

navigating YOUR first YEAR

at LC State



2024-2025

Welcome!

Welcome to Lewis-Clark State College! Now that you have been admitted to the college, it is time to enter into the next phase – your first year. New students often find themselves overwhelmed because there is a lot to learn during the first year of college. We have created this guide to help you navigate through your first year experience.

Navigating Your First Year was developed as a reference guide for you to use throughout the next year. However, this publication really serves as just a start; there is a great deal of additional knowledge to be gained by using resources such as your online college catalog, WarriorWeb, and sequential plans. Establishing relationships with people on the LC State campus including your advisor, faculty mentor, peer mentor, instructors, staff, fellow students, and many others will also enhance your first year experience.

The Advising Center is here to assist you in your college pursuits. If you have questions or need assistance as you begin college, please contact us – we can help. We are located in Reid Centennial Hall (RCH), Room 208, 208-792-2313, or online at www.lcsc.edu/advising.



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HOW TO USE THIS GUIDE

Navigating Your First Year is designed to help you through the entire academic process of your first year at LC State. Information is divided into sections for quick and easy reference:



BEFORE ORIENTATION

This section indicates tasks, important items, and information that should be completed **BEFORE YOU ATTEND ORIENTATION.**



BEGINNING OF FIRST SEMESTER

This section indicates tasks, important items, and information that should be completed **AT THE BEGINNING OF YOUR FIRST SEMESTER.**



MIDDLE OF FIRST SEMESTER

This section indicates tasks, important items, and information that should be completed **BY THE MIDDLE OF YOUR FIRST SEMESTER.**



BEGINNING OF SECOND SEMESTER

This section indicates tasks, important items, and information that should be completed **AT THE BEGINNING OF YOUR SECOND SEMESTER.**



MIDDLE OF SECOND SEMESTER

This section indicates tasks, important items, and information that should be completed **BY THE MIDDLE OF YOUR SECOND SEMESTER.**



BEFORE END OF FIRST YEAR

This section indicates tasks, important items, and information that should be completed **BEFORE THE END OF YOUR FIRST YEAR.**

BEFORE ORIENTATION

LOG IN TO WARRIORWEB

Do this as soon as you receive your acceptance letter and prior to attending your initial advising and registration session. (STAR)

1. Go to www.lcsc.edu and click on **For You** on the upper right-hand side of the page. Then click on **Current Students**, then **WarriorWeb**.
2. To sign in, you will need to enter your **User Name** and **Password**.
 - Your **User Name** and **Password** are listed on your acceptance letter from the Office of Admission.
 - If the **User Name** or **Password** does not work, click “forgot your user name or password”. Follow these steps. In the event that you are still unable to log in, contact the IT Helpdesk at 208-792-2231.

EDUCATIONAL ADVISING

At LC State, educational advising is viewed as the foundation for a successful academic program. First time academic freshmen and transfer students with less than 14 credits will initially be advised through the The Advising Center for up to one year. All other students will be advised by their division. Then students will be assigned an academic advisor in the instructional division of their choice. All degree-seeking students are required to meet with an advisor prior to registering for classes each term. Advisor assignments occur when a student completes a Program Information Form (PIF). These forms can be obtained from the Registrar & Records office or any Division office of their respective major.

PLACEMENT TESTS

If you feel your math and/or English placement is inaccurate or you do not have placement scores, contact the Testing Center to take the Writing Placement exam (English) and/or ALEKS (Math) at 208-792-2100.

A free math option is the TABE. Talk to your advisor about which test is best for you

TERMS TO KNOW

Admission

The process of becoming accepted into college. You must be admitted before you are able to register for classes.

Advisor

A person who gives you advice on class schedules, helps plan your studies, gives you career information and encourages you to stay on track with your course of study.

Major

Your chosen course of study (for example Biology or Welding).

Minor

Your declared secondary academic emphasis.

Faculty Mentor

A person assigned to you, who will answer discipline specific questions and help guide you toward professional goals.



Arrange to send final transcripts. Final transcripts must be sent to LC State after completion of your high school, dual credit, and/or college or university courses. Separate transcripts are required since dual credit courses are not listed on the high school transcript.

- Financial aid will not be disbursed until official, final transcripts arrive at LC State.
- You will not be able to register for a second semester until official, final transcripts arrive at LC State.
- Questions? Contact Admissions at 208-792-2210.



Where will you live?

- Information on student housing and off-campus listings:
Residence Life, Talkington Hall, 208-792-2053
www.lcsc.edu/residence-life

TERMS TO KNOW

Provisional admission

You may have been provisionally admitted to LC State if you lack certain high school classes, your placement scores are low, your GPA in high school was low, or if you have a GED.

General Education Core

General Education is intended to nurture the development of life-long learners. The goal of general education is to "connect learning to life" by providing students with the skills, knowledge, and dispositions necessary for learning about their environment. This includes thinking clearly, communicating ideas effectively, and functioning comfortably in a variety of social institutions. The General Education Core Curriculum is the foundation for courses that students take in their major programs.

Developmental courses

If you do not have placement scores or you score on the lower end of the scale in English or Math on your placement test, you will need to take one or more of these courses. They prepare you for the college level Math and English classes you will be taking. (see page 6)

Transcript

A list of all your classes and grades at each school you attend. You can get your LC State transcript from WarriorWeb or the Registrar.

Transfer Summary

You can find this on WarriorWeb. It is the credits LC State accepts for the courses you took at another school.

