

NEW SEMESTER FIELD GUIDE

Provided by the CSU Veteran & Military Success Center

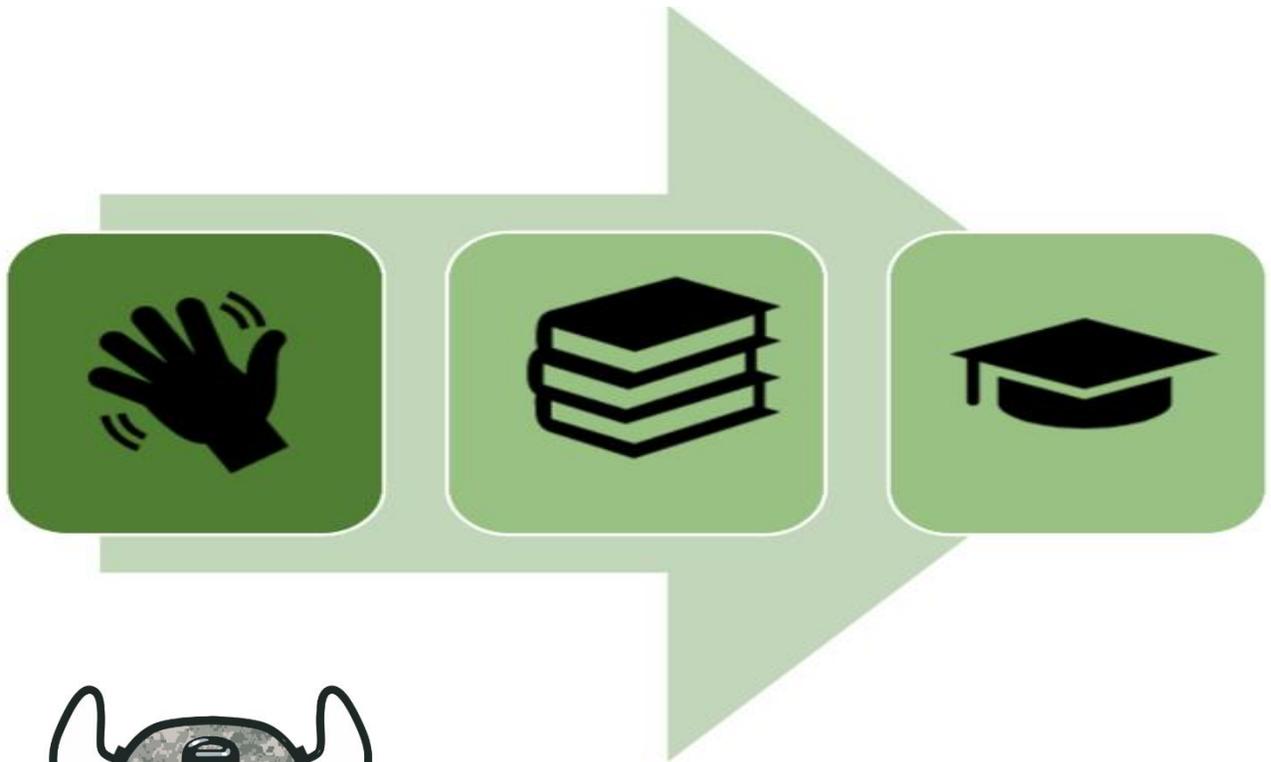


Table of Contents

1. Fall 2021 and Spring 2022 Academic Calendar
2. General Information about the Veteran & Military Success Center
3. Campus Resources Sheet
4. Helpful Apps Sheet
5. New Semester Checklist
6. Benefits Checklist
7. Other Benefits Information
8. Transfer Credit
9. Request for Joint Services Transcript
10. Campus Map
11. RTA Information
12. Tips for Getting Organized
13. Planning Sheets

FALL 2021

IMPORTANT DATES	
Priority Registration Begins	March 8, 2021
Open Enrollment Begins	April 26, 2021
Term Begins	August 21, 2021
First Weekday Class	August 23, 2021
Last Day to Drop with Full Refund (click to view refund schedule)	August 27, 2021
Last Day to Join a Course Waitlist	August 27, 2021
Last Day to Add (CampusNet Registration)	August 29, 2021
Last Day to Drop	September 3, 2021
Course Withdrawal Period Begins - 'W' Grade Assigned	September 4, 2021
Labor Day (University Holiday)	September 6, 2021
University Census Date	September 6, 2021
Columbus Day Observed Monday (No Classes - Offices Open)	October 11, 2021
Midterm Week (Monday - Sunday)	October 11-17, 2021
Midterm Grading Deadline	October 18, 2021
Last Day to Withdraw from Courses	October 29, 2021
Veterans Day (University Holiday)	November 11, 2021
Thanksgiving Recess (No classes Thursday to Sunday) <i>November 26, Columbus Day Observed for employees.</i>	November 25-26, 2021
Last Day of Classes	December 3, 2021
Final Exam Week (Monday - Saturday)	December 6-11, 2021
Commencement	December 12, 2021
Final Grades Submission Deadline (All Sessions)	December 14, 2021
Final Grades Available to Students	December 15, 2021
Fall Semester Student Incomplete Work Deadline	May 6, 2022
Fall Semester Incomplete Grade Submission Deadline	May 10, 2022

