

Accessing Online Partnership Schedule

To access Partnership schedules:

- 1.) Go to www.csuohio.edu
- 2.) Click on CLASS SCHEDULE
- 3.) Click on SEARCH BY OFF-CAMPUS LOCATION
- 4.) Choose the term (semester), graduate or undergraduate, and Lakeland
- 5.) Hit CONTINUE

This shows the list of classes that have been scheduled for that semester. You can access the downtown campus, East Center and West Center by following the same procedures.

If you begin your search early, keep checking the website, as changes and additions may not be made for several weeks.

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>.

Campus Safety Tips

- Always be aware of your surroundings and the people around you.
- Stay with a buddy.
- Alert someone to your presence on campus after hours.
- Park in a well-lit area.
- Lock your car and keep all valuables out of sight.
- Do not leave books, bags, laptops, and other belongings unattended, even for a few seconds. Opportunity theft is the most frequent crime on campus.
- Check your email for campus alerts.
- Report suspicious activity to the Lakeland Campus Police Department.

Lakeland Campus Police 440-525-7241

CLEVELAND STATE UNIVERSITY/ LAKELAND COMMUNITY COLLEGE PARTNERSHIP PROGRAM

CSU/LCC Partnership Office, B-1046
7700 Clocktower Drive
Kirtland, OH 44094-5198 Phone: 440-525-7471
email: lcc@csuohio.edu

05/09



Student Partnership Resource Guide

Cleveland State University
Lakeland Community College
Partnership Program

Welcome!

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.

Location: B-Building, Room 1046
Phone: 440-525-7471
Fax: 440-525-7654
Email: lcc@csuohio.edu
Website: <http://www.csuohio.edu/lakeland>

Please visit the website for up-to-date Partnership Office hours.

Parking

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

For parking information on the CSU main campus, go to www.csuohio.edu/parking.

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 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).

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 Nov 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

Emergency & Weather Closing Policy

Please check CSU's homepage 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 Partnership classes will be held. Please refer to:

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

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.