

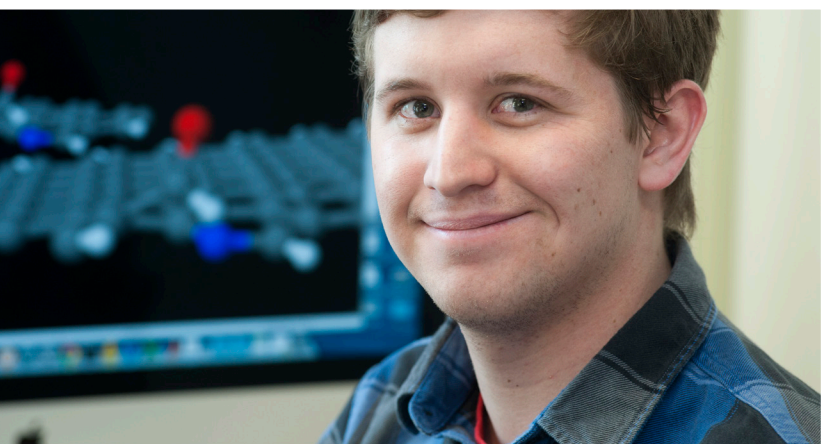


THE OHIO STATE UNIVERSITY

MANSFIELD

FIRST YEAR GUIDE

A RESOURCE FOR NEW STUDENTS AND FAMILIES



MAKE THE MOST OF YOUR FIRST YEAR.

This guide introduces you to the people, websites and offices that will help you make the most of your first year as a Buckeye.

CONTACT INFORMATION

The Ohio State University at Mansfield

mansfield.osu.edu • 419-755-4317

Academic Advising, Career Development, Financial Aid,
& Student Life

The Ohio State University

osu.edu

Buckeye Link

buckeyelink.osu.edu • 614-292-0300

Student Financial Aid • sfa.osu.edu

University Registrar • registrar.osu.edu

Fees, Deposits & Disbursements • busfin.osu.edu/bursar

Username/Password/Email

my.osu.edu • 614-688-4357

Athletics Department (Columbus)

osu.edu/athletics • 614-292-2624

The resources shared within this guide are particularly relevant for you in your first year at Ohio State and will continue to be useful throughout your entire time at the university. Throughout the guide, we point to university websites because this is where you can find the most up-to-date information related to a certain topic.

GET STARTED

Resources you'll need prior to and at the beginning of your first term.

MAKE CONNECTIONS

You'll build relationships with these people and offices throughout your first year.

GET ANSWERS

Use these online sources to find answers to many of your questions.

POLICIES AND PROCEDURES

A review of some key rules and regulations regarding students' rights and responsibilities.

GET STARTED

Resources you'll need prior to and at the beginning of your first term at Ohio State.

104 RIEDL HALL

Academic Advising, Admissions, Career Development, Financial Aid, & Student Life Office
419-755-4317

Students are encouraged to use self-service and online resources available to them through buckeyelink.osu.edu. However, if a student needs more information or personalized assistance with nearly anything, the place to go to is 104 Riedl Hall.

Staffed weekdays, from 8 a.m. - 5 p.m., by knowledgeable specialists, this office assists students and families in person, by phone or by email with a wide variety of issues.

BOOKSTORE

ncsc-osu.bkstr.com
1635 Eisenhower Dr
419-747-5401

Click on "Textbooks". Under "Select Program", click "OSU-Mansfield," then shop by course. Students are responsible for getting the required textbooks for their classes. The easiest and most convenient way to do so is through the campus bookstore.

BUCKEYE LINK

buckeyelink.osu.edu

Access My Buckeye Link and complete university business such as registering for classes, paying fees, waiving student health insurance and updating personal contact information.

BUCKID

mansfield.osu.edu/buckid

Mansfield:

Campus Recreation Center
419-755-4041

Columbus:

3040 Ohio Union
614-292-0400

The official university identification card at Ohio State, your BuckID, also grants you access to athletic events, Richland County Transit (RCT) buses, your meal plan, gaming equipment in the Eisenhower Student Union, recreational sports and facilities, the Bromfield Library and Information Commons, local discounts, and your BuckID debit account. Use the BuckID website to view BuckID merchants, manage your account, or report a lost or stolen card.

DIGITAL FLAGSHIP

digitalflagship.osu.edu

Digital Flagship is a comprehensive, university-wide digital learning initiative to support educational innovation for students and economic development opportunities for the community.

This isn't a device initiative, it is a student success initiative to blend learning technology throughout the university experience and increase student engagement and learning transformation — both inside and outside the classroom.

iPad Air

go.osu.edu/dfstudents

Eligible students will receive a technology kit that includes an iPad Air. Students will attend an iPad deployment workshop prior to receiving their kit.

DINING

mansfield.osu.edu/dining

614-292-8380

University Dining Services operates two locations on the Mansfield campus (The Marketplace at Eisenhower & the Scarlet & Gray Café in Ovalwood Hall) and over 25 dining locations are available to students, staff and visitors when visiting the Columbus campus.

What you can do online: change your dining plan (no later than the second Friday of the term)

DISABILITY SERVICES

mansfield.osu.edu/disability

279 Ovalwood Hall

419-755-4304

The Office of Disability Services collaborates with and empowers students who have disabilities to coordinate support services and programs that enable equal access to an education and university life. The webpage includes guidelines for documentation as well as a description of services and accommodations available to qualified students.

EMAIL

Activate: my.osu.edu

Access: email.osu.edu

Email to your phone: ocio.osu.edu/KB02098

614-688-4357

Email is the primary way the university communicates with students. You are expected to check your email regularly and are responsible for any communication received. We encourage you not to forward your email to personal accounts.

- University Username: `lastname.#` assigned upon enrollment and used to log into My Buckeye Link, Carmen, other university sites and needed for scheduling appointments.
- Email Username: `lastname.#@buckeyemail.osu.edu` and your Ohio State password are used when logging into the student email service provided by Microsoft Office 365 (buckeyemail.osu.edu).
- Email Address: `lastname.#@osu.edu`

People wishing to email you should not include “buckeyemail” when sending you an email.

FINANCIAL AID (loans, grants, scholarships)

SEE 104 RIEDL HALL

mansfield.osu.edu/sfa • sfa.osu.edu

Students can receive financial assistance in the form of scholarships, grants, loans and work programs. Go to sfa.osu.edu to find information about applying for, accepting, and managing aid.

FIRST YEAR EXPERIENCE

mansfield.osu.edu/fye

Laying a strong foundation during your first year of college is key to your success.