SPRING 2022

IMPORTANT DATES	
Priority Registration Begins	March 8, 2021
Open Enrollment Begins	September 27, 2021
Term Begins	January 15, 2022
Martin Luther King Day (University Holiday)	January 17, 2022
First Weekday Class	January 18, 2022
Last Day to Drop with Full Refund (click to view refund schedule)	January 21, 2022
Last Day to Join a Course Waitlist	January 21, 2022
Last Day to Add (CampusNet Registration)	January 23, 2022
Last Day to Drop	January 28, 2022
Course Withdrawal Period Begins - 'W' Grade Assigned	January 29, 2022
President's Day (University Holiday)	February 21, 2022
Midterm Week (Monday - Sunday)	March 7-13, 2022
Midterm Grading Deadline (Monday)	March 14, 2022
Spring Recess	March 13-20, 2022
Last Day to Withdraw from Courses	April 1, 2022
Last Day of Classes	May 6, 2022
Final Exam Week (Saturday through Friday)	May 7-13, 2022
Commencement	May 14, 2022
Final Grades Submission Deadline (All Sessions)	May 17, 2022
Final Grades Available to Students	May 18, 2022
Spring Semester Student Incomplete Work Deadline	September 9, 2022
Spring Semester Incomplete Grade Submission Deadline	September 13, 2022

Veteran & Military Success Center

General Services

Front Desk (Department Ambassadors): Department ambassadors are the first line of representation for the Veteran and Military Student Center. They are the operations staff that work at the front desk (virtual and in-person) and respond to students by appointment and walk-ins. Ambassadors are expected to provide respectful and compassionate service and be knowledgeable about veteran and student issues in order to answer questions effectively. This knowledge includes but is not limited to information about VA benefits, current service-related paperwork related to military obligations while school, various offices on and off campus to refer students to more information when necessary.

VSSP Advising: The VSSP Advising Staff provides assistance with creating action plans, learning plans, and referrals to other services. VSSP advisers work directly under the VSSP lead and provide direct and indirect assistance to students. Direct assistance may consist of checking in with students on variable frequency, creating and implementing action plans and SMART goals, follow ups on an individual basis, and making referrals when necessary. When making referrals, students should be directly connected to a specific person or office by the adviser in order to ensure that the referral was used, essentially a “warm handoff.” Indirect assistance includes assisting with program development such as academic workshops throughout the year that provide an educational interactive experience for students following a monthly theme. Other programs include specific events (symposiums, homecoming/orientation, Veterans Day).

VetSuccess on Campus (VSOC) Counselor – George Ackerman: The VetSuccess on Campus Program (VSOC) is a collaborative effort between Cleveland State University (CSU) and the United States Department of Veterans Affairs (VA) with the purpose of providing a supportive, on campus environment where student Veterans receive assistance and peer support. The goal of the program is to assist Veterans in making the transition from military to college life and to successfully complete their educational programs. Working in partnership with CSU’s Veteran Student Success Program (VSSP), the VA Vocational Rehabilitation Counselor is available on campus to provide information about, and access to, the breadth of VA benefits programs and services. The VetSuccess on Campus Counselor is also available to provide a broad range of counseling services including educational, vocational/career, and adjustment counseling.

Much of the VSOC program focuses on identifying and resolving Veteran Education benefits issues. The GI Bill is complex and consists of various program choices depending on type and duration of military service. The VSOC Counselor can assist Veterans by conducting benefits comparisons, applying for benefits, resolving overpayment issues, and coordinating services with CSU Veteran Certifying Officials.

School Certifying Official: Mike Matthews: Serves as the School Certifying Official (SCO) for military service veteran students receiving educational benefits from the U.S. Department of Veterans Affairs (VA) by: Certifying enrollment, reporting tuition and fees for each unique enrollment period, maintaining compliance with program regulations and records retention requirements. They also supervise Veteran student workers.

Campus Resource Contact List

VETERANS AND MILITARY SUCCESS CENTER

Email: vikingvets@csuohio.edu
vssp@csuohio.edu
Phone: 216-875-9996
Website:

VIKING CARD OFFICE

Email: vcard.office@csuohio.edu
Phone: 216.875.9888
Website: <https://www.csuohio.edu/vikingcard/vikingcard>

REGISTRAR'S OFFICE & GRADUATION INQUIRY

Email: registrar@csuohio.edu
Phone: 216.687.5411
Website: <https://www.csuohio.edu/registrar/registrar>

COMMUTER STUDENT SERVICES

Email: commuteraffairs@csuohio.edu
Phone: 216-687-2048
Website: <https://www.csuohio.edu/student-affairs/commuter-student-services-2>

DISABILITY SERVICES

Email: ods@csuohio.edu
Phone: (216) 687-2015
Website: <https://www.csuohio.edu/disability/disability>

