



www.metro-college.com

# Newsletter

Sept. 18—Oct. 1, 2017

## MC Information

### Fall 2017 Student Agreement Information

If you do not sign your agreement prior to your school's tuition deadline, you will be responsible for late fees and/or reinstatement fees if your classes were dropped for non-payment, and/or a financial hold will be placed on your account, preventing further enrollment activity. Contact a student development counselor for further information.

NOTE: The fall 2017 agreement signing deadline is Oct. 16, however this deadline only applies to students who cannot sign the agreement by the school's tuition deadline due to not meeting the Metro College signing criteria (i.e. incomplete financial aid, not being enrolled, not being an active UPS employee, etc.)

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### CAPP Completion for Spring 2018

It is time to complete CAPP requirements to sign your spring 2018 student agreement. Schedule your resume and/or mock interview appointments on your MyMC Page now to ensure convenient appointment times. Appointments scheduled after October are subject to be less convenient for a third-shift work schedule. Contact a student development counselor with any questions.

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### The 2018-19 FAFSA is Coming!

The 2018-19 FAFSA will be available Oct. 1 for submission at [www.fafsa.gov](http://www.fafsa.gov). Keep in mind that you will use 2016 income tax data for this application. Metro College students who have signed at least one student agreement, must have an official and complete FAFSA in order to sign student agreements. Be sure to monitor your Student Self-Service or ULink account to complete additional steps with the Financial Aid office to prevent a delay in signing your agreement.

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### Announcing the MC Online Career Guide Program!

Interested in connecting with industry professionals for career guidance? Whether you're seeking career advancement opportunities at UPS or desire career opportunities outside of UPS, one of the best ways to prepare for your next career goal is to gain insight from industry professionals. Connect with industry professionals in your career field for valuable career advice: Resume Review, LinkedIn Profile Review, and/or Career Portfolio Review. To learn more, log in to your MYMC page at [www.metro-college.com](http://www.metro-college.com) or contact a Student Development Counselor.

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### Fall 2017 Book Reimbursement Submission Information

The book reimbursement form is now available for submission on your MyMC Page. Once you complete the form, print the summary page, sign and date it, and turn it in, along with your original receipts to one of the MC drop boxes located at each entrance to the UPS Air Park. The summary page and receipts must be submitted to the drop box by **midnight, Oct. 16.**

JCTC Students: Check your Self-Service account to see if you have a Digital Content or MyLab Plus charge(s) on your semester bill. These charges are NOT tuition charges covered under MC benefits, however the charges are eligible for book reimbursement. Contact the Bursar's office to either pay or to verify your financial aid award(s) will cover the charges. You will need to get an itemized receipt from the Bursar's Office to turn in for reimbursement.

## Deadlines & Important Dates

### Metro College

Oct. 16—Fall 2017 Student Agreement Signing and Book Reimbursement Deadline

### JCTC

Oct. 1—Spring 2018 Registration begins  
Oct. 2-3—Fall Break (no classes; offices open)  
Oct. 9—Mid-Term/Last day to change from Credit to Audit/Last day to withdraw without instructor's signature and receive a "W"

### UofL

Sept. 18—Last day to withdraw with 25% tuition credit  
Sept. 29—Last day to apply for degree  
Oct. 9-10—Mid Term Break (no classes; offices open)  
Oct. 20—Last day to withdraw  
Nov. 3—Spring 2018 Registration begins

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### Check Your MyMC Messages

Have you logged on to your MyMC Page lately? Did you know we send you messages throughout the year that serve as reminders, provide information, and identify actions you need to take to receive MC benefits?

We encourage you to check your messages at least once a week throughout the year. Now is the time to review your messages to ensure you receive your MC benefits. In addition, if you have any questions about the MC program, school, or work, you can send a student development counselor a message through the "Ask A Counselor" section. The counselors can provide you with the correct information or refer you to the appropriate department or person. Responses will be provided within one business day.



## UofL Information

### University Writing Center Open

The Writing Center is now open to serve all UofL students, faculty, and staff. Our consultants provide feedback on writing at any point of your writing process. Visit <http://louisville.edu/writingcenter> to schedule appointments, view the writing group schedules, and browse our writing resources.