Our First Year Experience (FYE) programs will help you build that foundation. You will have opportunities to get to know your peers, connect with the campus community, and experience being a Buckeye!

HOUSING

University Housing

Mansfield:
1365 Springmill Road
419-747-8500

mansfield.osu.edu/housing

Columbus:
350 Morrill Tower
614-292-8266

housing@osu.edu

Campus housing is your home away from home. Use the website to find information about fees, contracts and policies, what to bring when you move in, and to submit a maintenance/service request.

MILITARY AND VETERANS SERVICES

veterans.osu.edu

614-247-VETS (8387)

Veterans' Lounge

207 Conard Hall

racer.5@osu.edu

OHIO STATE APPS

The Ohio State App

go.osu.edu/osuapp

The Ohio State app offers easy access to your grades, statement of account, class schedule & more.

Discover App

This app is only available on the App Store for iOS

Discover what's going on at Ohio State! This app is the best way to get important information from Ohio State, for you! Access your schedule, grades, account balances, and more. Find ways to get involved and plan out your academic career. It's free! Download it now!

Features:

- Curated content for you
- Carmen and term grades along with class schedules
- Course planner to help plan out your academic career
- Student organization list and events calendar to help you get involved
- BuckID account balances and transaction history
- Advisor list and notes

STUDENT EMPLOYMENT

go.osu.edu/MansfieldStudentJobs

Human Resources Department

162 Riedl Hall • 419-755-4211

Ohio State University hires student workers every year. This is a great way to earn money before or after your classes. Employment opportunities vary from departments to working for individual professors and even some off campus non-profits. Often you can find an available position that aligns with your interests.

Federal Work Study (FWS) jobs are available on campus and off campus for those that are awarded FWS money as a part of financial aid. In addition, there are some departments, which include the Conard Learning Center, Ohio State Dining Services, and Facilities, that offer student positions without the need for a FWS award.

TESTING CENTER

mansfield.osu.edu/proctor

The Conard Learning Center (CLC) provides test proctoring services both for Ohio State students who would like to take EM (credit by exam) tests and for students from any college or university in the nation that need a professional proctor for exams given in their online courses.

TUITION OPTION PAYMENT PLAN (TOPP)

go.osu.edu/topp

This program allows students and their families to divide the cost of tuition, housing, and fees into installment payments.

MAKE CONNECTIONS

You'll build relationships with these people and offices throughout your first year.

ACADEMIC ADVISING

mansfield.osu.edu/advising

104 Riedl Hall, 419-755-4317

Schedule an appointment online: go.osu.edu/oncourse

A team of professional academic advisors provides Ohio State Mansfield students with a wide range of academic support services. The advisors' work begins well before your first day of classes and continues through graduation or your transition to the Columbus campus. The advisors are experts in matters of curriculum and academic policy – their guidance will be invaluable as you navigate the complexities of this great University. Students are encouraged to meet often with their advisors in order to stay updated on changes to degree requirements. Who you seek academic advice from will vary based on your academic program.



THE OHIO STATE UNIVERSITY

MANSFIELD



**Take care of Buckeye business
with Buckeye Link**

We're here to help.

ACADEMIC SUCCESS

283 Ovalwood Hall
419-755-4036

The Academic Success Coordinator provides individualized student outreach to students who need help; connects students to relevant campus resources; provides academic coaching and support; maintains communication with Academic Advisors, faculty and staff in support of students.

Chinyá Altman

Sophomore • Sonography Major
Hometown: Akron, OH

What advice do you have for incoming freshmen?

Plan ahead and manage your time

Take the initiative and communicate when you're having trouble

Get involved

Why did you choose to attend Ohio State Mansfield?

I chose to attend Ohio State Mansfield because it's a beginning college experience. Instead of starting my freshman year at a massive campus that I wasn't prepared for, I got the opportunity to start prerequisites and general education courses with one on one access to professors and helpful faculty.



WORDS OF WISDOM
FROM STUDENTS

BANKING

huntington.com/OSUstudent

2313 Village Park Court South

Huntington is The Official Consumer Bank of The Ohio State University.

BUCKEYE BULLETIN eNEWSLETTER

The Buckeye Bulletin is an eNewsletter distributed to you every Monday during the autumn and spring semesters. Don't miss upcoming events, deadlines, student organization meetings, and other important information.

BUCKEYE PANTRY

Student Support Services

2nd Floor – Ovalwood Hall, 419-755-4317

This resource provides food and personal items to students in need.

CAMPUS RECREATION

mansfield.osu.edu/recreation

Campus Recreation Center (CRC)

419-755-4041

The Department of Recreation offers tournaments, exercise classes, wellness activities, outdoor recreation programs, and fitness facilities.

Sean Leonard

Freshman • Biology Major
Hometown: Massillon, OH



What advice do you have for incoming freshmen?

Find a balance for studying/homework and relaxing.

Form relationships with staff/faculty— Advantage of small campus.

Why did you choose to attend Ohio State Mansfield?

I chose to attend Ohio State Mansfield because I viewed it as a stepping-stone towards Columbus. However, my experiences on campus have shown me that this campus is much more than just a stepping-stone to Columbus; rather it has shown me that the opportunities on this campus make the Mansfield Campus every bit of The Ohio State University as the Columbus campus.



CAREER RESOURCES

Career Development

mansfield.osu.edu/career

104 Riedl Hall, 419-755-4234

Career Development offers career guidance and assessments to identify interests, skills, values, and personality types in relation to career choices. Use the website to explore how majors relate to occupations, and tips for writing resumes and cover letters, interviewing skills, and networking.

Handshake

handshake.osu.edu

Handshake is an intuitive, easy-to-use job search system to help students connect with employers for part-time jobs, internships, co-ops, and full-time career opportunities. Handshake grows with students through their time at Ohio State. They can use Handshake to find a job on campus during their first year, explore internships and co-ops as they gain more experience in their major and students use it to find their first job when they graduate.

Internships

mansfield.osu.edu/internships

104 Riedl Hall, 419-755-4052

Find area employers offering internships as valuable, career-related experiences. These internships represent jobs, special projects, and experiences in all fields and encompass a wide variety of student talent and employer needs.

CONARD LEARNING CENTER

mansfield.osu.edu/conard

Conard Hall, 419-755-4201

The Conard Learning Center helps students become successful in college by providing tutoring and workshops.

COUNSELING

Student Assistance Program

mansfield.osu.edu/counseling

New Directions

newdirectionsforlife.com

419-529-9941 or 888-805-1561

Clinical Psychologists are available to consult with students regarding personal and interpersonal matters of a psychological or emotional nature. This service is provided free of charge.

