

**Minnesota
North College**
A Member of Minnesota State

New Student Orientation

College in the Schools

What Will be Covered in New Student Orientation?



- Benefits of CIS
 - Admissions & Eligibility
 - Registration Process
 - College Policies & Expectations
 - Grading & Transcripts
 - Degrees & Transferring
 - Campus Services & Contacts
 - Helpful Links
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What are the Benefits of CIS?

- Jump-start on college costs
- College courses in manageable portions
- Allows for more choices when you begin college full-time
- Get a early grip on important skills

What are the Admission/Eligibility Requirements for CIS?

- [Apply online](#)
 - Remember star id and password created in application process.
 - If you forgot either, visit [Star ID Help](#)
- **Send a high school transcript to Minnesota North College**
 - Juniors need a cumulative GPA of a 3.0
 - Seniors need a cumulative GPA of a 2.5
- **College Placement**
 - The college will review multiple measure to determine placement into college level coursework. Guidelines for placement are available [here](#).

How do I Register for Classes?

- Complete the admission process and meet eligibility criteria.
- Complete **CIS Orientation**
 - All students complete an in person or online orientation to the CIS program.
 - You will receive the **CIS Handbook** and go over important information.
- Register for Classes
 - Once admissions and orientation are complete and eligibility requirements are met, your high school counselor and Minnesota North CIS Coordinator will assist you with the registration process.

What College Policies do I need to know?



- **Adding/Dropping a CIS Course**

- You have the first 5 days of the high school semester to drop or add a course without penalty.
- This does not appear on your Minnesota North College transcript.

- **Withdrawing from a CIS Course**

- To remove oneself from the course after the Add/Drop period.
- The course will remain on the transcript, and a “W” will appear on the transcript in place of a grade.
- This impacts Satisfactory Academic Progress.
- Students must meet with counselor/advisor to complete the withdraw process.

College Policies cont.?

- **Satisfactory Academic Progress**

- You need maintain an overall GPA of a 2.0 and complete 67% of courses. (Courses with grades of F, W, or I are not considered completed).
- See [CIS handbook](#) for further details.

What are Expectations of College Courses?

- **Course Syllabus**

- A syllabus is your instructor's written agreement with you regarding what he or she will cover in the course and expects from you while taking the course. Each course will cover content and meet outcomes from the [common course outlines](#).

- **Family Educational Rights and Privacy Act (FERPA)**

- Minnesota North College cannot release any personally identifiable information contained in a student's educational records without the written consent of the student to any third party. [Authorization for Release of Student Information](#)

Expectations continued

- **Academic Integrity**

- Academic dishonesty is unethical behavior which adversely affects not only the college's academic environment but also the larger community.
- It seriously compromises the integrity of the academic experience and will be neither tolerated nor condoned at Minnesota North College.
- Further information and appeal process can be found in the [Student Code of Conduct](#).

How do I Check My Grades?

- All CIS grades adhere to an A-F scale.
- College Transcripts –Request official transcripts.
- E-services –Use your STAR ID and password to login and view grades and review unofficial transcripts.

How do I transfer my Credits?



- **Attending Minnesota North**
 - No need to worry about transferring credits. You already have a permanent transcript.
- **Attending a Minnesota State College or University**
 - Colleges and Universities in the Minnesota State System can see your transcript once you apply to their institution. So, no need to send a transcript.
- **Attend Other colleges and universities –**
 - Request a [transcript](#) from Minnesota North College to be sent to colleges and universities where you may apply.

How will my Credits Transfer?

Asking your potential new school about their policy of accepting CIS credits will help you make smart choices about your continuing education.

Credits can be...

- **directly transferred** toward your chosen degree
- accepted as **elective credits**

Credits can also...

- **Exempt** you from taking a required course
- Make you eligible for **placement** into a higher-level course

How do Credits Apply to College Degrees?

Attending Minnesota North College

- [AA degree](#) –All CIS classes apply to the Associate in Arts (AA) degree as either general education or electives courses.
- [Official Program Planners](#) – guides to official degrees at Minnesota North College where courses may apply

Attending Other Colleges or Universities

- Check out [Transferology](#) for more information on how your courses may transfer to your specific major and transfer school
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What Services are provided to Minnesota North Students con't?



- [Counseling](#) – Minnesota North counselors can assist with personal, academic, and career counseling.
- [Library](#) - The Library provides for needs beyond the classroom with an electronic database catalog and resource system.
- [Writing Center & Tutoring/Learning Center Course](#) - specific peer tutoring services for any course, training in study and testing skills, and academic writing consultation from research to final revision is provided.
- [Email/Office 365](#) - Every Minnesota North student is issued an email account which provides access to the college network.

What Services are provided to Minnesota North Students?

- Accessibility – Persons needing reasonable accommodations for documented disabilities should contact Ann Vidovic, accessibility coordinator, Itasca campus.
 - Accommodations are in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.
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Reasonable Academic Accommodations

College Academic Accommodations

- Extended time for exams in minutes not days
- Alternate testing locations
- Audio recordings of lectures
- Assistive technology

High School –Academic Accommodations (Not typically approved in college)

- Reduced homework
- Skipping sections of assignments
- Unlimited testing time
- Reduced choice tests
- No due dates
- Waived course requirements
- Retroactive accommodations

Who can I Contact for Questions?



- **General Questions:**
 - *1st – High school counselor*
 - *2nd – CIS Campus Contact*
- **Registrar :**
 - Allison Geisler - 218.322.2324
- **Accessibility/Disability Services Team:**
- **Grade Concerns:**
 - *1st - CIS Instructor*
 - *2nd - AVP of Student Affairs. Rick Kangas. 218-322-2319.*

Helpful Resources

- [CIS Website](#)
- [College Stores](#)
- [Course Search](#)
- [D2L – Brightspace](#)
- [Course Outlines](#)
- [Star ID Management](#)
- [Records Office](#)
- [E-services](#)

True or False....

Are you ready to Test your Knowledge?



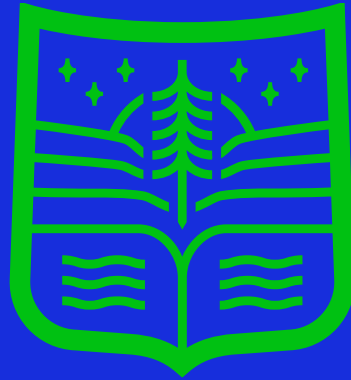
1. I need to apply & send my high school transcript to Minnesota North College and meet eligibility before I am registered for CIS classes. T/F
2. I can register for CIS classes without completing an orientation. T/F
3. I only have the first 5 days of the high school semester to drop or add a CIS course. T/F
4. My CIS grades can impact my ability to get into another college or university after I graduate from High school. T/F
5. Minnesota North College can release my grade report to my parent/guardian without my permission. T/F

True or False cont.....

Are you ready to Test your Knowledge?



6. To transfer my credits to a Minnesota State College or University, I need to send a Minnesota North transcript. T/F
7. Minnesota North counseling, library and tutoring/writing center are ALL services I may use. T/F
8. I need to know my star id and password to access Minnesota North College grades in E-services. T/F
9. I am ready to start my Minnesota North College CIS courses. T/F



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