



IT STARTS HERE.



New Student Orientation Packet

THE PIEDMONT PROMISE



To provide an educational experience that is *personal* in approach, *passionate* in application and *practical* in impact.



JAMES MAGAZINE
2019



What's NEXT?

Set up your Student email: [Click here](#)

Get to know *(click on each for more information)*

[Self Service](#)

[Canvas](#)



IT Department

Self-Service (<https://selfservice.piedmont.edu/>)

Go to Self Service first to set up your new password.

- Your Self Service username will be the first initial of your first name and your entire last name, along with your birth month and day (e.g. jdoe0101).
- Your default password is the last 4 digits of their SSN followed by the word "Piedmont" (e.g. 7564Piedmont).
- After success- fully logging in, you will be prompted to change your password.

Office 365 Email (mail.office365.com)

Your Email address will be the first initial of your first name and your entire last name, along with your birth month and day. **Your email will end with @lions.piedmont.edu**

- Log in here with your complete email address (e.g. jdoe0101@lions.piedmont.edu)
- Office 365 Downloads- <https://portal.office.com/OLS/MySoftware.aspx>
- ❓Install on up to 5 devices. (Windows/Android/Apple)

PilgrimNet (www.piedmont.edu/pilgrimnet)

- Your PilgrimNet username will be the first part of your email address without the "@lions.piedmont.edu" part. (e.g. jdoe0101).
- If that does not work, try using "lions\" in front of your username. (e.g. lions\jdoe0101)



Procedures to Verify the Identity of the Distance Learning Student.

Procedures to Verify and Protect the Identity of the Distance Learning Student

Piedmont University outlines the following procedures to effectively verify student identity in online courses and protect identity:

Piedmont University issues each student a seven-digit student identification number at time of initial registration. This student ID becomes the unique identifier for the student throughout his/her academic career at the University. The student ID is required to access to all University resources.

Additionally, a secure email address is assigned to each student upon enrollment. This email address is unique in that it consists of the student's first letter of the first name, last name, plus a four-digit numeric component which is the student's birth month and day (e.g., jsmith0123@lions.piedmont.edu). The student creates an eight-digit, alphanumeric password that uniquely identifies and provides access to university resources. Once established, these credentials act as a student's credentials for all of Piedmont's online resources (student email, Canvas, PilgrimNet, etc.). Students accept responsibility for the security of their passwords.

Procedures for Assuring Distance Learning Student Identity:

Secure Email and Password: Each distance learning student gains access into the Canvas system by using their pre-established credentials mentioned above. Once registered, students are automatically assigned to the appropriate Canvas course sections for the current term.

New techniques or technologies intended for distance learning student verification must be reviewed and approved by the Chief Information Officer prior to implementation of the process.

Privacy:

Piedmont University protects the privacy of all students, including distance learning students, through the strict adherence to the rules of the Family Educational Rights and Privacy Act of 1974 (FERPA). The official FERPA statement is available for student and public view through the University web site. University employees receive annual training in FERPA regulations.

Fees:

There are no additional charges associated with verifying student identity.

Academic Integrity

In accordance with the mission statement at Piedmont, it is the responsibility of each member of the Piedmont community to promote an atmosphere of academic integrity and an understanding of intellectual honesty that adheres to the highest standards of professional and personal conduct.

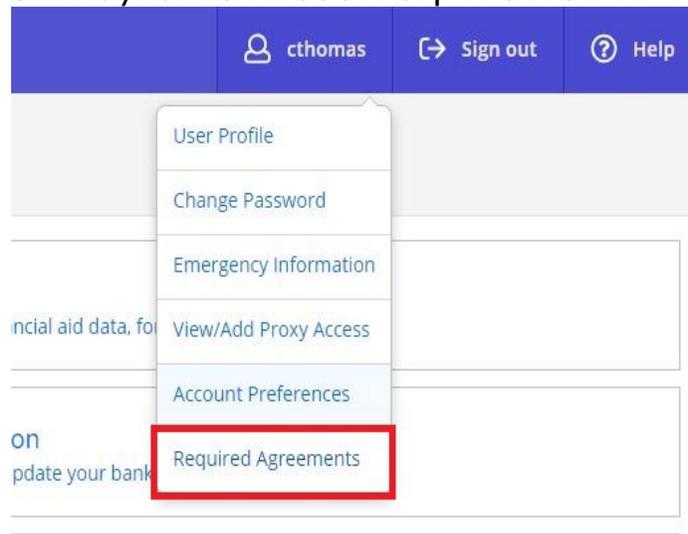
- To protect intellectual and scholarly integrity, the University imposes strict penalties for academic dishonesty, which is defined as follows.
- **Cheating** – intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise.
- **Fabrication** – intentional and unauthorized invention or falsification of any information or citation in an academic exercise or altering official university records or documents.
- **Facilitating academic dishonesty** – intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
- **Plagiarism** – intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

IMPORTANT: How to Accept your financial agreement

Please note – the Financial Agreement must be completed before registration may be entered.
Students will not be able to register until they complete the financial agreement.