HEALTH & WELLNESS

mansfield.osu.edu/health-and-wellness

This website connects you to resources to help with health care options, general wellness, financial wellness, drug & alcohol education, and sexual wellness.

MENTAL HEALTH & WELLNESS

RESOURCES

SEE COUNSELING

Kamal Abdullah

Sophomore • Computer Science Major

Hometown: Cleveland, OH



What advice do you have for incoming freshmen?

Read your syllabus!

Why did you choose to attend Ohio State Mansfield?

My high school is a small school so I preferred a small college.



Antwan Woods

Senior • Social Work Major
Hometown: Mansfield, OH



What advice do you have for incoming freshmen?

Never quit...Utilize every resource to help you succeed academically. If you believe then you can achieve!

Why did you choose to attend Ohio State Mansfield?

I chose Ohio State Mansfield because I was born and raised in Mansfield. By choosing to attend the Mansfield campus, it provided me the opportunities that I needed to network with people of interest throughout my community.



OFFICE OF DIVERSITY AND INCLUSION

Cultural Resources

mansfield.osu.edu/odi

214D Eisenhower Memorial Center, 419-755-4063

Explore and seek support in the rich diversity of people, traditions, values and ideas that comprise the Ohio State community.

PEARL CONARD ART GALLERY

mansfield.osu.edu/art-gallery

145 Ovalwood Hall

The Pearl Conard Art Gallery hosts solo, group, or curatorial exhibitions. All approaches to making, including ephemeral, sound, performance, and computer-mediated art are welcome.

STUDENT ENGAGEMENT— STUDENT UNION

mansfield.osu.edu/student-engagement

214 Eisenhower Memorial Center - 2nd floor

419-755-4314

Called the university's living room, the Student Union is home to student leadership and service initiatives and student organizations. It is a great place to meet up with friends, learn how to become involved, and attend special events on campus.

Note: A current, validated BUCKID is required to check out gaming equipment in the Eisenhower Student Union.

Emily Rich

Sophomore • Early Childhood Education Major
Hometown: Cardington, OH



What advice do you have for incoming freshmen?

Get involved! There are so many opportunities to get involved on campus. Take advantage of them! Attend events, play intramural sports, join clubs!

Why did you choose to attend Ohio State Mansfield?

I chose Ohio State Mansfield because of the sense of community I felt the first time I visited. I felt like the staff, faculty, and professors all care about my well-being and success in college. I love that we all feel like an extended family and a part of Buckeye Nation.



UNDERGRADUATE RESEARCH

mansfield.osu.edu/research

When you're ready to do research, the Undergraduate Research Office can explain the nuts and bolts of research and connect you to faculty and research opportunities.

What you can do online:

- Apply to do Undergraduate Research
- Learn about Faculty Research
- Find a Research Contact

WRITING CENTER

mansfield.osu.edu/writing-center

Conard Learning Center
419-755-4133

Students, faculty, and staff are welcome to stop in or make an appointment to discuss papers, reports, résumés, letters, or other writing projects. The Writing Center provides one-on-one consultations in preparing all kinds of written, oral, and electronic communication from all academic and professional disciplines.

GET ANSWERS

Use these sources to find answers to many of your questions.



ACADEMIC CALENDAR

go.osu.edu/bigcal

Find important dates and deadlines, including when classes start, when fees are due, holidays and breaks.

ATHLETICS TICKET OFFICE (Columbus)

ohiostatebuckeyes.com/tickets

athletic.tix@osu.edu

614-292-2624

BROMFIELD LIBRARY & INFORMATION COMMONS

mansfield.osu.edu/blic

bromfieldlibrary@osu.edu

120 Conard Hall

419-755-4331

The Bromfield Library & Information Commons (BLIC) houses a collection of approximately 45,000 items and access to a number of academic and public Ohio libraries, which own over 65 million items. The BLIC houses 46 public access computers, reference and circulation desks, group study rooms with large touchscreen computers, the Learning Collaborative Classroom, mobile dry erase boards, and a plethora of study spaces. Technology, such as cameras and calculators, are available for checkout. Staff is also available for students needing research assistance.

What you can do online:

- search the library catalog and databases for books, articles, videos, and other reference materials
- find research assistance guides
- check your library account

BUCKEYELINK.OSU.EDU

Access My Buckeye Link and complete university business such as registering for classes, paying fees, waiving student health insurance and updating personal contact information.

BUSINESS OFFICE – BURSAR

SEE FEE PAYMENT

156 Riedl Hall
419-755-4217

The Mansfield campus business office accepts external scholarship checks and tuition and fee payments via check or money order.

CAMPUS INFORMATION

104 Riedl Hall
419-755-4317

CARMEN

carmen.osu.edu

carmen@osu.edu

614-688-HELP (4357)

Carmen is the online course management system. Instructors post class syllabi and course materials, host online discussions, allow students to submit papers via an online drop box, and give students access to view grades and course progress. Visit the website to access available classes and to complete a tutorial.

CHILD DEVELOPMENT CENTER

go.osu.edu/mansfieldcdc

2441 Kenwood Circle
419-755-5600

The Child Development Center (CDC) serves the child care needs of NC State and Ohio State Mansfield students and serves as a teaching lab for college students preparing for careers with young children and their families.

DATES & DEADLINES

ACADEMIC: registrar.osu.edu/registration

FINANCIAL AID: www.sfa.osu.edu

TOPP ENROLLMENT & DUE DATES: go.osu.edu/topp

EDUCATION ABROAD

oia.osu.edu/education-abroad

Take classes in Greece, Haiti, Costa Rica, or any of Ohio State's 100 Education Abroad programs in over 40 countries.

EMERGENCY RESOURCES

9-1-1 fire and police

419-526-8000 Ohio Health Mansfield Hospital

567-307-7557 Avita Ontario Hospital

419-755-4346 Campus Security & Public Safety
(also for lock outs, jump starts, & escorts)

419-756-2222 Ohio State Highway Patrol

419-522-1234 Mansfield Police Department

419-774-5881 Richland County Sheriff

419-524-2424 Fire Department & EMS (Mansfield)

FEE PAYMENT

SEE BUSINESS OFFICE

buckeyelink.osu.edu

No fee statement will be mailed or emailed to you. You are responsible for checking your fees via My Buckeye Link. Tuition, fees, and all outstanding balances must be paid one week (7 calendar days) prior to the beginning of the semester to avoid substantial late fees and penalties. This includes the first installment of the Tuition Option Payment Plan (TOPP). Fees can be paid online, by mail, or at the Business Office.

