

## Accessing Online Partnership Schedule

### To access Partnership class schedules:

- 1.) Go to [www.csuohio.edu](http://www.csuohio.edu)
- 2.) Go to "Quick Links"
- 3.) Click on CLASS SCHEDULE
- 4.) Click on "Term"
- 5.) Click on "Course Level"
- 6.) Click on "Location" and choose "OTHER". From the drop down menu choose Lakeland Community College.
- 7.) Hit "SEARCH"

A list of classes appears that have been scheduled for that semester. Follow the same procedure to view classes offered on main campus downtown, and at the East Center and West Center.

If you begin your search early, keep checking the website for class additions and changes.

**Undergraduate Course Catalogs** can be found online at <http://www.csuohio.edu/undergradcatalog>

**Graduate Course Catalogs** are available online at <http://www.csuohio.edu/gradcollege/catalog>

Class schedules are also posted on the CSU/LCC Partnership home page <http://www.csuohio.edu/campuses/lakeland/>

**Emergency & Weather Closing Policy**  
Please check CSU's homepage [www.csuohio.edu](http://www.csuohio.edu) for the latest closing information. If the main CSU campus is in session, the Partnership classes will also be held.

However, if Lakeland is closed, no CSU Partnership classes will be held.

Please refer to:

- Lakeland Emergency Closing Hotline 440-525-7242
- Lakeland website: <http://lakelandcc.edu/closings>
- Lakeland Cable Network
- CSU Office @ Lakeland 440-525-7471

### University Holidays

No classes will be held on:  
Independence Day—July 3, 2009  
Labor Day - September 7, 2009  
Columbus Day— October 12, 2009  
Veterans Day—November 11, 2009  
Thanksgiving—November 26-29, 2009  
Martin Luther King Day—January 18, 2010  
President's Day—February 15, 2010  
Spring Recess—March 14-21, 2010  
Memorial Day—May 31, 2010

### Graduation Application Deadline Dates

Contact your academic advisor for forms and further information.

Fall Semester — April 14  
Spring Semester—September 9  
Summer Semester— February 1

### CLEVELAND STATE UNIVERSITY/ LAKELAND COMMUNITY COLLEGE PARTNERSHIP PROGRAM

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## Student Partnership Resource Guide

Fall Semester  
2009

# Welcome to CSU @ LCC!

We are happy that you are part of our Cleveland State University extended community. Our goal is for you to have a pleasant and trouble-free learning experience and environment. If you have any questions, comments, or suggestions, please feel free to contact the Partnership Office.

## Partnership Office

The Partnership Office is a wonderful resource for any inquires you may have. Please either email or leave a telephone message if you cannot stop by during office hours.

Contact: Sheila N. Samuels  
Location: B-Building, Room 1046  
Phone: 440-525-7471  
Fax: 440-525-7654  
Email: [lcc@csuohio.edu](mailto:lcc@csuohio.edu)  
Website: <http://www.csuohio.edu/lakeland>  
Office Hours: Wednesday & Thursday; 9:30-6:00 p.m.

## Partnership Student Services

The Partnership Office can provide a number of services that you would receive on main campus such as general education transcript evaluations and admission questions. Other services:

- General Education Transcript Evaluation
- Transfer Guide Information
- Admissions Information
- General Financial Aid Information
- Major & Minor Degree Program Information
- Scheduling Information

## Parking

Free parking is available in the designated student parking lots around Lakeland's campus. No parking pass is needed in the student lots.

## Advising

CSU Academic Advisors visit LCC various times during a semester. If you are a current Lakeland student or CSU student please contact the Lakeland Counseling Office at 440.525.7200 to make an appointment with the following advisors at Lakeland. You are also welcome to make and appointment with them at main campus:

### Business Administration/Information Systems/ Organizational Leadership:

**Please contact the Lakeland Counseling Office at 440.525.7200 to make an appointment**

Jennifer Sekerak, Academic Advisor  
[j.a.sekerak23@csuohio.edu](mailto:j.a.sekerak23@csuohio.edu) or 216.802.3392

### Electronic & Mechanical Engineering Technology: Please contact the Lakeland Counseling Office at 440.525.7200 to make an appointment

Harry Fox, Associate Professor  
216.687.6890; [h.fox@csuohio.edu](mailto:h.fox@csuohio.edu)

**Please contact the following advisors directly for an appointment:**

### Public Safety Management & Organizational Leadership

Rachel Singer, Undergraduate Advisor  
[r.g.singer88@csuohio.edu](mailto:r.g.singer88@csuohio.edu) or 216. 687.2138

### Education

Margaret Frank, Student Personnel Specialist  
[m.frank@csuohio.edu](mailto:m.frank@csuohio.edu) or 216.523.7137  
or  
CSU Education Advising Center, 216.687.4625,  
[coehs@csuohio.edu](mailto:coehs@csuohio.edu)

### Nursing (RN to BSN):

Mary Leanza Manzuk, Advisor  
[m.leanza@csuohio.edu](mailto:m.leanza@csuohio.edu) or 216.687.3810

### All Other Majors and Transcript Evaluations

CSU Partnership Office  
440.525.7471 or [lcc@csuohio.edu](mailto:lcc@csuohio.edu)

## CampusNet

By accessing Campus Net, you can conduct business with Cleveland State University. To access this user friendly site, go to the CSU homepage [www.csuohio.edu](http://www.csuohio.edu) and click on the CAMPUS NET link.

You can register for classes, add and drop classes, view and print your schedule, pay your bill, request transcripts, forward your campus email, view grades, and more.

To access this site, you will need your CSU ID number and password. To obtain your password, call 216-687-5050.

## Campus Email

As a CSU student, you will be assigned a CSU email address. It is important that you check this account regularly for official communications. Remember, you can have your CSU email forwarded to another email account. This can be done through Campus Net. CAMPUS EMAIL can be accessed from the CSU homepage ([www.csuohio.edu](http://www.csuohio.edu)).

## Viking Card (CSU ID)

In order to receive student discounts, access the CSU Library and other services, please obtain your Viking Card. The Partnership Office can take your picture and application for this free ID.

Please bring the following:

- A valid state or country issued photo identification
- A copy of your current CSU registration (available on Campus Net)

Your Viking Card will be available for pick up in the Partnership Office within one to two weeks after photo is taken.

## LID (Lakeland ID)

In order to utilize Lakeland's services, you will need a LID card if you have not been a Lakeland student in the past. Partnership students can apply for their ID card by contacting the Partnership Office for the form.