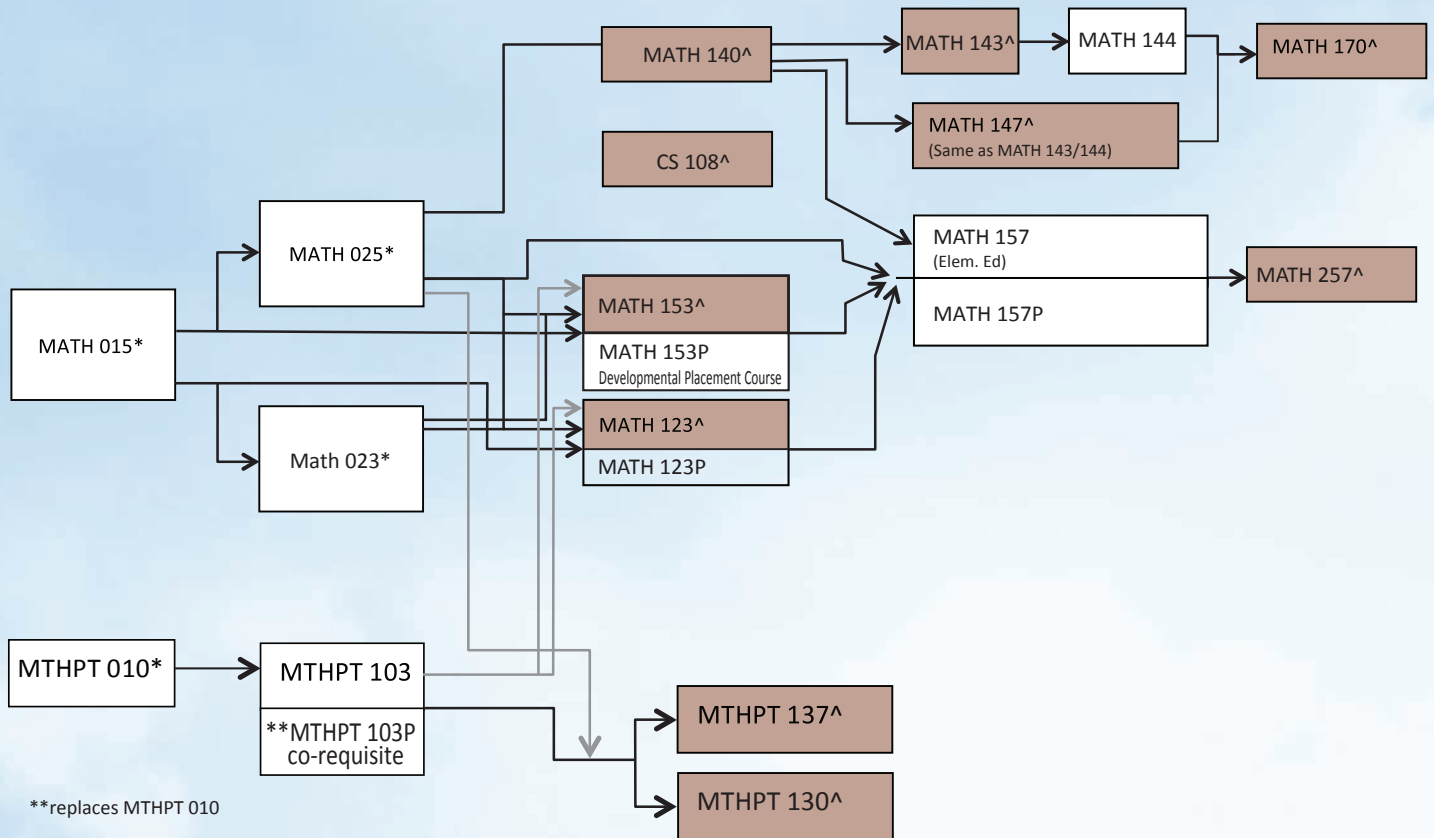
WarriorWeb

Your source for online student records and course information.



BEFORE ORIENTATION

LC State Mathematics Course Flow Chart



Look here for suggested math pathways for your major.

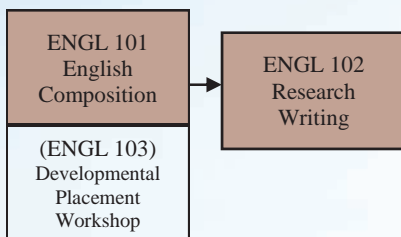
<https://www.lcsc.edu/advising/advising-services/advising-tips-for-students/which-math-class-do-i-take>

^Courses which fulfill the core Math Skills Component of the General Education Core are shaded brown.

*Developmental courses do not count in GPA calculations and do not count as credit toward graduation.

Your major may require a specific math course. Check with your advisor.

LC State Writing Course Flow Chart



- Courses which fulfill the written communication component of general education core are shaded brown.
- You may be required to take Engl 103, depending on placement scores, check with your advisor.

GENERAL EDUCATION CORE REQUIREMENTS 2024-2025

WRITTEN COMMUNICATION

English 6 credits required	ENGL 101 Writing and Rhetoric I	3 cr	ENGL 109 College Writing & Research	6 cr
	ENGL 102 Writing and Rhetoric II	3 cr		

ORAL COMMUNICATION

Choose one:	COMM 101 Fundamentals of Oral Comm	3 cr	COMM 204 Public Speaking	3 cr
	COMM 203 Small Group Communication	3 cr		

MATHEMATICAL WAYS OF KNOWING

Choose one:	CS/CITPT 108 Introduction to Computer Science	3 cr	MATH 170 Calculus I	4 cr
	MATH 123 Math in Modern Society	3 cr	MATH 253 Statistical Methods/Sciences	3 cr
	MATH 130 Finite Mathematics	4 cr	MATH 257 Math for Elem Teachers II	4 cr
	MATH 140 Algebraic Reasoning & Problem-Solving	3 cr		
	MATH 143 Precalculus I: Algebra	3 cr	MTHPT 130 Finite Mathematics	3 cr
	MATH 147 Precalculus	5 cr	MTHPT 137 Math for Technology	4 cr
	MATH 153 Statistical Reasoning	3 cr	MTHPT 153 Statistical Reasoning	3 cr

HUMANISTIC & ARTISTIC WAYS OF KNOWING

Choose two courses from two of the three categories (Literature, Arts, Language)

Literature Choose one:	ENGL 175 Literature and Ideas	3 cr	ENGL 260 Native American Literature*	3 cr
	ENGL 257 World Classics	3 cr	ENGL 261 Mythologies	3 cr
	ENGL 258 International Literature*	3 cr		
Arts Choose one:	ART 100 Introduction to Art	3 cr	MUS 101 Survey of Music	3 cr
	HUM 101 Art & History of Motion Picture	3 cr	MUS 102 Music in America	3 cr
	HUM 150 Introduction to the Arts	3 cr	MUS 150 World Music	3 cr
	THEA 101 Survey of the Theater	3 cr	MUS 151 History of Musical Theater	3 cr
			MUS 152 History of Jazz & Popular Music	3 cr
Language Choose one:	NP 101 Nez Perce Language and Culture*	4 cr	SPAN 101 Elementary Spanish I*	4 cr
	NP 102 Nez Perce Language and History*	4 cr	SPAN 102 Elementary Spanish II*	4 cr