HEALTH CENTER

SEE STUDENT HEALTH SERVICES

HEALTH INSURANCE

shi.osu.edu

614-688-7979

Students enrolled at least half time and in a degree program of study are required to have health insurance coverage. You are assessed the fee for Comprehensive Student Health Insurance Plan when you enroll in eligible classes. You can waive the health insurance fee by providing proof of other coverage.

What you'll find online

- information about comprehensive plan and WilceCare supplement rates, dates and deadlines
- coverage comparison tools
- selection and waiver instructions
- insurance ID card
- important forms and FAQs

Jeff Wong

Freshman • Psychology Major
Hometown: Oberlin, OH

What advice do you have for incoming freshmen?

Reach out, get help.

Why did you choose to attend Ohio State Mansfield?

Great environment, atmosphere and people.

 **WORDS OF WISDOM
FROM STUDENTS**

IT SERVICE DESK

osuitsm.service-now.com/selfservice

COLUMBUS:

8help@osu.edu

614-688-HELP (4357)

TDD: 614-688-8743

The IT Service Desk can help with any technology issues, questions or service requests. Find an answer online, call and talk to an expert or visit the BuckeyeBar for in-person support.

What you can do online:

- submit a request
- request a callback
- chat online with an IT service desk agent

BuckeyeBar

Bromfield Library and Information Commons

Monday – Friday: 10 a.m. – 2 p.m.

For walk-in technology consultation and support regarding Internet access or laptop/iPad viruses and issues, stop by Mansfield's BuckeyeBar.

LIBRARY

SEE BROMFIELD LIBRARY & INFORMATION COMMONS

LOST & FOUND

mansfield.osu.edu/safety

161 Riedl Hall

419-755-4218

MATH LAB

SEE CONARD LEARNING CENTER

mansfield.osu.edu/conard

Trained tutors help students who are enrolled in many undergraduate math and statistics courses.

NEWSPAPERS

Mansfield News Journal

mansfieldnewsjournal.com

Richland Source

richlandsource.com

The Lantern

thelantern.com

PARKING

On-campus parking is free and available in nine centrally-located lots. Parking permits are required at Molyet Village Apartments. Parking anywhere not explicitly designated as a parking spot or in any area marked “Restricted” or “No Parking - Tow-Away Zone,” is prohibited and subject to fine and possible towing. Parking rules and regulations are strictly enforced on a 24-hour basis.

PRE-PROFESSIONAL PROGRAMS

preprofessional.osu.edu

Pre-professional is a category for students who intend to enter a professional school after graduating with their bachelor's degrees. Pre-health is for those interested in the health professions, including dentistry, medicine, optometry, pharmacy, physical therapy, and veterinary medicine; pre-law is for students who want to become lawyers. Explore the website to learn more about these areas, including recommended majors and program prerequisites.

PRINTING (UNIPRINT)

uniprint.osu.edu/students

The Follow Me Printing app allows print jobs to follow students wherever they go. Printers are available in the library and additional locations around campus. Download the app from the App Store or Google Play. First year students with iPads can download from the Ohio State Self Service app. Send your print job to select printer locations across campus and release the job for printing with the swipe of a BuckID. Printing wirelessly from your PC or Mac on campus is easy. Find a location, download the software and pick up your print.

POLICIES

policies.osu.edu

The University Policies website provides convenient access to university-wide policies and rules. Refer to later pages of this guide for a review of policies especially relevant to incoming students.

PUBLIC SAFETY

mansfield.osu.edu/safety

159 Riedl Hall
419-755-4210

Public safety provides law enforcement, security services, emergency management planning and other public safety services designed to enhance a safe and secure environment.

REGISTRAR

registrar.osu.edu

614-292-0300

Find information about important dates and deadlines, order enrollment verification and transcripts.



THE OHIO STATE UNIVERSITY

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RESNET

resnet.osu.edu

614-292-5700

ResNet is the residential computer network provided to students living at Molyet Village. Use the website to get connected, explore FAQs, review the acceptable use policy, or to submit a help ticket for technical support.

SECURITY

mansfield.osu.edu/safety

161 Riedl Hall

419-755-4346 (Radio) or 419-755-4218 (Office)

Security officers promote the safety of persons and property on campus. They enforce laws regulating underage drinking, use of controlled substances, weapons and all other incidents requiring police assistance. They report police incidents to The Ohio State University Department of Public Safety, assist in investigating traffic collisions, and assist in response to fires and medical emergencies. They will escort people to their cars upon request.

SEXUAL ASSAULT ADVOCATE

mansfield.osu.edu/saa

419-744-4080

toth.346@osu.edu

In partnership with the Domestic Violence Shelter, we offer confidential support services of a sexual assault advocate.

STUDENT CONDUCT CODE

studentconduct.osu.edu

The code applies to the on-campus conduct of all students and registered student organizations, including conduct using university computing or network resources. The code also applies to the off-campus conduct of students and registered student organizations in direct connection with a variety of factors (see Code of Student Conduct later in this guide for details).

STUDENT HEALTH SERVICES

Avita Health System

avitahealth.org

Walk-in Clinic open 7 days a week, 9 a.m. to 9 p.m.

567-307-7920

2007 W Fourth St

Ontario OH 44906

*Shuttle Service Available M-F,
10 a.m. to 5:30 p.m.*

419-295-3084

Ohio Health

ohiohealth.com

Urgent Care open 7 days a week, 9 a.m. to 7 p.m.

419-526-8111

1750 W 4th St

Mansfield, OH 44906

Emergency Care (open 24 hrs)
419-520-3000

1365 N Lexington-Springmill Rd
Ontario, OH 44906

SUICIDE PREVENTION

suicideprevention.osu.edu

Richland County Suicide Prevention Hotline:

419-522-4357

TITLE IX COORDINATOR

titleix.osu.edu • equity.osu.edu

104 Riedl Hall | 419-755-4034

Coordinator: Donna Hight, hight.6@osu.edu

The Title IX Coordinator is the designated university official with primary responsibility for coordinating the university's compliance with Title IX. This includes providing leadership for Title IX activities; providing consultation, education and training; and helping to ensure the university responds appropriately, effectively and equitably to Title IX issues. Use the website to learn more about Title IX, including the law, definitions and myths about Title IX.

TRANSFER CREDIT

registrar.osu.edu/transfer_credit/index.asp

Only officially submitted transcripts will be evaluated for transfer credit. Additional documentation may be required. Academic advisors can assist with questions related to transfer credit.