HEALTH & WELLNESS CENTER

Email: healthandwellness@csuohio.edu
Phone: 216.687.3649
Website: <https://www.csuohio.edu/health/health>

CAREER CENTER

Email: careers@csuohio.edu
Website: <https://www.csuohio.edu/career-services/career-services>

PARKING SERVICES

Email: parking@csuohio.edu
Phone: 216.687.2023
Website:

FINANCIAL AID → ALL-IN-ONE

Email: allin1@csuohio.edu
Phone: 216.687.5411
Website: <https://www.csuohio.edu/all-in-1/all-in-1>

MOBILE CAMPUS & TECH STOP

Email: instructionaltech@csuohio.edu
Phone: 216- 687-5050
Website: <https://www.csuohio.edu/services-for-students/mobile-campus>

TUTORING & ACADEMIC SUCCESS CENTER

Email: tutoring@csuohio.edu
Phone: 216-687-2012
Website: <https://www.csuohio.edu/tutoring/tutoring>

LGBTQ+ CENTER

Email: lgbtq@csuohio.edu
Phone: 216-687-2324
Website: <https://www.csuohio.edu/lgbtq/lgbtq>

OFFICE OF INSTITUTIONAL EQUITY

Email: OIE@csuohio.edu
Phone: 216-687-2223
Website: <https://www.csuohio.edu/institutional-equity/institutional-equity>

COUNSELING CENTER

Phone: (216) 687-2277
Website: <https://www.csuohio.edu/counselingcenter/counselingcenter>

Helpful Apps for College



myVRC

“Gives your campus a constant mode of communication with your student veterans”. Access to CampusNet, BlackBoard and contacts for CSU Certifying Officials, Student Aid, GI Bill Comparison Tools, Mentors, and Ohio Means Veteran Jobs.



Rave Guardian

Allows connected students to contact campus security anonymously, receive alerts, set a virtual safety timer, contact 911 or security with the push of a button, can call security for a safety ride anywhere on campus, find assistance and resources with a custom directory, and access emergency procedures.



CSU Recreation Services

Register for programs offered at the Rec center, reserve court space, view reservations for programs, classes and court space, view available series sales, locker number and combination, transaction listings and facility visits that are directly connected to your account, view basic contact info for CSU Rec Services Staff, provide feedback and submit comments or questions to our staff.



ReachOut

Lets University students reach out to other students that may be facing similar problems and to correspond with students and counselors anonymously.



CamScanner

CamScanner will turn your device into a powerful portable scanner that recognizes text automatically, and allows you to edit pictures. Download this scanner app for free to instantly scan, save, and share any document in PDF, JPG , Word or TXT formats.



Outlook

“Gives your campus a constant mode of communication with your student veterans”. Access to CampusNet, BlackBoard and contacts for CSU Certifying Officials, Student Aid, GI Bill Comparison Tools, Mentors, and Ohio Means Veteran Jobs.



Blackboard App

This app includes Blackboard Collaborate with the Ultra experience - a synchronous web conferencing solution for high-quality virtual classes and meetings. With the Blackboard app, you can quickly view updates to your courses and content, take assignments and tests, view grades for courses, assignments and tests, participate in Collaborate sessions on the go.



Microsoft To Do

Allows you to “start each day with a clean outlook on the tasks you need to do, across all your devices”. You can add tasks and subtasks to help keep your day organized.



Tide

A focus app that provides soothing music, nature sounds, sleep, nap, meditation, and daily quotes to keep students motivated.



EverNote

Allows you to have a digital notebook, retrieve text from images, make to-do lists, scan physical documents, and save web documents and PDFs.



Quizlet

Study offline and online on the go! Quizlet lets you access study materials made by other users for free, make your own study packs, and it creates digital flashcards, games, and practice tests for free. You can also send and receive study materials you create to others.

***All apps listed are free!**

****Reach out to VSSP for more apps**

New Semester CHECKLIST

GETTING AROUND CAMPUS

- Take a tour of the campus or make sure you know where your classes are
- Come and visit the Veteran & Military Success Center and introduce yourself
- Drive to at least two parking lots or visit the bus stops you will use frequently
- Visit the campus bookstore
- Visit the library

ADMINISTRATIVE

- Log into your Outlook Email
- Log into Campusnet (Check schedule, financial aid/budget plan, etc)
- Log into Blackboard
- Contact financial aid and or the Veteran & Military Success Center about benefits
- Check class registration
- Pay Tuition or Enroll in a budget plan
- Use the Tips for Getting Organized Sheet
- Review everything in your Welcome Packet Filed Guide

ACADEMIC

- Find out who your adviser is and introduce yourself
- Read syllabi
- Buy/Rent books

- Review major assignments/projects
- Connect with your teachers and classmates

ESSENTIALS TO HAVE

- School supplies and backpack
- Viking Card ID
- Password for email and logging into campus computers
- CSU ID
- Parking Permit or RTA Pass
- Class Schedule
- Computer access (Mobile Campus has rental laptops)
- Check out and download helpful apps