SCIENTIFIC WAYS OF KNOWING

Select one course from 2 disciplines. One must be a lab. 7-8 credits required	BIOF 100 Intro to Bioinformatics	3 cr	GEOL 101 Physical Geology	4 cr
	BIOL 100 Concepts of Biology	4 cr	GEOL 120 Introduction to Earth Systems	4 cr
	BIOL 120 Plants and People	4 cr	GIS 271 Intro to Geographic Info Systems	4 cr
	BIOL 123 Biology in Film	3 cr	ID 240 Integrated Science II	4 cr
	BIOL 175 Human Biology	4 cr	NS 140 Integrated Science I	4 cr
	BIOL 227 Human Anatomy & Physiology I	4 cr	NS 150 Intro to Natural Sciences	3 cr
	CHEM 100 Concepts of Chemistry	4 cr	NS 174 Natural Science for Elementary Edu	4 cr
	CHEM 105 General, Organic, & Biochemistry	4 cr	PHYS 111 or 112 General Physics I or II	4 cr
	CHEM 111 Principles of Chemistry I	4 cr	PHYS 171 Phys Sciences for Elementary Edu	4 cr
	ENGR 108 Semiconductors, Science, & Society	4 cr	PHYS 205 Descriptive Astronomy	4 cr
	FSCI 101 Intro to Forensic Science	4 cr	PHYS 211 Physics for Scientists/Engineers I	5 cr

SOCIAL & BEHAVIORAL WAYS OF KNOWING

Select one course from 2 disciplines. 6 credits required.	ANTH 102 Cultural Anthropology*	3 cr	HRPT 184/SS 184 Diversity in Orgs*	3 cr
	ANTH 120 World Prehistory*	3 cr	HRPT 185/SS 185 Human Relations in Orgs	3 cr
	ANTH 170 Intro/Native American Studies*	3 cr	POLS 101 American National Government	3 cr
	ECON 201 Principles of Macroeconomics	3 cr	POLS 237 International Politics	3 cr
	ECON 202 Principles of Microeconomics	3 cr	POLS 285 Comparative Government*	3 cr
	GEOG 102 Introduction to Geography*	3 cr	PSYC 101 Intro to General Psychology	3 cr
	HIST 101 World History I*	3 cr	PSYC 205 Lifespan Developmental Psyc	3 cr
	HIST 102 World History II*	3 cr	SOC 101 Introduction to Sociology*	3 cr
	HIST 111 United States History I*	3 cr	SOC 102 Social Problems	3 cr
	HIST 112 United States History II*	3 cr		

DIVERSITY *Asterisked courses on this Core sheet may be taken as a Diversity option

	ANTH 360 Race & Ethnicity	3 cr	KIN 220 Social-Cultural Aspects of Sports	3 cr
	COMM 345 Communications & Diversity	3 cr	SPAN 201 Intermediate Spanish I	4 cr
	ENGL 474 Native American Written Literature	3 cr	SPAN 202 Intermediate Spanish II	4 cr
	ID 300C Ethics and Diversity	3 cr		

INTEGRATIVE SEMINAR: ETHICS/VALUES

Take one Ethics/Values Course 3 credits Required	ID 300A-Y Integrative Seminar in Ethics & Values (See course descriptions in catalog for section topics/titles)			3 cr
	ID 301 Integrative Seminar in Ethics & Values: Experiential Learning			

01/31/2024

** Modifications to the General Education Core Requirements may occur each year.
For the most up-to-date information check your College Catalog at <http://catalog.ljcs.edu>
** Refer to your program plan for the specific requirements of your degree program.*

BEFORE ORIENTATION

Freshmen Advising Experience

During your first year at LC State, you will have the support of an Academic Advisor, Faculty Mentor, and Peer Mentor to help you navigate academic, social, financial, and other aspects of college.

Your **Academic Advisor** will:

- Discuss possible majors/careers and help you to select courses
- Release you to register for courses
- Work with you to create an academic plan for graduation
- Discuss strategies and resources to help you be successful in college
- Answer questions regarding policies, procedures, and deadlines related to college (financial aid, registration, housing, payment plans, etc)
- Maintain regular correspondence with you

Your **Faculty Mentor** will:

- Help you with discipline specific questions
- Direct you toward resources relevant to your major
- Help you identify academic, professional, and social goals
- Provide support and suggestions for academic growth

Your **Peer Mentor** will:

- Help you explore extra-curricular opportunities that will help you build your resume
- Help you explore activities and campus events that will add to your college experience
- Provide advice on college success

TERMS TO KNOW

Add

Enrolling in an additional class. (see page 14 for dates)

Conditions of Registration

You must do this once each academic year in Student Planning prior to registering for classes. It includes acknowledging your responsibility to pay for college, the requirements of health insurance, and updating your contact information.

Drop

When removing a class from your schedule, you need to “drop” it officially, or you will receive a failing grade (for drop and withdraw dates see page 14).

Program Information Form (PIF)

This form officially assigns you an advisor, major, and catalog year.

Pre-requisite

Something—usually another class—that is required prior to taking a class. Can be found in course description.

Registration

The process of signing up for classes.


Waitlist

If a class is full, you may have the option to be put on a waitlist until an opening becomes available. Not all courses offer waitlisting.

Withdraw

The withdrawal deadline, whereby students earn a W on their transcript, is the Thursday before advance registration. A grade of “W” will be entered on the permanent transcript for each course. Students who fail to complete the official withdrawal process will be considered enrolled and will be graded accordingly.

First Day of Semester Checklist

	<p>Once you've registered for classes, use this list to ensure that you are ready for your first semester at Lewis-Clark State College</p>
	<p>Make sure you know the name of your advisor and how to reach him/her (hint: Warrior Web "My Profile and Advising Information")</p>
	<p>Arrange for delivery of your final high school transcripts, college transcripts, and/or AP scores to LC State.</p>
	<p>Find out what you will need to pay (tuition, fees, room, board) and when it is due (hint: day five of each semester). Statements are posted to WarriorWeb in July (fall) or December (spring).</p>
	<p>Touch base with the Financial Aid Office – Let them know you have registered for classes. Make sure you have submitted any necessary documents they may need.</p>
	<p>Check your LCMail account regularly. You may receive messages from a variety of LC State offices, even before classes begin. Respond to messages you receive.</p>
	<p>If you need to provide documentation of health insurance, be sure to take care of this early.</p>
	<p>Arrange housing far in advance of the start of school. If you are on a waitlist, consider finding an alternative option as a backup plan.</p>
	<p>Get Microsoft Office for free! Go to the following website for information: https://www.lcsc.edu/it/get-microsoft-office-for-free</p>
	<p>Purchase your computer for use at LC State using the Canvas Technology Specifications determined by eLearning Services & IT.</p>
	<p>Plan to attend Orientation. You don't want to miss this event where you will meet your classmates, learn about LC State policies and processes, and acclimate to campus.</p>
	<p>Purchase all required books and supplies before classes begin. Wait until you start classes to buy optional supplies...you will find out what you need once you attend each class.</p>
	<p>Planning to work while in college? There are employment opportunities both off and on campus for students. Check with Student Employment & Career Center for more information!</p>
	<p>Print out your class schedule during the week before you start classes (up to that point, locations may still change). Go to your WarriorWeb Student Planning, then Plan and Schedule, then My Class Schedule.</p>
	<p>Once you arrive on campus, practice "walking your schedule" so you know how to get from one point to the next.</p>
	<p>Get lots of rest before your first week of school – it is usually exhausting!</p>

BEFORE ORIENTATION

TERMS TO KNOW

FAFSA

Free Application for Federal Student Aid. You need to fill this out in order to qualify for student financial aid. Complete your FAFSA by the March 1 Priority Deadline. The online FAFSA application can be found at <https://studentaid.gov>. LC State's school code is: 001621.