What you can do online:

- Run Transfer Credit Report

TRANSPORTATION RESOURCES

rctbuses.com

Richland County Transit (RCT)

Free to all students with a BuckID, RCT is the Richland County bus system that has routes throughout the community. Use the website to view a system map and access the bus schedule.



**THE OHIO STATE
UNIVERSITY**

MANSFIELD



POLICIES AND PROCEDURES

A review of key rules and regulations pertaining to students' rights and responsibilities.

The Ohio State University policy is to provide equal opportunity to all persons without regard to age, ancestry, color, disability, gender, gender identity or expression, genetic information, HIV/AIDS status, military status, national origin, pregnancy, race, religion, sex, sexual orientation, protected veteran status, or any other bases under the law. University policy prohibits harassment of applicants or employees related to these bases. We have an Affirmative Action Program to assure equal employment opportunity in all policy decisions affecting recruitment, selection, assignment, promotion, training, and all other terms and conditions of employment.

ACADEMIC MISCONDUCT

Academic misconduct is any activity that tends to compromise the academic integrity of the university, or subvert the educational process. Examples of academic misconduct include, but are not limited to:

- (1) Violation of course rules as contained in the course syllabus or other information provided to the student;
- (2) Knowingly providing or receiving information during examinations such as course examinations and candidacy examinations; or the possession and/or use of unauthorized materials during those examinations;
- (3) Knowingly providing or using unauthorized assistance in the laboratory, on field work, in scholarship or on a course assignment;
- (4) Submitting plagiarized work for an academic requirement. Plagiarism is the representation of another's work or ideas as one's own; it includes the unacknowledged

word-for-word use and/or paraphrasing of another person's work, and/or the inappropriate unacknowledged use of another person's ideas;

- (5) Submitting substantially the same work to satisfy requirements for one course or academic requirement that has been submitted in satisfaction of requirements for another course or academic requirement, without permission of the instructor of the course for which the work is being submitted or supervising authority for the academic requirement. This includes submitting the same work for courses that the student is retaking pursuant to the university's grade forgiveness rule;
- (6) Falsification, fabrication, or dishonesty in creating or reporting laboratory results, research results, and/or any other assignments. This includes submitting the same work for courses that the student is retaking pursuant to the university's grade forgiveness rule;
- (7) Serving as, or enlisting the assistance of a substitute for a student in any graded assignments;
- (8) Alteration of grades or marks by the student in an effort to change the earned grade or credit;
- (9) Alteration of academically-related university forms or records, or unauthorized use of those forms or records;
- (10) Engaging in activities that unfairly place other students at a disadvantage, such as taking, hiding or altering resource material, or manipulating a grading system;
- (11) Violation of program regulations as established by departmental committees and made available to students; and

(12) Providing falsified materials, documents, or records to a university official in order to meet academic qualifications, criteria, or requirements, including but not limited to submitting falsified doctor's notes and/or falsified transcripts.

See oaa.osu.edu/coam.html and studentlife.osu.edu/csc for more information.

ALCOHOL

The legal drinking age in Ohio is 21. The university and University Housing comply fully with all federal, state and municipal regulations regarding the sale, possession and consumption of alcoholic beverages.

- a) Residents and their guests may not possess alcohol, including empty containers, or consume alcohol in a manner inconsistent with either the policies of the university or those of University Housing or in violation of the Ohio Revised Code. Those found in violation must immediately dispose of the alcohol when requested to do so by housing staff or other university officials.
- b) Residents 21 years of age and older may possess and consume legal beverages in private apartments (with the door closed) when such possession and consumption is consistent with the Ohio Revised Code (codes.ohio.gov/orc) and the Code of Student Conduct (studentconduct.osu.edu).

- c) Cans, bottles, cartons and kegs may not be used as decorative items. In addition, those containers/items that promote the excessive and/or irresponsible use of alcohol (e.g., beer bong, funnels, etc.) are prohibited.
- d) Individuals who bring alcoholic beverages into the apartment village must produce a driver's license or state identification card upon request as proof of eligibility to consume or possess alcohol. A university identification card is not acceptable for this purpose.
- e) Students are not permitted to be in possession of any false identification or any identification card that does not belong to them.
- f) Supplying alcohol to an underage person is illegal.
- g) Open containers of alcohol and the consumption of alcohol in public areas such as corridors, lounges, study rooms and outdoors on University Housing property are prohibited.
- h) Alcohol is prohibited at undergraduate group events within residence hall facilities.
- i) Residents may not bring in or store kegs or similar containers that hold large amounts of alcohol in the residence halls or in their rooms or suites.
- j) The misuse (underage drinking, drinking in unauthorized areas, etc.) and the abuse of alcohol (drinking to an extent such that one's behavior and judgment are impaired or results in disruption of others) are prohibited, regardless of where the alcohol was consumed. The effects of alcohol misuse and abuse include excessive noise, interpersonal conflict and vandalism. The individual who misuses or abuses alcohol not only negatively affects the community but also endangers the individual resident.

- k) To avoid the misuse and abuse of alcohol, games requiring or involving the consumption of alcohol are prohibited in the residence halls.
- l) At the university's discretion, amnesty may be extended to students who may be hesitant to report a violation of the code to university officials because they fear that they themselves may be accused of minor policy violations, including but not limited to underage drinking, at the time of the incident. If a student is granted amnesty, an educational discussion or other informal resolution may be considered, but no university conduct proceedings under this code will result.

At the university's discretion, amnesty may also be extended on a case-by-case basis for minor policy violations when students request assistance for others in need, including the person receiving assistance. If a student is granted amnesty, an educational discussion or other informal resolution may be considered, but no university conduct proceedings under this code will result. In cases of academic misconduct, need does not include the inability of a student to complete an assignment without assistance.

See the following for more information:

- studentlife.osu.edu/pdfs/osu-policy-on-alcohol.pdf
- studentlife.osu.edu/csc
- housing.osu.edu/living-on-campus/fees-contracts-policies/residential-living-handbook-code-student-conduct/

CODE OF STUDENT CONDUCT

The code of Student Conduct applies to the on-campus conduct of all students and registered student organizations, including conduct using university computing or network resources. The code also applies to the off-campus conduct of students and registered student organizations in direct connection with:

- a.) academic course requirements or any credit bearing experiences, such as internships, field trips, study abroad, or student teaching;
- b.) any activity supporting pursuit of a degree, such as research at another institution or a professional practice assignment;
- c.) any activity sponsored, conducted, or authorized by the university or by registered student organizations;
- d.) any activity that causes substantial destruction of property belonging to the university or members of the university community, or causes or threatens serious harm to the safety or security of members of the university community; or
- e.) any activity which could constitute a criminal offense as defined by local, state or federal law, regardless of the existence or outcome of any criminal proceeding.