Benefits Checklist

- Have you applied to the University?
- Have you completed the FAFSA (Free Application for Federal Student Aid)?
- Have you applied for Financial Aid?
- Have you applied for the GI Bill?
- Are you eligible for Federal Tuition Assistance?
- Do you have a list of any scholarships you will receive?
- Have you registered for your classes?
- Do you know your Social Security Number?
- Do you know your CSU Student ID Number?
- Do you have ALL your GI Bill Letters of Eligibility?
- Do you know which type of benefits you want to apply for?
- Do you have your bank account number and routing number?
- If you have previously used the GI Bill at another university, have you filled out a VA Form 22-1995 or VA Form 22-5495 (Change of Place Training)? These can be found at www.va.gov
- Have you submitted transcripts to the Office of the Registrar?

Contact Information

Email: vabenefits@csuohio.edu

Phone: (216)687-2053

VA Hotline: 888-442-4551 (888-G.I.BILL 1)

Student Responsibilities

1. Apply for Benefits
2. Submit your certification/letter of eligibility
 - a. We will accept a copy of your member 4 DD-214 and our certification request form if you are only able to verify that you applied for benefits.
 - b. Must have proof of eligibility for those who are National Guard scholarship recipients
3. Verification of enrollment (Chapter 30 and 1606 recipients)
 - a. The earliest enrollment can be verified is the last calendar day of each month
 - i. <https://www.gibill.va.gov/wave/index.do> (WAVE)
 - ii. 1-877-823-2378 (IVR)
4. Update the VA with any address or banking information changes
 - a. <https://www.ebenefits.va.gov/ebenefits/homepage>
 - b. <https://www.va.gov/>
5. Payment Rate Tables
 - a. BAH- pays at “E-5 with dependents” rate (EX: 9/12=.75; rounded to 80%)
 - i. <https://www.defensetravel.dod.mil/site/bahCalc.cfm>
 - b. Monthly Stipends
 - i. https://www.benefits.va.gov/GIBILL/resources/benefits_resources/ra_te_tables.asp

Cleveland State University Processing of Veteran Benefits

Submission of Letter/Certificate of Eligibility

1. We code you as “active” in our administrative system as a veteran and the chapter of benefits being used
2. We will automatically certify your enrollment for each term you are enrolled
 - a. If you chose not to use your benefits you will need to email us with your name, student ID, and the term for which you do not want to be certified
3. You will be installed on our budget payment plan each term you are enrolled
 - a. You will be protected from making any initial payments
 - i. You will still receive notices from our treasury department—IGNORE IT
 - b. You will not incur any late payments
 - i. Late fees will be assessed if your account is not paid in full by the last due date of the budget payment plan
 - c. You will not be dropped from your course(s)

Enrollment Certification Process

1. Enrollment is certified 30-45 days prior to the start of a term
 - a. For post 9/11 recipients—we enter \$0.00 for tuition and fees
 - i. Tuition and fees are requested once W's are assigned for a dropped course
 - ii. Our treasury department will not post any payment from the VA until after the refund schedule (4 weeks into a term)
2. Enrollment reports are run approximately every two weeks (the VA allows 30 days before we have to report enrollment changes)
 - a. All veteran benefit recipients are treated as one population

Helpful Information

- Undergraduate and Law students are full time at 12 hours and Graduate students at 9 hours
- The VA uses a 30 day rule for any month
 - Example: Classes began on 1/10/20—20 days for the month of January (stop counting on 1/30/20).
 - $1437/30 = \$47.90$ daily rate
 - $\$47.90 * 20 = \958 BAH payment for the month of January
 - $\$47.9088 = \383.20 BAH payment for the month of May
- You must be degree seeking
 - Cannot be certified beyond sophomore year unless a major is declared
 - Non-matriculated can only be certified for 2 semesters
- Alternate courses may impact your BAH rate
- Taking all distance (web) courses will result in a BAH payment rate of 50%
- Every term begins on a Saturday
- Changes in enrollment may cause delays with your payment(s)
- Changes made after the term begins may result in a shortage of payment (post 9/11 recipients)
- “Dropped” courses may result in a debt owed to the VA by the student
- “Withdrawals” may result in debt owed to the VA by the school
- Unsatisfactory grades may result in a debt to the VA
 - F's are not deemed unsatisfactory
- 4 credit hours in a 6 week session during the summer is the equivalent of 12 hours (full time)
 - $(\# \text{ of credit hours} * 18) / \# \text{ of weeks} = \text{credit hour equivalent}$
- We can certify practical training (co-op, internship) as clock hours (number of hours of training per week)
 - 22 hours per week is considered to be full time

Federal Tuition Assistance

How do I qualify for FTA?

- Be currently serving in the Army National Guard, and have completed at least one year of service from your Advanced Individual Training (AIT)/ Basic Officer Leaders Course (BOLC) graduation date
- Do not have an expiration term of service (ETS) or mandatory removal date (MRD) prior to completion of course(s)
- Service obligations for warrant officers and officers are subject to a four-year Reserve Duty Service Obligation (RDSO); or
- Two-year Active Duty Service Obligation (ADSO)

What do I get?