Financial Aid Office

They help you discover financial aid opportunities, guide you through the financial aid process, and explain the sometimes confusing language of financial aid.

Registrar's Office

They keep track of student records, which include items such as your transcripts and files.

Residual Funds

Funds from scholarships, grants, or loans that exceed your charges are available to you by direct deposit or a paper check. Students are encourage to sign up for direct deposit on WarriorWeb.

Semester

The time frame that school is in session. There are two main semesters in a school year: fall and spring. There are also shorter, more intense, optional sessions in summer.

Student Accounts

They control the money. This is where you pick up residual funds or pay (or make arrangements to pay) your fees and tuition.

Tuition and fees

These are the costs you will be expected to pay when taking college courses.

LCMail

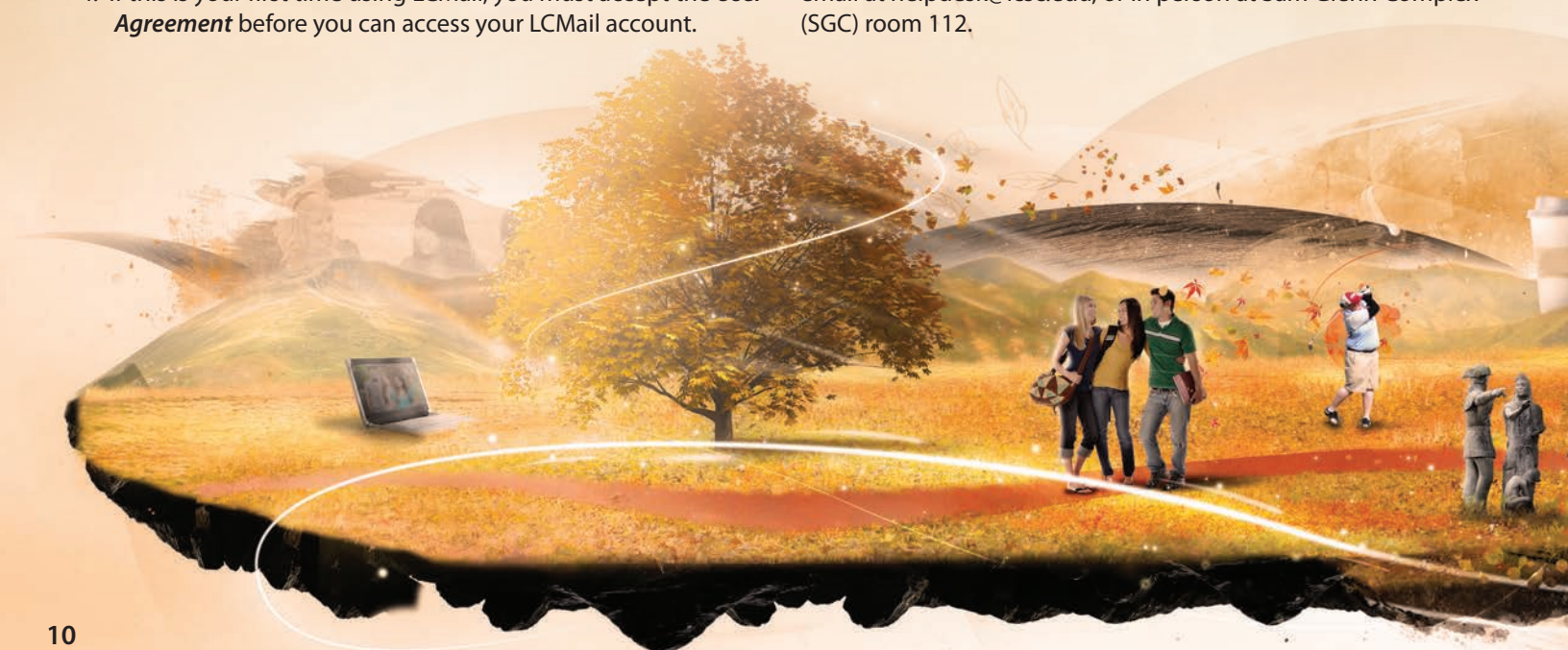
LC State's official student e-mail and messaging system:

- Your LCMail account becomes active after you apply for admission to LC State.
- Check your LCMail account daily for any important messages from the college, professors, and advisors.
- This is the only way LC State will contact you once you are registered.
- Watch for changes to our email system in summer 2024.

LCMail access:

1. Open any web browser and go to <https://mail.google.com/a/lcmail.lcsc.edu>
2. Click **Check LCMail** and type your **Username** and **Password**.
 - If you do not know your **Username** and/or **Password** click, "Forgot Password", and follow the steps listed.
3. Click **Sign In** to continue.
4. If this is your first time using LCMail, you must accept the **User Agreement** before you can access your LCMail account.
5. Your LCMail address is your username: usually first initial, middle initial, full last name @lcmail.lcsc.edu. Example: jsmith@lcmail.lcsc.edu.
Note: some LCMail addresses may include numerical characters, so call the IT Help Desk if it doesn't work.

For questions: contact the IT Helpdesk at (208) 792-2231, via email at helpdesk@lcsc.edu, or in person at Sam Glenn Complex (SGC) room 112,



WHERE IS THE MONEY?

FINANCIAL AID and STUDENT ACCOUNTS

Get help paying for school from Financial Aid, Reid Centennial Hall 110, www.lcsc.edu/financialaid/ 208-792-2224.

1. **Late paperwork and acceptance of offers may delay your funds.**
2. Estimate your cost of attendance using the net price calculator at <https://app.meadowfi.com/lcsc>
3. Check your LCMail regularly for notifications.
4. Check on WarriorWeb for your "Offer Letter".
5. Review and accept your aid offers on WarriorWeb.
6. Review and sign your Offer Letter on WarriorWeb.
7. E-sign your Master Promissory Note.
8. Complete Loan Entrance Counseling Session.

Pay for school and get residual funds checks from Student Accounts in the RCH 102 www.lcsc.edu/student-accounts, 208-792-2790.