Read the entire code at go.osu.edu/codeofconduct

EMAIL

The Ohio State University has established email as an official means of communication with students and is used for notifications about class registration, grades, fee statements and other business. An official Ohio State email address is issued to each student based on last name: lastname.#@osu.edu. Before students can receive email at their Ohio State address, they must

activate their BuckeyeMail account at my.osu.edu

Students must check their BuckeyeMail accounts regularly in order to get important and often time-sensitive messages and notifications from Ohio State. Failure to read official university communication sent to a student's BuckeyeMail account does not absolve students from knowing and complying with the content of those official communications.

Students must also ensure that there is sufficient space in their email inboxes to allow for email delivery.

To avoid junk or spam filters, students who are forwarding mail should add their lastname.#@osu.edu to their address book. All use of email will be consistent with other Ohio State policies.

See ocio.osu.edu/policy/policies/responsible-use for more information.

EXAMINATIONS AND MARKS

Student Assessment (Rule 3335-8-19)

By the close of each course as defined in rule 3335-8-01 of the Administrative Code, the student's performance relative to the stated course objectives will be assessed, the method of assessment to be determined by the instructor or supervisor of the course.

Marks (Rule 3335-8-21)

The chart below lists the official marks of the university.

A, A-	Excellent
B+, B, B-	Above average
C+, C, C-	Average
D+, D	Low but acceptable
E	Unsatisfactory, no credit earned

EM	Credit obtained through examinations taken prior to or after admission to the university
EN	E for Non-attendance. Student registered but did not complete the course because of non-attendance. This mark is treated as an E in calculation of point-hour ratio.
I	Incomplete. I indicates that the student has completed a major portion of the work in the course in a satisfactory manner, but for reasons judged by the instructor to be legitimate, a portion of the course requirements remains to be completed. The I is reported to the University Registrar together with the mark that the registrar is authorized to enter on the student's official record unless a different mark is reported. The student must complete the work so that the instructor of the course may report the final mark at the earliest possible time, but not later than noon of the sixth Saturday of the term, semester or session following that in which the I was received.
K	Credit for work from other institutions, counted as hours only and not considered in calculating point-hour ratio.
P	Progress. P indicates satisfactory progress in a series or sequence of courses in which the mark is not reported until the final term, semester, or session of the series or sequence is completed. The mark of P remains on the student's record until it is replaced by the final mark.

PA/NP	PA: Pass, NP: Non-pass. PA means the student has satisfied the stated objectives of the course. NP means that the student did not. PA and NP are not computed in the point-hour ratio.
R	Registered to Audit. Student is registered to audit the course and has met the conditions established for audit enrollment. No credit is awarded.
S/U	S: Satisfactory, U: Unsatisfactory. S records either satisfactory progress in or completion of work in courses approved for this mark. U records unsatisfactory work in course work. S credit is counted as hours only. No credit is awarded for U. Neither the S nor the U is considered in determining the point-hour ratio.
W	Withdraw

Grade Forgiveness (Rule 3335-8-27.1)

Under the Grade Forgiveness Rule, an undergraduate student may repeat a course and have the new mark earned replace the old mark in the calculation of the cumulative point-hour ratio. Both marks remain on the student's permanent record and transcript. Grade Forgiveness can be applied for up to three courses, and the same course can be repeated only once under this rule. Permission to apply this rule must be obtained by the second Friday of the term in which the repeated course is taken.

Repetition of Courses (Rule 3335-8-28)

Undergraduate students who have received a mark of E, EN or NP in a course at Ohio State may repeat the course for credit at their option. Undergraduates who have received a mark of A, A-, B+, B, B-, C+, C, C-, D+,

D, EM, K or PA for a course at Ohio State may repeat the course for credit only upon the recommendation of the authorized representative of the dean or director of their enrollment unit. The credit hours for a repeated course are counted only once in meeting graduation requirements. When a student repeats a course, both grades appear on the student's record and both are used in computing the point-hour ratio, unless the course qualifies for Grade Forgiveness.

For more information on the rules dealing with examinations and marks, see trustees.osu.edu/rules/university-rules/chapter-3335-8-instruction.html.

FERPA

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, governs the release of records maintained by an educational institution and access to those records. Copies of the act and any university policies related to the act are available from college offices and the University Registrar.

Under FERPA, the only information the university can generally release to a third party without the written consent of the student is directory information (such as an address and phone number). However, students have the right to request that directory information be withheld, and can do so by checking the "Withhold Directory Information" box in the Student Information Release section of My Buckeye Link.

FERPA's restrictions also apply to family members seeking information about their student's record. The right to inspect information is limited solely to the student. Records may be released to parents only by consent of the student or by submission of evidence that the parents declared the student as a dependent on their most recent federal income tax form.

Student Information Releases authorize third party access to a student's academic, account and financial information. They can be completed in the Student Information Release section of My Buckeye Link.

See registrar.osu.edu/policies/releaseinfo.asp for more information.

FINANCIAL RESPONSIBILITY STATEMENT

Before enrolling in classes each term, students must sign the Statement of Financial Responsibility at buckeyelink.osu.edu and agree to assume full financial responsibility for all applicable fees. Once a student enrolls in classes, the university commits resources to provide that student with instruction by qualified faculty and to provide sufficient class space for the course. Thus upon enrollment, students assume responsibility for either paying fees in full by a prescribed due date or notifying the university in an appropriate time frame that they will not attend.

OUTSTANDING DEBT AND ENROLLMENT

Students with an outstanding debt balance of \$50 or more, including students enrolled in the Tuition Option Payment Plan (TOPP), will receive a hold blocking enrollment in future term courses. Students who already have registered for courses but who have outstanding debt balances of \$50 or more will be disenrolled from those courses. These drops will occur prior to the fee-payment deadline for the next term and before financial aid is disbursed.

RESIDENCY

Students classified as Ohio residents for tuition purposes receive the benefit of a state-supported education, funded partially by the taxpayers of Ohio. Students who are classified as nonresidents must pay a nonresident

surcharge in addition to all other university fees.

A student's residency is reviewed in accordance with the Ohio Student Residency for State Subsidy and Tuition Surcharge Guidelines, which are meant to exclude from residency those who are in Ohio primarily for the purpose of receiving a state-supported education.