- FTA will pay up to 250\$ per semester hour for up to 16 semester hours per fiscal year
- Lifetime limit of 130 undergraduate semester hours
- Lifetime limit of 39 graduate semester hours
- FTA may pay toward the cost of tuition only if: The college/university is regionally or nationally accredited and is a GoArmyEd participant
- The funded course(s) meets a requirement in your documented degree plan from the school (this can include prerequisite courses)
- You maintain an undergraduate GPA of 2.0 for FTA-funded courses
- You maintain a graduate GPA of 3.0 for FTA-funded courses
- FTA may pay toward one credential at each of the following levels:
 - Undergraduate-level certificate
 - Associate degree
 - Bachelor's degree
 - Graduate-level certificate must not have already earned a master's degree to be eligible
- Exceptions: Initial state teacher certifications, chaplain certification or prerequisite for the Interservice Physician Assistant Program (IPAP) may be eligible after receiving a Master's degree
- Master's degree First professional degrees are not eligible (e.g., doctorate degrees, juris doctorates, etc.)
- Must have completed 10 years of service between completing a bachelor's degree with FTA funds and starting a Master's degree program using FTA funds

Which programs are not eligible for FTA?

- Courses leading to a credential that is lower or lateral to the highest credential you have already been awarded. Example: If you have a bachelor's degree (even if you came into the Guard with one), you cannot use FTA to pursue a second bachelor's degree or an associate degree.
- Any program that bundles tuition and fees together into a lump sum
- Continuing Education Units (CEUs) or courses that do not meet degree requirements

How do I apply?

- Create a GoArmyEd account. Establish a GoArmyEd Tuition Assistance account at www.goarmyed.com by checking "Student" under "Create/Activate GoArmyEd Account," then clicking the "Create/Active Account" button and entering all required data.
- Once you have set up an FTA account, you can begin requesting FTA. A few tips to keep in mind: You can apply for FTA up to 60 days prior to the start of your courses and must be approved prior to the course start date. We recommend signing up as early as possible as funding is based upon availability.
- You will submit an FTA request for each individual course you want FTA to pay for.
- If your school goes by quarter hour or clock hour, GoArmyEd will convert them into semester hours on the application.
- If your school has not been fully integrated into GoArmyEd (i.e., you have to physically enter your courses into each FTA request), then you will need to provide the following documentation, uploaded into your Education Record eFile: Cost Verification Statement: document such as billing statement/invoice specific to you that breaks out the cost of tuition and fees separately
- Class Schedule: document that shows all of the courses with their name, start date, end date, course number and number of credit hours
- All of these documents must have both your name and the name of the school on them and cannot be in an editable format
- After you complete six semester hours of FTA-funded coursework, you will need to provide a documented degree plan/student agreement to GoArmyEd. This document should list the courses required for completion of your degree, as well as the existing credits that are already being applied toward your degree

For more information:

Vist your <https://www.ohiohighered.org/veterans>

GoArmyEd Homepage at https://www.goarmyed.com/public/public_goarmyed-education_centers.aspx



Office of the University Registrar

Guide to Transfer Credit for Military Personnel

Military personnel may be evaluated for transfer credit eligibility upon receipt of an official transcript from the appropriate dispensing body.

Army, Navy and Coast Guard personnel obtain transcripts from the American Council on Education (ACE):

- Joint Services Transcript (JST) <https://jst.doded.mil>

ACE/JST transcripts make credit recommendations for each completed course. In general, CSU will give semester credit for courses assessed in the following categories:

ACE Category	CSU Equivalent
Lower division baccalaureate/associate degree	Lower division elective (CSU 1XXRR)
Upper division baccalaureate	Upper division elective (CSU 3XXRR)

Air Force personnel obtain transcripts from the Air University – Community College of the Air Force: <http://www.au.af.mil/au/ccaf/transcripts.asp>

Note: This document is intended as a guide only. Applicants must submit an admission application and supply all required documentation, including official transcripts, in order to obtain an official transfer credit evaluation.



Request Official Joint Services Transcript

How to have OFFICIAL Transcripts sent to post-secondary institutions

1. [Register](#) for a JST account.
2. Click on the 'Transcripts' tab at the top of the page, then click the 'Official Transcript Request' tab.
3. Type in the institute name or any part of the name and click 'search' or hit the enter key.

(Hint: the more unique the search the easier it will be to find in the results list.)

For example instead of typing in the 'Some Name University' you could type in 'Some Name'. You may need to scroll through the entire list to ensure you have the correct location.

QUICK TIP:

Do **not** use any punctuation when typing in the name of an institute.

If you receive 'no matches found' try using a smaller part of the name.

NOTE:

Some institutes only have one centralized site to receive all transcripts.

4. Verify delivery method.

After you click your desired institution you will be taken to the order page that will show your details (institution selected, your name, rate/rank, etc.). You will be asked if this is the institution you wish to have a transcript sent to. Pay attention to the delivery method.