To complete the Financial Agreement students should:

- Log on to Self Service [here](#) or at selfservice.piedmont.edu.
- Select your name at the top of the screen.



- Select “View” for the Student Financial Agreement for the term that you are registering for.

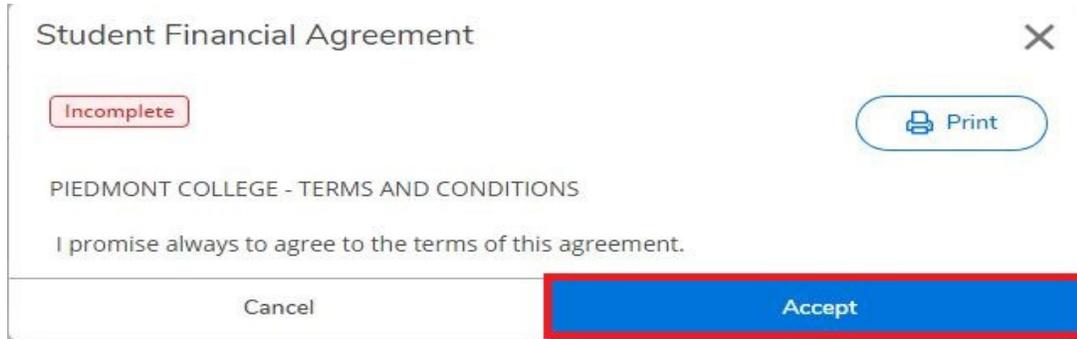
[User Options](#) > Required Agreements

Required Agreements

Title	Agreement Period	Due Date	Status	Action
Student Financial Agreement	Fall 2019	10/11/2019	Incomplete	View

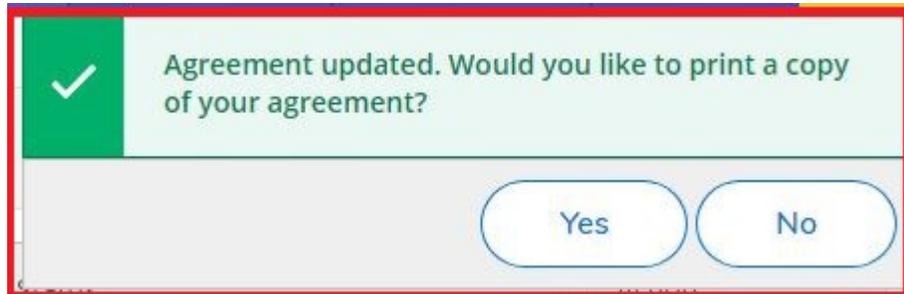
How to Accept your financial agreement

- Select “Accept” for the Student Financial Agreement.



The screenshot shows a dialog box titled "Student Financial Agreement" with a close button (X) in the top right corner. Below the title, there is a red "Incomplete" status indicator and a "Print" button with a printer icon. The main text reads "PIEDMONT COLLEGE - TERMS AND CONDITIONS" followed by "I promise always to agree to the terms of this agreement." At the bottom, there are two buttons: "Cancel" and "Accept". The "Accept" button is highlighted with a red border.

- You will receive confirmation that you have completed the agreement



The screenshot shows a confirmation dialog box with a green checkmark icon on the left. The text reads "Agreement updated. Would you like to print a copy of your agreement?". Below the text are two buttons: "Yes" and "No". The entire dialog box is highlighted with a red border.

- You are done! The status will change to “Accepted” with the date of completion.
- For any questions regarding the Student Financial Agreement please contact Student Accounts at biz@piemont.edu.