The residency guidelines grant in-state status to the following individuals:

- A student whose parents, legal guardian or spouse has been a resident of Ohio for all legal purposes for at least 12 consecutive months immediately preceding the student's enrollment.
- A person who has been a resident of Ohio for all legal purposes for at least 12 consecutive months immediately preceding his/her enrollment and who is not receiving, and has not directly or indirectly received in the past year, financial support from people or entities outside Ohio.
- Veterans (and their spouse and dependents) with 12 months of active duty service.
- A dependent child of a parent or legal guardian, or the spouse of a person who, as of the first day of enrollment, has accepted full-time, self-sustaining employment and established a domicile in Ohio.
- Forever Buckeye extends residency for tuition purposes to any Ohio high school graduate who left Ohio but returns to enroll in an Ohio public institution of higher education and establishes a primary residence by the first day of classes for the requested term.

The guidelines have several exceptions, including the following:

- Part-time students who reside and have self-sustaining employment in Ohio.
- Ohio residents (and their dependents) who are on

- active duty in the U.S. military.
- People on active duty status with the military (and their dependents) who are stationed and residing in Ohio.
- Ohio residents (and their dependents) who are transferred outside the United States for employment.
- Migrant workers and their dependents.
- Ohio residents (and their dependents) in community service positions such as VISTA or City Year.
- People (and their dependents) returning to Ohio after marital hardship who re-establish financial dependency upon Ohio resident parents.
- Members of the Ohio National Guard and their dependents.

See registrar.osu.edu/residency for more information.

SELECTIVE SERVICE

Almost all males living in the United States who are between the ages of 18 and 26 are required to register with the United States Selective Service. Find who must register at sss.gov/FSwho.htm.

All male students who are required to register through the Selective Service must provide their Selective Service Registration Number to The Ohio State University.

If a student who is a resident of the State of Ohio fails to provide his Select Service Registration Number to Ohio State, it will result in the assessment of non-resident fees. Payment deadlines may not be waived or extended if a student is waiting to receive their Selective Service Registration Number, so be sure to register in a timely manner.

A student must use the Online Residency Form through the Applicant or Student Center to submit his Selec-

tive Service Registration Number. Find directions for completing the Online Residency Form at registrar.osu.edu/residency.

Register for a number or look up a registration number at sss.gov.

SEXUAL MISCONDUCT

Members of the university community have the right to be free from all forms of sexual misconduct which impede the realization of the university's mission of distinction in education, scholarship, and service. All members of the university community are expected to conduct themselves in a manner that maintains an environment free from sexual misconduct.

Sexual misconduct violates the dignity of individuals and will not be tolerated. The university community seeks to eliminate sexual misconduct through education and by encouraging everyone to report concerns or complaints, including third parties when the accused is a member of the university community.

The university is committed to stopping sexual misconduct, preventing its recurrence, eliminating any hostile environment, and remedying its discriminatory effects. This policy defines expectations for the university community and establishes mechanisms for determining when those expectations have been violated.

See hr.osu.edu/public/documents/policy/policy115.pdf for more information.

TITLE IX

Title IX of the Education Amendments of 1972 protects people from discrimination based on sex in education programs or activities that receive federal financial assistance. Title IX states that “[n]o person in the United

States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.”

Examples of the types of discrimination that are covered under Title IX include sexual harassment (including sexual violence and sexual assault), the failure to provide equal opportunity in athletics and discrimination based on pregnancy.

For information related to the university's Title IX programs, support resources, rights and policies, visit titleix.osu.edu.

TOBACCO FREE

Ohio State strives to enhance the general health and wellbeing of its faculty, staff, students and visitors, and we desire to become the world's healthiest university. To support this commitment, we intend to provide a tobacco-free environment. Smoking and the use of tobacco are prohibited in or on all university owned, operated or leased property including vehicles.

See hr.osu.edu/public/documents/policy/policy720.pdf for more information.

CAMPUS MAP & BUILDINGS

CAMPUS RECREATION CENTER (CRC)

Basketball Courts
BuckID Office
Exercise Equipment
Intramurals
Weight Room
Wrestling Mat

CONARD HALL

Bromfield Library and Information Commons (BLIC)
Group Study Rooms
Learning Collaborative
Media Room (recording studio)
Printing Center

Conard Learning Center (CLC)
Tutoring Services
Writing Center

EISENHOWER MEMORIAL CENTER

Commuter Lounge
Marketplace
Office of Diversity and Inclusion
Office of Student Engagement
Student Union
Veteran's Lounge

HEALTH SCIENCES BUILDING

Classrooms

MOLYET VILLAGE APARTMENTS (On-Campus Housing)

Student Apartments
Community Center

OVALWOOD HALL

Classrooms
Founders Auditorium
Pearl Conard Gallery
Professor Offices
Scarlet and Gray Cafe
Student Support Services (2nd floor)
Academic Success Office
Campus Sexual Assault Advocate
Counseling Office
Food Pantry
Office of Disability Services

RIEDL HALL

Business Office
Classrooms
Dean's Suite
Development Office
Human Resources
Performance Hall
Professor Offices
Security
Student Services
Academic Advisors
Admissions Office
Career Development Office
Financial Aid Office

Additional Buildings:

- Buckeye Village
(Off-campus housing)
- Campus Bookstore
(Textbooks and related merchandise)
- Child Development Center
(Child-care facility)
- Fallerius Technical Education Center
(North Central State College)
- Kee Hall
(North Central State College)



GLOSSARY

Academic Advisor/Advisor: School official, usually assigned by the college or university, who can help students choose the correct courses to graduate and connect their future goals with academic opportunities

Academic Year: The school year that begins with autumn classes and ends at the conclusion of summer classes

Add a Course: The process of scheduling an extra class which needs to happen within a specific time frame once the semester begins

Advising Report: This unofficial transcript lists ACT/SAT/AP test scores, classes taken each semester with final grade, and GPA throughout semesters

Associate's Degree: A type of academic rank given to students who have completed 60 credit hours of a prescribed curriculum

Audit (Degree Audit): This document provides an analysis of a student's academic progress toward a degree

Bachelor's degree: A type of academic rank given to students who have completed 121 credit hours of a prescribed curriculum

Brutus: The Buckeye mascot seen at almost any Ohio State event

Buckeye: A nickname for an Ohioan or Ohio State student/graduate; the buckeye tree is native to the state of Ohio

Buckeye Bar: Ohio State's technology help desk where students may go for tech-related questions and assistance

Camp Hetuck: A summer leadership program designed for incoming Ohio State freshmen who have an interest in becoming engaged with their college and community

Campus Change: The process of transferring from a regional campus to the Columbus campus

"Carmen Ohio:" Ohio State's alma mater and oldest school song

Catalog/Course Catalog: A complete list of all courses offered at Ohio State

Commuter Student: A student who lives at home while attending college

Convocation/President's Convocation: The Ohio State official welcome event for new students that happens at the very beginning of the academic year - Convocation is one of many memorable moments for new students at Ohio State!