NOTE:

Army and National Guard transcripts can only be ordered and delivered online. All other services, there are two types of delivery methods:

Delivery Methods:

ONLINE DELIVERY

You can order as many transcript as needed for on-line delivery.

Transcripts ordered by 11:59 PM central time will be delivered via the web on the next business day after ordered.

U.S. POSTAL SERVICE DELIVERY

Only 2 transcripts within 30 days can be ordered due to production and postage costs.

Hard copies will be mailed on the next business day after the transcripts are ordered.

Acknowledge Consent Statement

If the location is correct, you will need to click the box at the bottom of the screen stating you have read and agree with the consent statement, then click 'yes'. You will receive a confirmation page stating the request has been completed.

If the location is incorrect, click 'no' at the bottom of the page and you will be returned to the list of campuses to allow you to select the correct location.

You can see a history of where transcripts were sent and when they were ordered by clicking on the 'Official Transcript Request History' tab.

What if I can't find my Institute/School/Verification Service in the list?

If your institution or location is not in the list, make sure you have the name typed correctly and scroll through the list. If you still cannot find the institute or the location, you will need to fill out the Official Request Form (see link at bottom of page) and e-mail to JST Tech/Operations Center: jst@doded.mil

What if I need a transcript sent to an employer or other?

If the location is incorrect, click 'no' at the bottom of the page and you will be returned to the list of campuses to allow you to select the correct location. If your organization is not in the list, make sure you have the name typed correctly and scroll through the list. If you still cannot find the organization, you will need to fill out the Official Request Form (Special Mail) (see

link under JST Tech/Operations Center below) and e-mail to JST Tech/Operations Center: jst@doded.mil

Request Forms and Contact Information



Army and National Guard:

Toll Free: 1.888.276.9472

Log in at <https://jst.doded.mil> to order your transcript

Only if your institute is not listed should you use the following form: [Official Transcript Request Form \(Army\)](#).

Coast Guard

USCG ETQC

E-Mail: ETQC-SMB-RO@USCG.MIL

Fax: (757)366-6575

Log in at <https://jst.doded.mil> to order your transcript

In cases where an official transcript should go to a future employer, to a program manager, or to a special college program, please complete the special mailing form. [Official Transcript Special Mailing Request Form](#)

Marine Corps

JST Technology Operations Center

E-Mail: jst@doded.mil

Fax: Comm: 850.473.6013 DSN: 753.6013

Log in at <https://jst.doded.mil> to order your transcript

If you have problems ordering online, use the form located at: [Official Transcript Request Form \(Special Mail\)](#).

Navy

JST Technology Operations Center

E-Mail: jst@doded.mil

Fax: Comm: 850.473.6013 DSN: 753.6013

Log in at <https://jst.doded.mil> to order your transcript

If you have problems ordering online, use the form located at: [Official Transcript Request Form \(Navy\)](#).

An official website of the United States government

CLEVELAND STATE UNIVERSITY CAMPUS MAP



KEY TO BUILDINGS
Alphabetical Listing

CAMPUS MAP KEY

PARKING
For current pricing and lot updates, visit www.csuohio.edu/parking

- | | | | |
|---|------|---|------|
| AMC Annex..... | AA | Music & Communication..... | 🚲 MU |
| Parker Hannifin Administration Center..... | AC | Waetjen Auditorium, Drinko Recital Hall | |
| Allen Theater..... | AT | Parker Hannifin Hall..... | PH |
| Arts Campus..... | | Parking and Transportation Services..... | EC |
| Art Gallery..... | AG | Physical Education..... | 🚲 PE |
| Business Building..... | 🚲 BU | Robert Busbey Natatorium, Woodling Gymnasium | |
| Monte Ahuja College of Business..... | | Plant Annex..... | PA |
| Campus Safety..... | CS | Plant Services..... | PS |
| Cleveland State Police..... | | Recreation Center..... | 🚲 RC |
| Chester Building..... | CB | Rhodes Tower..... | 🚲 RT |
| Chester Building Annex..... | CA | Rhodes West..... | RW |
| Cole Center..... | CE | Science Building..... | SI |
| Euclid Commons..... | EC | Science & Research Center..... | 🚲 SR |
| Welcome Center; Undergraduate, Graduate and International Admissions; Parking & Transportation Services, Residence Life | | Student Center..... | SC |
| Fenn Hall (Formerly Stilwell Hall)..... | 🚲 FH | Viking Outfitters — CSU Books and Spiritwear | |
| Washkewicz College of Engineering..... | | Union Building..... | UN |
| Fenn Tower..... | 🚲 FT | NEOMED Campus at CSU, Health/Counseling Services | |
| Health Sciences..... | HS | Urban Building..... | 🚲 UR |
| Heritage Hall..... | HA | Glickman-Miller Hall, Maxine Goodman Levin College of Urban Affairs | |
| Julka Hall..... | JH | Wallingford Building..... | WA |
| College of Education and Human Services | | Wolstein Center..... | WO |
| School of Nursing..... | | Bert L. & Iris S. Wolstein Center, Henry A. Goodman Arena | |
| Keith Building (Temporary)..... | KB | Wolstein Center Pavilion & Banquet Center..... | WP |
| Law Building..... | 🚲 LB | Gerald H. Gordon Conference Pavilion | |
| Bert L. Wolstein Hall, Cleveland-Marshall College of Law | | | |
| Law Library..... | 🚲 LL | | |
| Library..... | RT | 📞..... Emergency Telephones | |
| Michael Schwartz Library..... | | 🚲..... Bike Rack Locations | |
| MAGNET Building..... | CM | 📍..... RTA Health Line Stop Locations | |
| Main Classroom Building..... | 🚲 MC | 📍..... Zipcar Location | |
| Mather Mansion..... | MM | 📍..... RTA Trolley Stop Locations | |
| Middough Building..... | MB | 📍..... Neighborhood Parking Lots | |
| Arts Campus..... | | | |
| | | 🏧..... Huntington Bank ATM | |