Parking & STUDENT IDs

DEMAREST STUDENTS:

Parking Permits and student ID's are distributed by Campus Police located in the Getman-Babcock Building

Campus police contact info:

706-939-1349

706-939-1350

CampusPolice@piedmont.edu

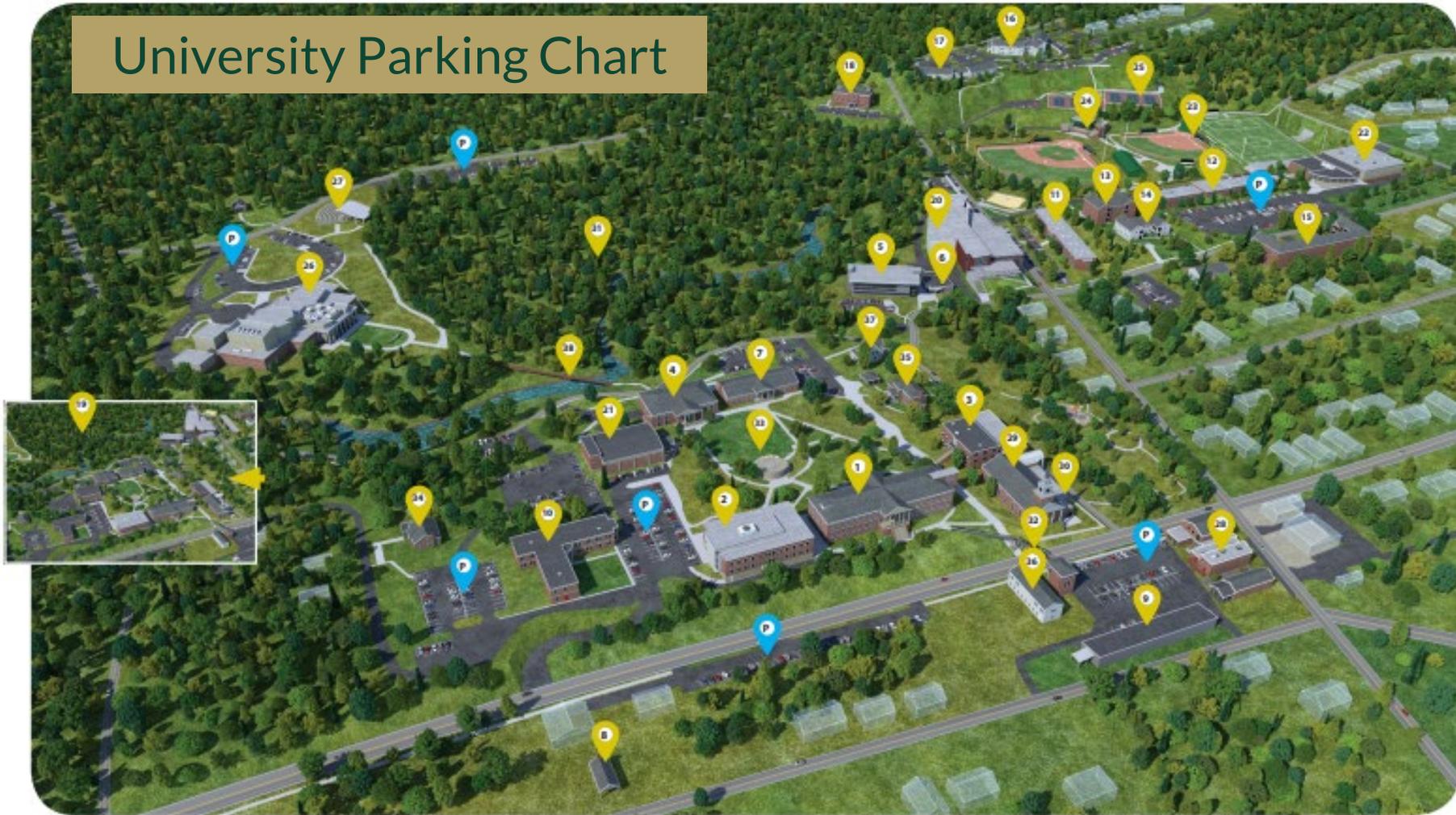
ATHENS STUDENTS:

Parking Permits & Student ID's are distributed at the front reception desk as you enter the Athens building. Parking in the back.

Online students are not required to have a parking permit. If you desire to obtain a student ID please [click here](#).



