cards, Parking Permits,  
Campus Escorts, Emergency  (814) 886-6327  
Student Affairs  (814) 886-6472  
Student Heath Services/Health Forms/Immunizations  (814) 886-6515  

A NOTE FROM ACADEMIC ADVISING  
PLACEMENT TESTING AT MAC

Remember: Your Educational Enrichment Placement was based on SAT scores. If you have transfer/dual enrollment credits or updated scores, let us know.

Mount Aloysius College uses Accuplacer, which is an adaptive, online, and untimed assessment. It allows us to assess an individual’s reading comprehension, grammar skills, basic mathematics and algebra skills quickly and accurately. Results are available immediately after the test is completed. If you want to challenge your Educational Enrichment course placements that were determined by your SAT or ACT scores, there are two ways you may take the placement test.

1. You may make arrangements to take the placement test during an individual appointment. This option will allow you to test and schedule on the same day.

2. If you live over two hours away, we will attempt to make arrangements with your high school guidance counselor to have the test proctored for you at your high school. Once the test is complete, we will make arrangements with you to schedule your classes by telephone. Please contact the Retention and Advising Office for more details.

To schedule an individual testing appointment for the placement test, please contact Jenna Weyandt by calling 814-886-6398 or email Jenna at jweyandt@mtaloy.edu, or contact Heather Low by calling 814-886-6420 or email Heather at hlow@mtaloy.edu.
Any student who is a US Veteran or who is currently in the military may be eligible for VA educational benefits. Spouses and dependents of veterans may also be eligible for VA educational benefits.

Please contact Sally Weber, the VA Certifying Official, at (814) 886-6337 or by e-mail at sweber@mtpaloy.edu or stop by the office in Main 102. She can help determining if you are eligible for VA educational benefits.

Office hours: Monday through Friday, from 8:30 AM to 5:00 PM.

Our goal is to make your transition from military to college a smooth one, and to get you all of the VA educational benefits you deserve.

**WISH LIST FOR HAITI**

We are asking that each new student participate in Project Haiti. We ask that each student bring items to fill a shoebox. During Orientation we will decorate the shoeboxes and fill them.

Our goal is to pack 300 shoeboxes for the children at the Haitian orphanage and we need the following items:

- A little note and photos on pretty paper or cards;
- Shoebox for each orphan;
- Small wooden toys, cars, trucks, pencils, scissors, glue, and scotch tape;
- Small craft items (individual packs like those found in Dollar Stores or hobby shops about $1/each. Items like embroidery, airplanes, foam kits, paint or color-by-number. Remember, it needs to fit in a shoe box.);  
- Domino games, jacks, marbles, balls, small puzzles (other games that do not require translation skills);
- Baseball mitts, baseballs, bats (for younger children and teens);
- Personal care items such as bars of soap, tooth paste, tooth brushes (these must be in packages, not loose), baby powder, chap-stick or lip gloss, shampoo, lotion, deoderant, comb and brushess;
- Barrettes or other hair “doo-dads,” braided bracelets/necklaces, earrings for teens, new socks & underwear for girls and boys; and
- Small reusable water bottle.

Other items needed:

- New and gently used blue jeans (girls or boys, teens, and also adult sizes); and
- Teen girl tops, teen size bras, teen girls underwear.