Visitors to Campus may pre-pay for parking by the hour in Lot 22 (Student Center). Pay-as-you-exit parking is available in South Garage (SG) and Prospect Garage (PG). Short-term metered parking is available on city streets, E. 24th Street and Lot 66. Meters accept U.S. quarters only.

Faculty, Staff and Students may purchase a prepaid parking hangtag via CampusNet for the campus core (Green) or perimeter parking (White). Evening hangtags are available for access after 5 PM only. Daily parking is allowed with prepaid Green or White scratch-off permits available in the parking office. Overnight parking is not included. Cash may be accepted by booth attendants on Saturdays or during special events.

State of Ohio Disabled Parking Permit, either temporary or long term, is required for parking in areas designated for persons with disabilities. CSU has more than 160 spaces. Please note that a proper payment is required. Permits can be obtained from the Ohio BMV, <http://bmv.ohio.gov/>

Parking is offered based upon availability. All hangtags and daily usage scratch-off permits must be purchased in advance. Parking Fees and Policies are applicable at all times. The Parking Office is located in Euclid Commons. Parking lot use parameters are subject to change. Check www.csuohio.edu/parking for updates.

Lot	Hangtag	Scratch-Off	
10	W E	W	
11	W E	W	
20	G E	G	
21	Disabled Parking		🚫
22**	Visitors; PlayStation (exact change only)		🚫
40	Metered & Disabled Parking		🚫
50	W E	W	
51	W E	W	
54	W E	W	
57	W E	W	🚫
61	G E	G	🚫
62	G E	G	🚫
66	Hourly Meters		🚫
80	W E	W	
90	W E	W	🚫
CG*	G E	G	🚫

Lot	Hangtag	Scratch-Off	
EG*	G E	G	🚫
MG**	G	G	🚫
PG*	G Hangtag; Visitors Parking (hourly rate)		🚫
RG**	Visitors Parking (meters only)		🚫
SG*	G/W Hangtag; Visitors Parking (hourly rate)		🚫
UG**	G	G	🚫
WG*	G E	G	🚫

Parking Key:
 🚫 Disabled parking spaces available
 * Garage parking
 ** Under the building parking

Color Key:
 W White
 G Green
 E Evening

Alternatives to CSU Parking:
 1) Choose RTA, 2) use metered parking (managed by the City of Cleveland), 3) choose a private company neighborhood parking lot, or 4) borrow a Zipcar on campus 24/7!

TRANSPORTATION



There are a number of options to reduce the impact of your commute to campus. Whenever you can, choose to walk, bike, ride transit, or carpool to campus and to off-site meetings/events. Explore all the options below!

[Public Transit](#) | [Car-sharing](#) | [Carpooling](#) | [EV Charging Stations](#) | [Cycling](#)

[Scooters](#) | [Campus Electric Vehicles](#) | [Video Conference Facilities](#)

The campus [parking map \(pdf\)](#) includes RTA stops, bike racks, and Zipcar locations.

[PUBLIC TRANSIT](#)

U-Pass

[U-Pass](#) allows all main campus students to ride free of charge on all Greater Cleveland RTA buses and rapid trains during each academic semester. CSU offers the U-Pass to all students who take a minimum of one credit hour. This pass allows students to rely on public transportation at a minimal cost while reducing the emissions of commuting to and from campus.

Commuter Advantage for Faculty and Staff

This program allows eligible faculty and staff to purchase RTA monthly bus passes via payroll deduction. The payroll deduction option means that the expense for the pass will be paid with pre-tax dollars and can provide employees with a tax benefit of up to \$200 per year. You also have the convenience of the automatic payment for the pass.

Learn more about the [RTA Commuter Advantage](#) program or [sign up](#) for Commuter Advantage.

RTA Cleveland State Line

The Cleveland State line consists of 16 buses that connect communities along the West Shore to the main campus. The line is split into 4 lines, the 55, 55A, 55B, and 55C. Using public transportation greatly reduces the vehicle miles traveled by an individual which reduces emissions and saves costs relating to fuel and parking.

For routes and trip planning assistance, visit [RTA Cleveland State Line](#).