1. Check WarriorWeb for student account charges and billing statements.
2. Fees must be paid, or arrangements made, by the 5th day of the Fall/Spring semester.
 - a. Payment plans are available and can be requested on Warrior Web.
 - b. Approved payment plans (including down payment) are due by the 5th day of the semester.
3. Late fees start after the 5th day of school.
4. Summer enrollment has unique fee payment and refund policies. Please visit www.lcsc.edu/student-accounts for details.

WHAT ELSE DO YOU NEED TO KNOW?

How do you get a parking permit?

- For questions regarding parking permits and parking regulations, contact Department of Public Safety, Meriwether Lewis Hall 110, 208-792-2226, www.lcsc.edu/public-safety/parking-services.
- Parking permits are available for students. Register online at www.lcsc.edu/public-safety/parking-services. Click on: parking permit registration. Permits can be picked up at the Public Safety in Meriwether Lewis Hall room 110 after you register.

Do you need accommodations to attend college?

- Accessibility Services, Library Room 161, 208-792-2677 www.lcsc.edu/accessibility-services.

What textbooks do you need?

- Buy your books before school starts.
- To view required textbooks and materials, go to Student Planning in WarriorWeb and click on each class link.
- You may order your books at www.lcsc.edu/bookstore. Books can be picked up in SUB 143 or delivered to your home.

Proof of Health Insurance

LC State requires the following full-time students to have Affordable Care Act compliant insurance: International Students, Varsity Athletes, Accepted into the Nursing or Rad-Tec Program. The 10th day of the semester is the deadline to prove health insurance.

Person Proxy

LC State students have the ability to designate a "proxy" user who may access their information in WarriorWeb/Self-Service system. A proxy user is typically a parent, spouse, guardian, etc. to whom the student grants access to view typically private information depending upon what information (grades, financial, tax) the student wishes to share.



BEGINNING OF FIRST SEMESTER

NEW STUDENT ORIENTATION

THE DAY:

Family and friends are encouraged to attend Orientation with you. Indicate how many plan to attend when you sign up. For more information on New Student Orientation, contact Admissions Office, Reid Centennial Hall 114, 208-792-2378, or www.lcsc.edu/orientation.

THE CLASS:

New Student Orientation is also a one credit, **required course for all new-to-LC State freshman students**. It will provide you with the resources needed to be successful at LC State, including information about campus services, available opportunities, as well as student rights and responsibilities.

You will register for both the event and course during your initial advising and registration session, via student planning.



TERMS TO KNOW

Drop/Add period

Time at the beginning of the semester when you can drop or add classes. (see page 14 for dates)

Canvas

The web-based course management system used to deliver classes at LC State.

FERPA

This is a federal law that states that we cannot tell anyone your personal information, even your parents or spouse, unless you give us written permission. For more info: www.lcsc.edu/registrar - click "Data Privacy (FERPA)" link.

ID card

This has your picture on it and allows you to get into games and other campus activities. You can use the weight room, library, campus computers and other cool stuff with your student ID. Also, in order to be told anything about your transcript, financial aid and other private information you need to show ID. FERPA requires it.

Syllabus

A very important document that you should get from every professor on the first day of class that lays out the expectations of the class and the contact information of the professor.

COLLEGE CATALOG

(Your Travel Guide...)

The LC State catalog is the principle source for information on academic and technical programs, institutional data, courses, degree requirements, and all other services offered by the college. To view the current catalog, visit: <http://catalog.lcsc.edu>. It is recommended that you browse for your program plan, Division, and any other college information you seek.

HEA STUDENT CONSUMER INFORMATION

The links provided on this website are guides to making informed decisions as a LC State student.

A broad range of topics provide essential understanding and tools to encourage a successful academic experience, as mandated by federal requirements set forth in the Higher Education Act of 1965 (amended 1988 and 2008).

For more information, please visit the Student Consumer Information page at <http://www.lcsc.edu/consumer-information/>.

TIPS FOR ACADEMIC SUCCESS

Go to class—go to every class session, even if your instructor does not take attendance. This is the *essential* key to succeeding. Sit near the front of the room or near the instructor.

Check your LCMail daily—it is the primary official form of electronic communication for the college.

Read the syllabus—know the following for each class: due dates, expectations, objectives, and instructor contact information.

Plan your study time accordingly— usually 2-3 study hours for each hour of class per week.

Know your program—review the catalog and develop a program plan. Be very familiar with your major requirements.

Keep in contact with Financial Aid—especially if your schedule or circumstances change.

Ask questions—don't be shy! Chances are if you don't understand something, there are others in your class who don't understand and also have questions.

Talk to your instructor—ask about expectations, details on the syllabus, or questions on course content. Ask how you are doing or how you can do better.

Talk to your advisor—tap into this great resource for help with problems, possible alternatives, identifying services, and assistance in making decisions. Find out the name of your advisor on Warrior Web. Meet with your advisor throughout the semester.

Practice time management—by learning to use a planner. Schedule every class into your planner, as well as time to study. Also make a note of all important dates from each syllabus. *Refer to it often!*

Don't ignore problems—they seldom go away on their own and can usually be solved easier the sooner they are addressed. Seek help if you need it (*see page 15 for a list of helpful resources*).

Attend college success seminar—2 seminars will be offered each semester through The Advising Center.

ONLINE LEARNING MANAGEMENT SYSTEM

LC State offers several options for course delivery using the online learning management system (LMS), Canvas. All coursework for fully online classes, designated WEB in WarriorWeb, is accessed and submitted through the LMS. Hybrid courses are a combination of classroom and online instruction. Hybrid classes, designated HYB in Warrior Web, can have up to 70% of the coursework posted in the LMS. Additionally, all face-to-face (LEC) classes use the LMS to deliver the course syllabus and instructor office hours.

To access Canvas, go to www.lcsc.edu and click on **For You** on the upper right-hand side of the page. Then click on **Current Students**, then **Canvas**. For more information on how to access Canvas for the first time and technology requirements for online courses, www.lcsc.edu/elearning

Students must own, or have consistent access to, a PC or Mac laptop or desktop computer to successfully complete coursework in Canvas at LC State. Chromebooks, tablets, cell phones, and similar mobile devices do not have the necessary operating systems to fully support Canvas or the programs used within it. Using an unsupported device will cause some features in Canvas to malfunction, making it difficult or impossible for students to complete assignments, discussions, or exams in the LMS.