University Parking Chart



DEMOREST CAMPUS



Student Parking Regulations: On-Campus only

- *All students, faculty and staff must register their vehicles and display the assigned permit on each registered vehicle's rear-view mirror. Failure to comply will result in a \$100 fine.*
- Students are allowed to park in any parking lot or space EXCEPT a RED Lot or RED Space.
- RED Lots are Lots A, B, C and the Lot at the end of the Student Commons.
- RED Spaces are located in various lots on campus.
- GB Students ONLY are allowed to park in Lot A (behind GB) and Lot B.
- Parking is allowed along the Demorest City Park on Massachusetts Blvd and in the Amphitheater Lot.
- Shuttle pickup available in the Amphitheater Lot during fall and spring semesters. Regulations are strictly enforced Monday – Friday from 7:30 a.m. to 5:30 p.m. After 5:30 pm and on weekends, RED lots and spaces are open for student parking unless otherwise stated.
- Visitor Spaces are for Visitors ONLY, no student, faculty or staff allowed to park in these spaces.
- Handicap Parking is ONLY for people displaying the proper handicap permits on their vehicles. This rule is in effect day and night. Citations will be issued. NO exceptions.
- Inclement weather does not permit students, faculty or staff to park in non-designated lots or visitor parking.
- Parking citations will be issued for illegally parked vehicles. Multiple citations will result in all parking privileges being revoked and/or vehicle being towed at owner's expense.
- If you have any questions, please read the student handbook pages that pertain to parking regulations, visit <http://www.piedmont.edu/campus-safety> or call Campus Police at 706-433-1789 or 706-968-4453.

PARKING REGULATIONS ARE STRICTLY ENFORCED

Piedmont University Athens Campus



Athens Campus

1282 Prince Avenue, Athens, GA 30606

Parking is in the back

Our Athens campus is conveniently located just northwest of downtown. You'll find our admissions team and classroom space located in a new, four-story brick building at the intersection of Prince Avenue and Oglethorpe. This new 32,700 square foot building is conveniently located within walking distance of Athens' vibrant and historic downtown district. Piedmont opened an Athens campus 25 years ago. And this relocation illustrates the institution's enduring commitment to the Athens-Clarke County community.

FINANCIAL AID information:

Graduate Students: Procedures for Obtaining Financial Aid

Please follow the steps below to obtain student loans.

- STEP 1: Complete the FAFSA (Free Application for Federal Student Aid)**
- STEP 2: Complete Entrance Counseling**
- STEP 3: Complete a Master Promissory Note**
- STEP 4: Accept your Loans on PilgrimNet (www.piedmont.edu/pilgrimnet)**

STEP 1: Complete the FAFSA (Free Application for Federal Student Aid)

- To apply for student loans, complete the FAFSA at www.fafsa.ed.gov.
- This application must be completed annually.
- Allow 2-4 weeks for processing.

STEP 2: Complete Entrance Counseling

- Go to www.studentloans.gov and select the link for “Complete Counseling” and select “Complete Loan Counseling” and click “Start” beside Entrance Counseling.
- The Entrance Counseling needs to be completed only once while at Piedmont, unless you are starting new program or degree.

STEP 3: Complete a Master Promissory Note

- Go to www.studentloans.gov, select “Complete Loan Agreement (Master Promissory Note)”, and choose the “Subsidized/Unsubsidized” option (**not** the “Graduate Plus”).
- The Promissory Note needs to be completed only once, not annually.
- **STEP 4: Accept your Award on PilgrimNet (www.piedmont.edu/pilgrimnet)**

FINANCIAL AID information:

What happens next?

- After the Financial Aid Office receives your FAFSA information from the U.S. Department of Education and you have been accepted to Piedmont, we will review your eligibility and award you a student loan.
- Your loan will be placed on PilgrimNet for you to accept or decline. We will send an email notification when this is available.
- When you have accepted your award and completed all the requirements, your financial aid will be approved.
- The loan funds will be sent directly to the school mid-semester.
- Refund checks are mailed to students beginning mid-semester.

 **QUESTIONS:** Contact the Financial Aid Office at gradaid@piedmont.edu or call 706-776-0114

TO RESOLVE FINANCIAL AID APPLICATION OR TECHNOLOGY QUESTIONS PLEASE CALL:

FAFSA: 1.800.4.FED.AID

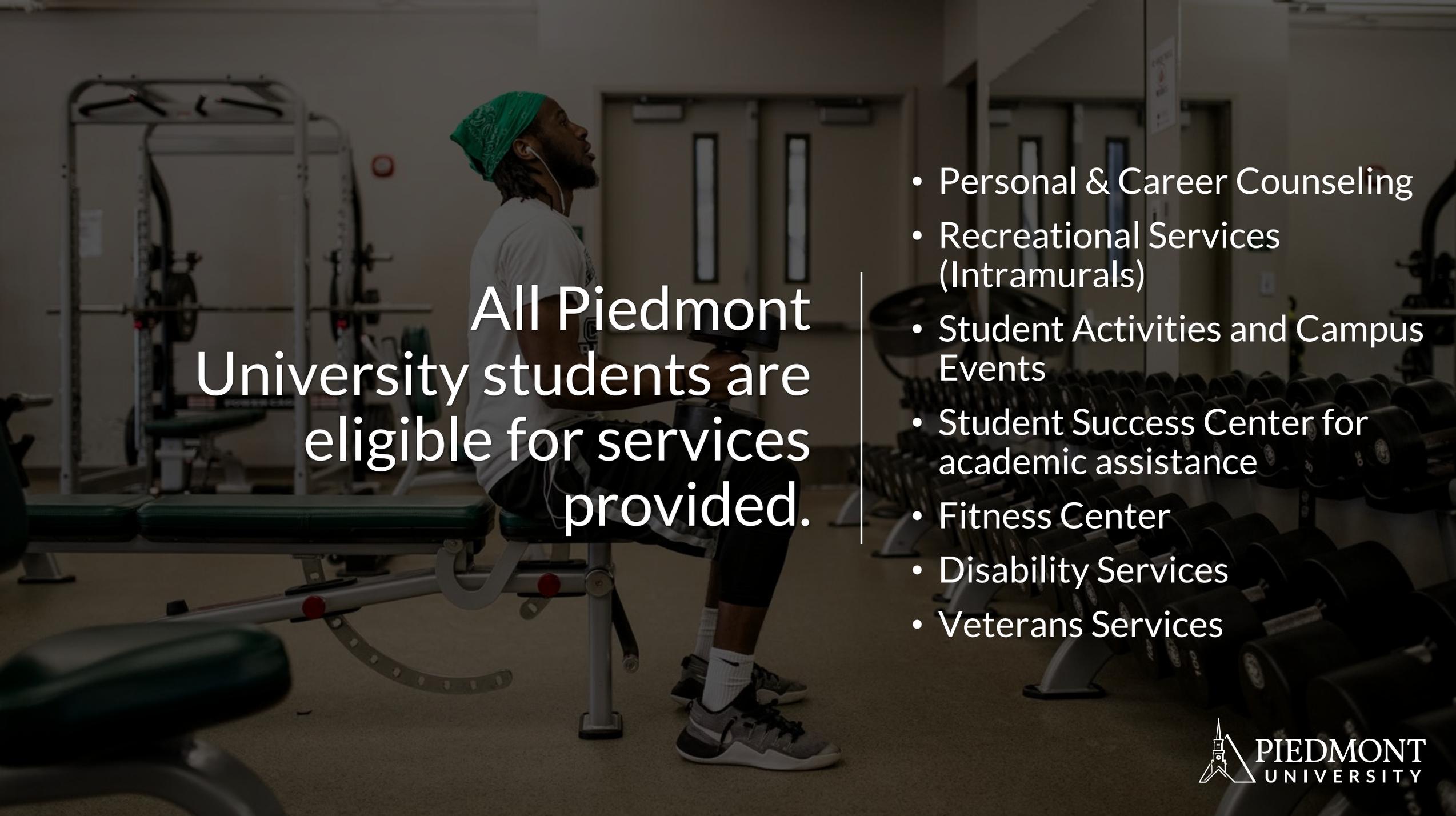
MASTER PROMISSORY NOTE or ENTRANCE COUNSELING: 1-800-557-7394



Student Services

What is available to our students?

[Click for more](#)



All Piedmont
University students are
eligible for services
provided.

- Personal & Career Counseling
- Recreational Services (Intramurals)
- Student Activities and Campus Events
- Student Success Center for academic assistance
- Fitness Center
- Disability Services
- Veterans Services



Library Services

[Online library resources available](#)

[Click for more](#)



FREE SHIPPING ON ORDERS OVER \$75



WELCOME ALL!

Show your campus spirit
wherever you go.

SHOP SCHOOL SPIRIT

Bookstore

You can purchase textbooks, Piedmont attire, and more 24 hours a day online.

<https://piedmont.bncollege.com/shop/piedmont/home>

Click for [more](#)

A person in a red shirt and black shorts is climbing an indoor rock wall. The wall is covered in various colored climbing holds. The person is positioned on the right side of the frame, facing away from the camera. The background is a plain, light-colored wall.

Welcome to PIEDMONT

Where success is a tradition