RTA Park and Ride

Park and ride options allow commuters who do not have a bus stop near their home to park at a designated location and ride the bus to campus. There are three Park-N-Ride routes available through RTA. The Westlake Park-N-Ride 246, the Strongsville Park-N-Ride 251, and the North Olmsted Park-N-Ride 263. The Euclid Park-N-Ride is no longer in service, however, the Lakeshore Flyer 39F makes limited stops to the Park-N-Ride stop in Euclid.

[Westlake Park-N-Ride](#)

[Strongsville Park-N-Ride](#)

[North Olmsted Park-N-Ride](#)

[39F with Service to Euclid Park-N-Ride](#)

[Park-N-Ride Lots in Cuyahoga, Lake, Lorain & Medina Counties](#)

RTA HealthLine

The [RTA HealthLine](#) connects Public Square to East Cleveland and passes through Cleveland State along Euclid Avenue.



Laketrans

Laketrans offers [Park-n-Ride](#) service connecting Lake County and Downtown Cleveland. With a valid CSU ID, students can ride **Laketrans Park-n-Ride Routes 10-13** for just \$1.50 each way.

Operating Monday through Friday from 5:30 a.m. until 6 p.m., Laketrans has 18 daily departures from 9 different locations in Lake County. Park-n-Ride buses are equipped with **on-board bike racks** to help you get to your final destination or you can [transfer free to Greater Cleveland RTA](#).

Laketrans [Rider Tools](#) include a trip planner, real-time map, next bus departure text messaging, text and email rider alerts, and a [mobile app](#) that offers quick access to all of these tools.

Laketrans offers a [free trial on Park-n-Ride](#) to give it a try. For route suggestions or more information, contact Kerry Jonke at 440-350-1008.

Free Downtown Trolleys

Several free trolley routes provide downtown employees, residents and visitors a quick way to get to the most popular destinations in the city. Each line runs with a ten minute service interval and all RTA trolley routes are "free with a smile!"

E-Line serves the Warehouse District on W 9th and W 6th streets, Public Square and Tower City, the Entertainment District on E 4th Street, the theaters in Playhouse Square, **Cleveland State University**, and other commercial spots on Lower Euclid Avenue. [Click here for route map and schedule.](#)

B-Line circles Superior and Lakeside Avenues between W 6th Street in the Warehouse District and E 12th Street. It serves the State Office Building, Public Square and Tower City, Cleveland Public Library, the Convention Center, Cleveland City Hall, the Federal Office Building, Cuyahoga County offices and many other commercial locations. [Click here for route map and schedule.](#)

C-Line connects from the Horseshoe Casino and Public Square to area hotels like the Residence Inn Cleveland, Wyndham Hotel, Ritz-Carlton, Renaissance Cleveland, Hyatt Regency, Holiday Inn Express, Embassy Suites, Hampton Inn and the Downtown Marriott. It also serves the Warehouse District and theaters in Playhouse Square. [Click here for route map and schedule.](#)

NineTwelve Trolley serves the NineTwelve District between East 9th and East 12th streets. Hours are 5:45 a.m. – 9:00 a.m. and 2:45 p.m. – 6:00 p.m. Monday – Friday. Services the Quicken Loans Arena parking garage and the Lakefront Municipal Parking Lot. [Click here for route map and schedule.](#)

For more information or access to hyperlinks, please visit <https://www.csuohio.edu/sustainability/transportation>

TIPS FOR GETTING ORGANIZED

- ❑ Complete College New Semester Checklist
- ❑ Get a planner/calendar and start using it now to make it a habit
- ❑ Prioritize what you need to do in order of importance and time (you have to complete it and how much time it will take)
- ❑ Break down large assignments into smaller chunks
- ❑ Write down exam dates in your planner/calendar
- ❑ Get familiar with Outlook Calendar and schedule or block off some focus time
- ❑ Use a separate notebook, folder, or and or binder for each class and label them
- ❑ Review your to-do list or planner at the beginning of each week and each month
- ❑ Check your email once a weekday
 - Delete unnecessary emails, filter spam, and unsubscribe from junk mail
- ❑ Pack your backpack the night before
- ❑ Become familiar with Outlook Onedrive (if you forget a flashdrive or forgot to print you can access the file anywhere on campus when you log in)
- ❑ Make a documents folder for each class on your computer (also try organizing by year/semester)
- ❑ Know when you are most productive and plan work around those times
 - Pro tip: DON'T FORGET TO SCHEDULE TIME TO RELAX
- ❑ Create an assignment checklist for each class
- ❑ Take care of yourself by finding ways to engage in hobbies, relax, socialize, workout, etc.
- ❑ Introduce yourself to your teachers early on so if you need to talk to them, they already know who you are.
- ❑ Reach out to the VSSP Team if you need assistance!

PRIORITIZE MY STUDY

Exam Date: _____ Time: _____

<input type="checkbox"/>
<input type="checkbox"/>

WEAK AREAS	STRONG AREAS
Priority 1: Study Now!	Priority 2: Study Later
NOTES	