BEGINNING OF FIRST SEMESTER

Note these important dates and deadlines in a student planner:

FALL SEMESTER 2024

Aug 16	New Student Orientation
Aug 19	First day of class
Aug 23	Add/drop online deadline
Aug 23	Fee payment deadline
Aug 30	Last day to add/drop without "W" on transcripts, 10th day of classes
Aug 30	Last day to prove health insurance
Sept 2	Labor Day (no classes)
Oct 1	FAFSA is available
Oct 18	Mid-term grades due/posted to WarriorWeb
Nov 7	Last day to withdraw from classes or college for the semester
Nov 11-14	Priority registration for Spring 2024
Nov 25-29	Fall Break (no classes)
Dec 1	LC State scholarship portal opens
Dec 2-6	No final exam week
Dec 9-12	Final exam period
Dec 16	Final grades posted to WarriorWeb

SPRING SEMESTER 2025

Jan 10	New Student Orientation
Jan 13	First day of class
Jan 20	MLK/Civil Rights Day (campus closed)
Jan 17	Add/drop online deadline
Jan 17	Fee payment deadline
Jan 27	Last day to add/drop without "W" on transcripts, 10th day of classes
Jan 27	Last day to prove health insurance
Feb 17	Presidents' Day (campus closed)
March 1	Priority deadline for FAFSA and scholarship deadline
March 14	Mid-term grades due/posted to WarriorWeb
March 24-28	Spring Break (no classes)
April 3	Last day to withdraw from classes or college for the semester
April 7-10	Priority registration for Fall 2024
April 28-May 2	No final exam week
May 5-8	Final exam period
May 12	Final grades posted to WarriorWeb

* All dates subject to change, please see <http://https://www.lcsc.edu/registrar/academic-instructional-calendars> for the most up to date list.
 ** For latest information on payment deadlines and financial aid disbursement visit www.lcsc.edu/controllers-office.

FALL 2024 – SUMMER 2025

AUGUST 2024	SEPTEMBER 2024	OCTOBER 2024	NOVEMBER 2024	DECEMBER 2024		
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RESOURCES FOR SUCCESS

There are various services on campus that provide support to you.

Accessibility Services helps with accommodations if you have a documented disability. Contact the Office of Accessibility Services for an appointment.

Location: Library, Room 161

Contact: 208-792-2677

College Assistance Migrant Program (CAMP) is an educational support and scholarship program to help students from migrant and seasonal farmworking backgrounds to succeed in college.

Location: Reid Centennial Hall, Room 215

Contact: 208-792-2913

Computer Labs are free for you to use. LC State is a wireless campus. You can check out laptops at the SUB and Library.

Lab Locations: The Library and other locations

eLearning Services supports the online course delivery system, Canvas.

Location: Sam Glenn Complex, Room 214

Contact: 208-792-2239

IT Helpdesk is the place to go (or call) if you have problems or questions about using WarriorWeb or LCMail.

Location: Sam Glenn Complex, Room 112

Contact: 208-792-2231

LC State Warrior Pantry is an on-campus food pantry exclusively serving all Warriors including students, staff, and faculty. Our mission is to support students to stay healthy and achieve their educational goals.

Location: Library, Room 129

Contact: 208-792-2668

Learning Resource Center assists with basic academic support, computer usage skills, and one-on-one tutoring if you are enrolled in Business Technology & Service or Technical & Industrial Programs.

Location: Sam Glenn Complex, Room 218A

Contact: 208-792-2369

Library Information Desk helps students find academic sources for course projects and papers. The Library Circulation Desk checks out library materials, including laptops.

Location: Library, Main Floor

Contact: 208-792-2396

Native American and Minority Student Services offers programs and services designed to assist you in meeting your educational goals, both in and out of the classroom.

Location: Reid Centennial Hall, Room 212 and the Pi'amkinwaas American Indian Center for Educational Excellence at 1112 7th Street.

Contact: 208-792-2812

Student Counseling is available if you are having academic difficulties or personal issues. The service is free.

Location: Sam Glenn Complex, Room 212

Contact: 208-792-2211

Student Health Services provides medical services for students such as check-ups, treatment of injuries, illness, or immunizations. To meet with the doctor, an appointment is required. Student Health Services can also answer questions you may have about student health insurance.

Location: Sam Glenn Complex, Room 205

Contact: 208-792-2251

Student Success Center provides academic support for all subject areas by providing tutoring, peer mentoring, printing, etc.

Location/General: Library, Room 173

Contact: 208-792-2840

For days and times, visit www.lcsc.edu/student-success-center.

Spanish Lab provides assistance to students who need help on homework, or who need a little extra conversation practice.

Location: Library, Room 172

Contact: 208-792-2840

Testing Center offers exam proctoring services to LC State students as well as community members.

Location: Library, Room 161

Contact: 208-792-2100

Veteran Services is committed to the success of active and former military members, Guard and Reservists, and military dependents with a mission to provide the academic, financial, and networking resources for students to reach their goals.

Location: Reid Centennial Hall, Room 21

Contact: 208-792-2473

Writing Center is available to help you become a better writer.

Location: Library, Room 172

Contact: 208-792-2433

Online Writing Lab is part of the Writing Center. Visit: www.lcsc.edu/writing-center

**See page 21 for more resources!*

BEFORE SECOND SEMESTER

For your first semester, you were shown how to register. Now is the time to do it yourself.

THINGS TO DO

- ___ Schedule an appointment with your advisor before midterm.
- ___ Meet with your advisor and discuss your course plan for next semester.
- ___ Your advisor must release you to register each semester.

ADVISING RESPONSIBILITIES

Your advisor is responsible for:

- Helping you clarify educational values and goals.
- Providing accurate information about educational options, academic and graduation requirements, institutional policies and procedures, and available campus resources.
- Helping you plan and monitor your degree program consistent with your interests and abilities.
- Assisting with career exploration or referring you to The Advising Center for this purpose.
- Maintaining confidentiality.
- Developing a collaborative relationship with you.
- Fostering your decision-making skills and self-reliance.

You are responsible for:

- Knowing who your advisor is and how to contact him/her, and meeting with your advisor to foster a collaborative relationship.
- Making informed decisions by asking questions and familiarizing yourself with core requirements, program requirements, and graduation requirements.
- Asking for help if you have issues or concerns.
- Accepting responsibility for the decisions you make.
- Scheduling advising appointments prior to registration or other deadlines and being prepared for the advising appointment.
- Consulting with your advisor if you are considering altering your outlined study plan, changing major, transferring to another institution, or withdrawing from the college.

Bottom Line: It's your education. OWN IT!



BEGINNING OF SECOND SEMESTER

THINGS TO DO

- ___ Buy your books before classes begin.
- ___ Pick up your residual check (if applicable).
- ___ Note all the important dates and deadlines in your planner (*refer to your syllabi and the dates on page 14*).
- ___ Review tips for academic success (*on page 13*).
- ___ Fill out and submit your FAFSA and scholarship applications before March 1 (we call this “meeting Priority Deadline”).