### Cards Career Connection Powered by Handshake

Need a career counseling appointment? Looking for a federal work study position, internship, or job? The Career Development Center (CDC) introduces Cards Career Connection powered by Handshake to replace Cards CareerLink. The all-encompassing interactive web platform connects students and alumni with jobs, employers, and CDC staff members. Login today at <https://louisville.edu/career/cards-career-connection>.

### What Careers Have You Explored Lately?

Have you ever wondered if your career will be around and thriving when you graduate? [O\\*NET OnLine](#) keeps updated information on careers, such as descriptions of daily work, expected salary, and employment trends. Visit the Career Center's [website](#) for more info!

### Homecoming 2017

Homecoming Week is coming! Participate in Homecoming events starting with the Lip Sync Battle on Sept. 21 in Strickler Hall, Room 101 from 7:00 p.m.—10:00 p.m. Come cheer on your fellow cardinals as they compete in our lip sync battle!

For a full list of Homecoming activities, visit <http://louisville.edu/alumni/homecoming>.

### Finance and Accounting Internship Opportunities at UPS

UPS Finance and Accounting currently has openings for internships. If interested, you will need your most current and updated resume to apply. Contact a Student Development Counselor to ensure your resume is formatted appropriately for these positions. Please keep the following in mind, intern positions are paid positions; the commitment is generally 1 year; and part-time and full-time positions may be available.

To apply, you can go to [upers.com](http://upers.com) and search for career opportunities or you can follow this [link](#), click on UPS internal job site and select Co-op/Intern.

For more direct communication, please reach out to Katina Barbee at 502-359-7869 or [kbarbee@ups.com](mailto:kbarbee@ups.com).

### Living Away from Home for the First Time?

Living away from home for the first time? Feeling the freedom or already homesick? Make sure to get involved in campus activities. It's a way to build new friendships that may just fill that void if you miss your family. If you are experiencing overwhelming sadness being away from home, please contact the Counseling Center at 502-852-6585. If you're not sure how to get the help you may need, contact the Dean of Students Office at 502-852-5787 or [dos@louisville.edu](mailto:dos@louisville.edu).

### Flu Season is Coming; Get Your Flu Shot Today!

Students, faculty, and staff can get free flu shots through UofL Campus Health Services now! Visit <http://louisville.edu/campushealth/services/flu-care-shots/flu-shot-schedule> for a schedule of times and locations and to download the consent form. Flu shots are also available on a walk-in basis at the Cardinal Station Center Clinic and the Health Sciences Center Clinic.

### UofL Student Complaints

Students are encouraged to resolve complaints with the person or department with whom they have a dispute. However, should this approach fail or be inappropriate, students may submit written complaints through the online complaint form, at <http://louisville.edu/student/form/studentcomplaintform>. Once received, the complaints will be forwarded to the appropriate academic area or administrative unit for review. If you have questions regarding the process, please contact Samantha MacKenzie, Student Advocate at (502) 852-5787.

### Cards Speak

Have you ever been concerned about a friend in crisis and not sure what to say to help them? Kognito At Risk is an online suicide prevention training program available for the UofL community. Kognito uses an interactive and visual format, allowing students to practice conversation skills in a safe environment. This training helps students promote mental health and prevent suicide. Anyone can complete the program 24/7. Learn more by visiting <https://louisville.edu/dos/facultystaff/kognito-online-training>.

### Student Orientation Staff is Recruiting for 2018

Become an SOSer! The Student Orientation Staff is now hiring our team for 2018. Visit [UofL.me/sosers](http://UofL.me/sosers) for information about upcoming interest sessions and the application process. **Applications will be accepted Oct. 2—12.**

### Nominate Your Parent for Parent of the Year!

Recognize your parent(s)/guardian(s)! All UofL students are eligible to nominate their parent(s)/guardian(s)/caregiver(s) for this award. Every nominee will receive special recognition on Homecoming Weekend at the 2017 Parent of the Year Reception on Sun., Oct. 15. **Nomination deadline is Sept. 29.** Visit <http://louisville.edu/parents/events/events/parent-of-the-year> to complete the nomination form.



### Spring 2018 Registration Begins Oct. 1 for JCTC

Do you know what classes you need to take for the spring 2018 semester? If not, now is the time to meet with an academic advisor to review or revise your academic program plan. Academic advisors are available on each campus on an appointment and walk-in basis. Visit [https://jefferson.kctcs.edu/academics/advising\\_center/index.aspx](https://jefferson.kctcs.edu/academics/advising_center/index.aspx) for campus-specific information.