Course Enrollment Permission Form: A document that needs to be completed before registering for certain courses

Course Number: A unique number used to classify each section of every course offered

Course Packet: A collection of articles or book chapters selected by a professor to serve as reading materials for a specific class

Credit Hour: The number of hours assigned to a specific course that a student will earn upon successful completion

Cumulative Point-Hour Ratio (CPHR): This number is calculated by multiplying the credit hours for a course by the point value of the grade earned for that course; the product is used in determining a student's GPA

Dean: The head of a university or department

Dean's List: An award recognizing high academic achievement by a student during a semester, given by the dean of the college

Distance Enhanced Course: An online course with some activities, such as recitation, taking place on campus

Distance Learning: Courses offered online

Doctorate: The highest academic rank awarded (see PhD)

Dot Number: The number that follows a person's last name in an Ohio State email address

Drop a Course: The process of withdrawing from a class at the beginning of a semester

Elective: A class taken that is not specifically required by your major or minor

EM Credit: Credit assigned to students who have taken an exam and shown mastery of a course

Expected Family Contribution: The amount of money a student's family is

estimated to contribute toward their cost of attendance as determined by the FAFSA

FAFSA (Free Application for Federal Student Aid): This form, completed by students, is used by the federal government to determine the amount of financial aid available to that student

Federal Work Study: A federally funded program that is part of the financial aid a student receives in return for working on campus

Fees: Costs, in addition to tuition, that are charged for specific courses or programs

FERPA (Family Educational Rights and Privacy Act): This federal law governs who has access to a student's education records and information

First-Generation Student: A student attending a university whose parents have not attained a bachelor's degree

Freshman: A first-year college student

Full-Time Student: A student enrolled in at least 12 credit hours during a semester

GE (General Education): The academic core of a student's curriculum, mostly completed in the freshman and sophomore years

GPA (Grade Point Average): An indication of a student's academic achievement that is calculated as the total number of grade points received in a given period divided by the total number of credits taken

Hybrid Course: A class that has online components as well as in-class instruction or activities

Incomplete: Grade indicating course work is satisfactory but, for justifiable reasons, a portion is not complete at the end of the grading period; students have an established amount of time to complete the work before a final grade is given

Junior: A third-year college student

K Credit: Academic credit given for course work completed at another college or university

Major: A student's primary area of study

Master's degree: A type of academic rank given to graduate students who have completed a certain curriculum after earning a bachelor's degree

Meal Plan: A prepaid account that students use to pay for meals in a dining hall or campus cafe

Mentor: An experienced individual, such as a faculty or staff member, who assists students in achieving their academic and career goals

Minor: A secondary area of study that requires less credit hours than a major

Non-Resident Student: A student whose permanent address is not in the state where a university is located

Nontraditional Student: Those who fall outside the traditional age of college students (18-22 years old)

NP (Non-Pass): See PA/NP

OCIO (Office of the Chief Information Officer): This office assists students, faculty, and staff in making the best use of technologies for learning, teaching, research, and administration

Off-Campus Housing: Living in non-campus housing that is not a student's permanent home

Office Hours: The times when professors are available to meet with students outside of class

Official Transcript: A record of courses completed, grades and dates attended for a college or university

On-Campus Housing: Campus-owned living accommodations students reside in during the semester

Online Classes: Courses taken through distance learning

PA (Pass)/NP (Non-Pass): Courses taken where a student receives credit if work is satisfactory, but a letter grade is not issued; only a certain number of credits can be taken PA/NP and this option must be declared by a certain deadline within the grading period

Part-Time Student: A student taking less than 12 credit hours a semester

PhD (Doctor of Philosophy): The highest postgraduate degree, typically earned after a master's degree, which focuses on original research and analysis in a specific subject area

Plagiarism: Submitting someone else's work as your own without giving credit to the person; plagiarism is a violation of the Code of Student Conduct

Prerequisite: A class that must be taken prior to and in preparation for another course

President's Convocation: See Convocation

Professor: A title given to course instructors

Provost: The chief academic officer of a university

Rank: Used to identify how many credits a student has earned at Ohio State; Rank 1 (1-29 credits), Rank 2 (30-60 credits), Rank 3 (61-90 credits), Rank 4 (90+ credits)

Resident Advisor (RA): A student leader living in an on-campus residence whose role is to build community, serve as a resource and enforce policies

Regional Campus: A place with faculty and staff where classes are offered, but located at a distance from the original location of a college or university

Required Courses: Classes that must be taken to achieve a specific major or minor

Resident Student: A student who lives in and meets the residency requirements for the state where a public university is located

Semester: Type of academic term that is typically 15 weeks long—A school will generally have a fall semester and a spring semester, along with a summer term

Senior: A fourth-year college student

Service Learning: A type of course that combines learning objectives with community service

Sophomore: A second-year college student

Student Life: A university department dedicated to providing programs and services to engage students, including

dining, housing, health & wellness, diversity & inclusivity and counseling

Syllabus: A course description provided by the professor that outlines course objectives, assignments, and exams

Term: The time period when a university offers classes

TOPP (Tuition Option Payment Plan): A program which allows the cost of college tuition, housing, and fees to be divided into installment payments

Transcript: See Official Transcript

Username: A unique set of characters used when logging in to a computer account; for Ohio State students a number (#) is assigned along with a person's last name in the format of last name.#

Wait List: Those students who want to take a class that is already at maximum capacity; if space opens, students are enrolled in the class based on when they were placed on the list.

Welcome Week: Events held during the first week of the autumn semester for students - This is a great time to learn more about clubs and organizations on campus and to meet new people!

Withdraw: After the Drop window for classes end, a student can still withdraw from a course by completing appropriate paperwork; a "W" will appear on a student's academic record for the course

Work Study: See Federal Work Study

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Every effort has been made to provide accurate and up-to-date information at the time of publication. However, the university reserves the right to change without notice statements concerning rules, policies, fees, curricula, courses and other matters when necessary.

In addition, Ohio State is continually reviewing and restructuring many of our academic programs, administrative processes and student services in an effort to enhance their quality and improve our efficiency.

In that process, some of the programs, services and policies described in this guide may be modified, consolidated or eliminated. If you have a question about a particular service or policy, contact the appropriate university office.



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MANSFIELD



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