TERMS TO KNOW

GPA

Grade point average. This is the average of your grades. Keep it above 2.0 (that is a C) to qualify for financial aid, stay in good academic standing, and graduate.

Hold

A hold on your student account will keep you from registering or ordering transcripts. A hold means that you need to take care of a debt to a campus office or take care of a task that is required of you.

Incomplete

Instead of a grade, you may receive an Incomplete for a class that has coursework you didn't finish. Work with your instructor to make sure you finish it by the new due date.

Pass/Fail

Some classes are graded with a letter grade of P or F. Some classes allow you to register using this grading system. 'P' grades do not calculate into your GPA, but 'F' grades do.

Petition

You can file a petition with the college to ask for an exception to a college policy, such as dropping a class after the deadline has passed.

Advisement Complete

Your advisor will release you for registration after meeting with you about your schedule each semester. You cannot register for classes without a release.



MIDDLE OF SECOND SEMESTER



THINGS TO DO

- ___ Meet with your advisor to plan next semester (*review p.16*) and make sure you are on track with your degree.
- ___ Check mid-term grades on WarriorWeb.
- ___ Make sure you know what the last date is to drop a class (with a "W").
- ___ Register for 3rd semester classes.
- ___ Start looking for summer internships or jobs. Go to career fairs (ask the Office of Student Employment for more information).
- ___ Consider taking summer classes. Register before the last day of the spring semester.

BEFORE END OF FIRST YEAR

THINGS TO DO

- ___ Check your financial aid for 3rd semester.
- ___ Mark beginning of 3rd semester classes on your calendar.
- ___ Check LCMail and WarriorWeb (often during break) for important messages.
- ___ Before 3rd semester begins, buy a new parking permit (if this is a fall semester), and buy your books.



CROSSROADS

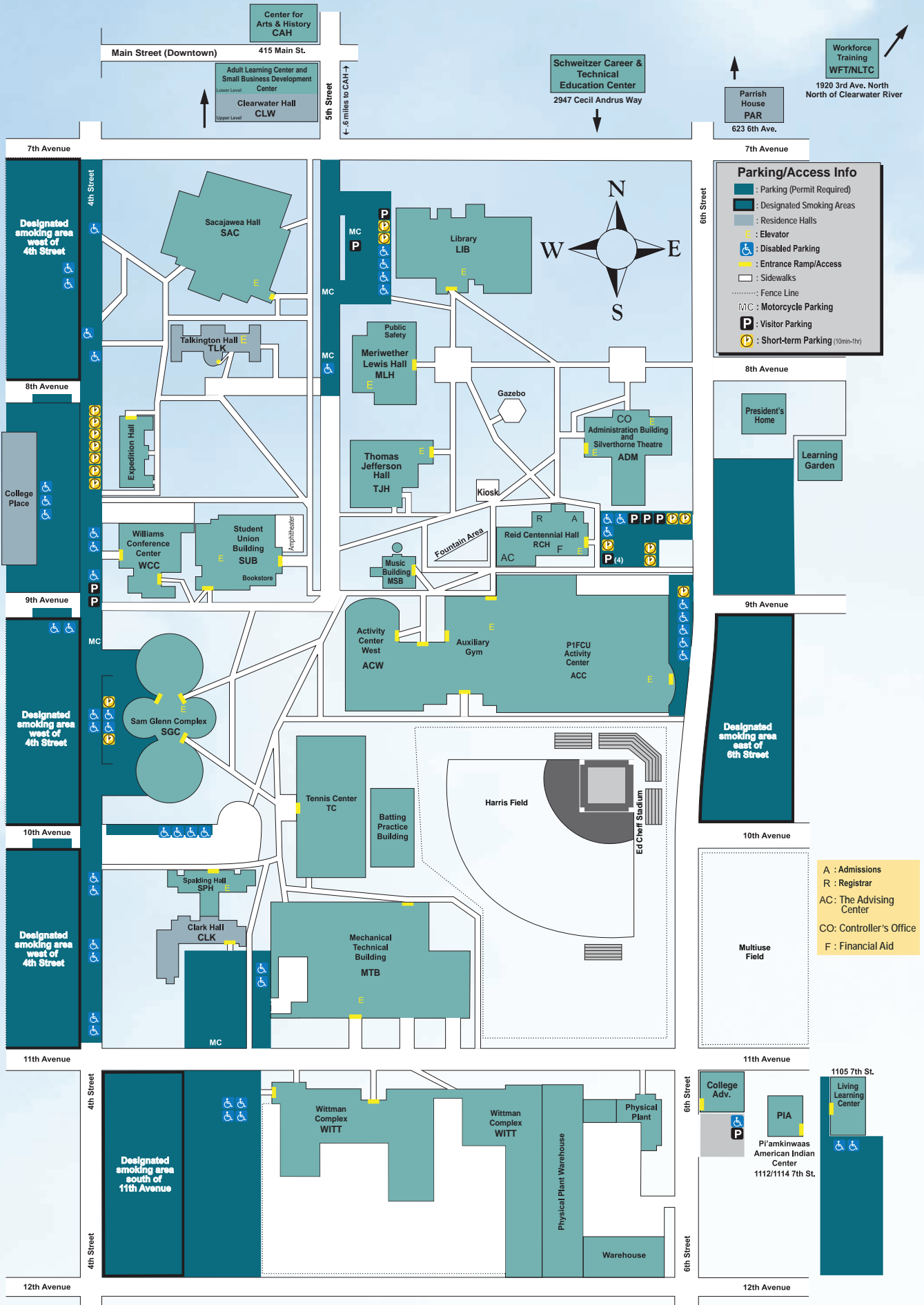
(Getting the most out of your college experience)

- Do some career exploration in your chosen major (The Advising Center can help!).
- If undeclared, it's advisable that you declare a major before completing 32 credits. The Advising Center can help you explore your options.
- You are more marketable if you gain experience in your field before graduating. Get an internship! Advisors and faculty mentors can help you identify great internship opportunities!
- Make friends, enjoy yourself. Stop by and "Like" one of LC State's Facebook pages or on Instagram!
- Start your resume. Ask the Student Employment & Career Center for assistance.
- Start a study group with other students. Study groups can consist of classmates, students in your major, living group, or others with common academic interests.
- Part-time and full-time jobs are another way to build your resume. See the Student Employment & Career Center and ask about "Job Match".
- Attend athletic or extracurricular events – it's a great way to meet other students and get connected. Most are free!
- Stay healthy! Exercise, eat and drink wisely, and get enough sleep.



- Get involved. Join clubs for fun and great experiences. www.lcsc.edu/student-involvement.
- Use the free (or nearly free) resources available to you as a student: health services, career advising, counseling, weight room, library, computer labs, tutoring, etc.
- Consider studying away! LC State offers many different types of study away programs to enhance your learning experience. To find out more visit <http://www.lcsc.edu/study-away/> or call 208-792-2177 for more information.