Keep in mind, once you register for classes, come in to sign your student agreement!

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### JCTC Parking and Transportation Info

Beginning fall 2017, JCTC will charge \$25 for a parking pass each fall and spring semester. This charge will NOT be covered by your Metropolitan College benefits, so plan accordingly. You must request the parking pass on your Student Self Service account and then once you receive a confirmation email, you will need to pick it up from the Bursar's office. For your convenience, instructions on how to request and pay for your parking pass are posted on your MyMC Page.

Also beginning fall 2017, JCTC students, with a valid Student ID, will be able to ride TARC for free. If you have any questions, please contact a Student Development Counselor.

### ULtra News

#### Transfer Days

Get connected to an advisor from your UofL major by attending the ULtra Transfer Day, taking place at JCTC Southwest Campus on Oct. 16, in the Lobby of the Social Science Building from 10:30 a.m.—1:30 p.m. Speak with UofL advisors from your major to build your academic plan, learn about additional courses to take before transferring, and get an official transcript evaluation. Bring a copy of your unofficial transcript, if you have attended another institution other than JCTC.

#### L.E.A.D.

L.E.A.D. stands for Leaders Exploring Advanced Degrees. This series of programs is designed to expose students to the realities of admission to graduate and professional programs at the University of Louisville. Each L.E.A.D. visit usually includes an admissions presentation and tour of facilities. Some programs may include a mock lecture and/or a student panel. Lunch with the program representatives is provided for an informal Q&A session. **All events are held from 10:00 a.m.—1:00 p.m.**

Upcoming L.E.A.D. visits:

**Oct. 13**—Nursing

**Oct. 27**—Business

**Nov. 10**—Law

**Nov. 17**—Education

To register, go to [louisville.edu/ultra/lead](http://louisville.edu/ultra/lead).

#### Dental Hygiene Program Changes

Are you planning to apply to the Dental Hygiene program at UofL? Please be aware the admissions deadline has changed. For information on these changes please see the [School of Dentistry—Dental Hygiene Program](#) website.

For more information on ULtra, visit [www.louisville.edu/ultra](http://www.louisville.edu/ultra).

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### JCTC Tutoring Services

JCTC offers tutoring services at the Learning Commons and in each of its math labs. Tutoring services and hours vary by campus, so go to <http://jefferson.kctcs.libguides.com/free-tutoring> to learn more about this academic resource available to you.

Interested in becoming a tutor at JCTC? You must have received an “A” in ENG 102, MAT 150, BIO 112 or BIO 137; Obtain two professional recommendations, at least one from your professor; and have successfully completed at least one semester of college coursework at JCTC. Applications are accepted throughout the year at each campus Learning Commons. If an opening is available that meets your qualifications, you will be contacted for an interview. For more information, go to <http://jefferson.kctcs.libguides.com/free-tutoring/apply-to-tutor>.

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### KCTCS Easy Refund Program (BankMobile)

In order to receive any residual money from Financial Aid or tuition reimbursement, you must select a method for receiving any refunds. KCTCS has partnered with BankMobile Disbursements, a financial services company focused solely on higher education, to process student refund payments. You have the choice of receiving any refunds by and ACH transfer to a bank account of your choice, paper check mailed to the student address on file, or refund to a BankMobile Vibe account, and FDIC insured checking account offered by BankMobile Disbursements. For additional information, please visit [www.refundselection.com](http://www.refundselection.com).

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### Contact Us

**HR Representatives- UPS:**  
502-247-1875

**Available:**  
Mon.-Fri. 10 p.m. – 3 a.m.

#### UPS Support Staff:

**Kim Saylor**  
Office: 213-4525  
[ksaylor@ups.com](mailto:ksaylor@ups.com)  
**Available:** Mon.-Fri. 9 a.m.—5 p.m.

#### Student Development Counselors:

**MC On-campus offices**

**JCTC DT:** 502-213-4520

**JCTC SW:** 502-213-7376

**UofL:** 502-852-2749

#### Available:

Mon./Thurs. 9 a.m.-5 p.m.

Tues./Wed. 9 a.m.-6 p.m.

#### Earn & Learn

EDCOR questions: 1-800-850-5181

HRSC: 1-855-877-4772