Lewis-Clark State College Map



Parking/Access Info

- Parking (Permit Required)
- Designated Smoking Areas
- Residence Halls
- Elevator
- Disabled Parking
- Entrance Ramp/Access
- Sidewalks
- Fence Line
- Motorcycle Parking
- Visitor Parking
- Short-term Parking (10min-1hr)

Designated Smoking Areas

- West of 4th Street
- West of 6th Street
- South of 11th Avenue

Other Landmarks

- President's Home
- Learning Garden
- Multise Field

Abbreviations

- A : Admissions
- R : Registrar
- AC: The Advising Center
- CO: Controller's Office
- F : Financial Aid

INFORMATIONAL DIRECTORY

Lewis-Clark State College

Phone: 208-792-5272
Toll Free: 800-933-5272
TTY: 800-377-3529

Online: www.lcsc.edu

Mailing Address:
500 8th Avenue
Lewiston, ID 83501-2698

Office/Program	Phone (208)	URL	Campus Location Building & Room #
Accessibility Services	792-2677	www.lcsc.edu/accessibility-services	Library 161
Admissions	792-2378	www.lcsc.edu/admissions	Reid Centennial Hall 111/114
Adult Learning Center	792-2238	www.lcsc.edu/adult-learning-center	400 Main Street
Advising Center, The	792-2313	www.lcsc.edu/advising	Reid Centennial Hall 208
Associated Student Body	792-2717	www.lcsc.edu/student-involvement/student-government-aslsc	Student Union Bldg 219
Athletic Department	792-2275	www.lcwarriors.com	Activity Center 168
Business & Computer Science Division	792-2293	www.lcsc.edu/business	Thomas Jefferson Building 126
Campus Mail	792-2214	www.lcsc.edu/mail-room	Sam Glenn Complex 120
Campus Printing (Graphic Communications)	792-2252	www.lcsc.edu/campus-print	Sam Glenn Complex 113
Career & Technical Education	792-2225	www.lcsc.edu/career-technical-education	Mechanical & Technical Bldg 101
Coeur d'Alene Campus	208-666-6707	www.lcsc.edu/cda/	901 W. River Avenue Coeur d'Alene, ID 83814
College Assistance Migrant Program (CAMP)	792-2913	www.lcsc.edu/camp	Reid Centennial Hall 215
Counseling Center	792-2211	www.lcsc.edu/student-counseling	Sam Glenn Complex 212
eLearning Services	792-2239	www.lcsc.edu/elearning	Sam Glenn Complex 214
Educational Talent Search			
Clearwater Valley	792-2913	www.lcsc.edu/educational-talent-search	Reid Centennial Hall 22
Financial Aid Office	792-2224	www.lcsc.edu/financialaid	Reid Centennial Hall 110
First Year Experience	792-2208	www.lcsc.edu/first-year-experience	Student Union Bldg 207 & 208
Health Services	792-2251	www.lcsc.edu/student-health	Sam Glenn Complex 205
Helpdesk	792-2231	www.lcsc.edu/it	Sam Glenn Complex 112
Humanities Division	792-2297	www.lcsc.edu/humanities	Spalding Hall 104
International Programs	792-2177	www.lcsc.edu/international	Reid Centennial Hall 212
Learning Resource Center	792-2369	www.lcsc.edu/career-technical-education/learning-resource-center	Sam Glenn Complex 218A
Library	792-2396	www.lcsc.edu/library	Library
Native American/Minority Student Services	792-2812	www.lcsc.edu/minority-programs	Reid Centennial Hall 212
Nursing and Health Services	792-2250	www.lcsc.edu/nursing	Sacajawea Hall 118
Physical, Life, Movement, & Sport Sciences Division	792-2295	www.lcsc.edu/science	Meriwether Lewis Hall 306
Pi'amkinwaas	792-2743	https://www.lcsc.edu/minority-programs/piamkinwaas-center	1112 7th Street
Public Safety	792-2226	www.lcsc.edu/public-safety/security-services	Meriwether Lewis Hall 110
Registrar	792-2223	www.lcsc.edu/registrar	Reid Centennial Hall 108
Residence Life	792-2053	www.lcsc.edu/residence-life	Talkington Hall
Social Science Division	792-2291	www.lcsc.edu/social-sciences	Spalding Hall 101
Social Work Program	792-2866	www.lcsc.edu/social-sciences/social-work	Expedition Hall 19
Sodexo Food Services	792-2244	www.lcsc.edu/sub-csl/campus-dining-options	Student Union Bldg 120
Student Accounts	792-2790	www.lcsc.edu/student-accounts	Reid Centennial Hall 102
Student Activities	792-2717	www.lcsc.edu/student-involvement	Student Union Bldg 220
Student Affairs	792-2218	www.lcsc.edu/student-affairs	Reid Centennial Hall 112
Student Employment & Career Center	792-2144	www.lcsc.edu/student-employment	Student Union Bldg 202
Teacher Education & Mathematics Division	792-2260	www.lcsc.edu/education	Spalding Hall 114
Technical & Industrial Testing Center	792-2220	www.lcsc.edu/ti	Mechanical Technical Bldg 101
	792-2100	www.lcsc.edu/testing-center	Library 161
Veteran Services	792-2473	www.lcsc.edu/veterans	Reid Centennial Hall 21
Warrior Wear Bookstore	792-2242	www.lcsc.edu/bookstore	Student Union Bldg 143
Workforce Training	792-2388	www.lcsc.edu/workforce-training	1920 3rd Avenue N., Lewiston



**Lewis-Clark State College
The Advising Center
Reid Centennial Hall, Room 208
500 8th Ave.
Lewiston, ID 83501
208-792-2313
www.lcsc.edu/advising**

Lewis-Clark State College does not discriminate on the basis of race, color, religion, age, sex (including gender identity, sexual orientation, and pregnancy), national origin, physical or mental disability, protected veteran status, genetic information, or any other status protected under applicable federal, state, or local law. This policy applies to all programs, services, and facilities, including applications, programs, admissions, and employment. The Director of Human Resource Services has been designated to handle inquiries regarding non-discrimination policies and can be reached at 208-792-2269 or at the Administration Building, Room 102, on LC State's campus, 500 8th Avenue, Lewiston, Idaho, 83501. TTY Sorenson Video Relay System (www.sorenson.com/video-relay).

Lewis-Clark State College is accredited by the Northwest Commission on Colleges and Universities. 8060 165th Avenue NE, Suite 100 • Redmond, WA 98052-3981