

# **WL**

**GRADUATE STUDIES**

**WELCOME  
GRADUATE  
STUDENTS**





# GRADUATE ORIENTATION





# OFFICE INFORMATION

---

- **Located on the 2nd Floor of Shotwell Hall**
- **Student Lounge Space**
- **304-336-8015**
- **[gradstudies@westliberty.edu](mailto:gradstudies@westliberty.edu)**

<b>Graduate Programs</b>
<b>Ed.D – Doctor of Education</b> in Instructional Leadership, Management, and Innovation (Online/Remote)
<b>MAATC – Masters of Arts in Art Therapy and Counseling</b> (Online/Remote)
<b>Graduate Certificate in Art Therapy</b> (Online/Remote)
<b>MA/MS BIO – Biology</b> (In-Seat)
<b>MA – Biomedical Science (WVSOM Bridge Program)</b> (In-Seat)
<b>MA or MS – Zoo Science</b> (Online/Remote) <ul style="list-style-type: none"> <li>• Fellows (In-Seat): Typically the GA's</li> </ul>
<b>Graduate Certificate in Zoo Science</b> (Online/Remote)
<b>MBA – Master in Business Administration</b> (Online/Remote) <ul style="list-style-type: none"> <li>• Management</li> <li>• Forensic Accounting (Teaching-out)</li> <li>• Fraud and Forensic Investigation</li> <li>• Healthcare Management</li> </ul>
<b>Graduate Certificate in Healthcare Management</b> (Online/Remote)
<b>MSDH – Master in Dental Hygiene</b> (Online/Remote)
<b>MAED – Master of Arts in Education</b> <ul style="list-style-type: none"> <li>• Community and Organizational Leadership (In-Seat and Online/Remote)</li> <li>• Instructional Design for Learning (Online/Remote)</li> <li>• Leadership in Education Administration (Online/Remote)</li> <li>• Reading Specialist (In-Seat)</li> <li>• Sports Leadership and Coaching (Online/Remote)</li> <li>• Visual Art Education (Online/Remote)</li> </ul>
<b>Graduate Certificate in Instructional Design</b> (Online/Remote)
<b>MSEP – Exercise Physiology</b> (In-Seat)
<b>MSPAS – Physician Assistant Studies</b> (In-Seat)
<b>MS-SLP – Speech Language Pathology</b> (In-Seat)
<b>GRAD SPEC: Connected Classroom</b> (Online/Remote)



# Deans and Program Chairs

---

- ❑ **College of Business**
  - ❑ **Dean, Dr. Ann Saurbier**
    - **Dr. Sherry Rocchio- MBA**
- ❑ **College of Education and Human Performance**
  - ❑ **Dean, Dr. Sherri Theaker**
    - **Dr. Jason Metz-MSEP**
    - **Dr. Richard Whitehead- EdD and MAeD**
- ❑ **College of Liberal and Creative Arts**
  - ❑ **Dean, Dr. Cecilia Konchar-Farr**
    - **Dr. Keith Bell- MSCRIM**
    - **Dr. Susan Ridley- MAATC**
- ❑ **College of Science**
  - ❑ **Dean, Dr. Karen Kettler**
    - **Melanie Bassa- MSCP**
    - **Dr. Stephanie Bradley-MS-SLP**
    - **Sarah Brammer- MSPA**
    - **Dr. Joseph Horzempa-MAMSB**
    - **Dr. Zachary Loughman-MAMSB**
    - **Stephanie Meredith- MSDH**

# ACADEMIC RESOURCES





# Accessing System

---

- Please see Sakai & Center for Teaching, Learning, and Online Education section.**

# ACADEMIC CALENDAR

- <https://westliberty.edu/provost-office/academic-calendars/>





# DEGREEWORKS

- ❑ **DEGREEWORKS - Degree Audit System**
- ❑ **Advising tool for monitoring progress toward graduation**
  - ❑ **What-if analysis**
  - ❑ **GPA Calculator**
  - ❑ **Graduation requirements vary by major**



# **FERPA**

## **(Family Educational Rights and Privacy Act)**

---

- **Enrolled students have rights.**
- **WLU cannot release information to a third party without written permission from the student.**
- **Parents/Spouse can ask procedural or general questions.**
- **Only directory information can be released.**
- **Students can request to have directory information withheld.**

# CAMPUS SERVICES





**Has been ranked  
as Safest College  
Campus in WV**



**Campus Police on  
duty 24/7**



**Ohio County Sheriff's  
Department  
Substation on  
campus**



**TopperNet  
Emergency Text  
System/Guardian  
APP**



**Secure Residence Halls  
Topper Card Access,  
Alarm Systems,  
Security Cameras**

---

# **SAFETY**



# CAMPUS POLICE

- **24/7 Campus Police Dept. 304-336-8021**
- **Location: Shaw Hall  
(Lower Level in back of building)**
- **Parking**
- **Emergency Link**
- **BIT (Behavior Intervention Team)**
- **CIRT (Critical Incident Response Team)**



# HEALTH & COUNSELING

---



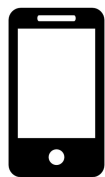
## Health Services

- Assessment & Treatment
- Tobacco Free Campus
- Student Health 101 Email Newsletter
- Located in Shaw Hall, Room 019  
(Lower Level in back of building across from Campus Police)



## Counseling Services

- Free and Confidential
- Located in Student Union, 2nd Floor (S14)



# TOPPERNET



**Text messaging alert system**

**Weather Delays and/or cancellations**

**<https://www.getrave.com/login/westliberty>**



Change Site

Username

[Forgot your username?](#)

Password

[Forgot your password?](#)

Log in

Register

Register for approved West Liberty University emergency communications and other important information via text message and email.

Rave does not charge subscribers to send or receive SMS messages. Standard or other messaging charges apply depending upon your wireless carrier plan and subscription details. Once registered, you can opt out of SMS messages at any time by texting STOP to 67283 or 226787

# CAMPUS LIFE







- 
- **T.A.G.S. Topper Association of Graduate Students**
  - **Student Organization**
  - **Professional Development**
  - **Leadership Growth**
  - **Networking Opportunities**



# STUDENT CONDUCT

---

- **Student Policies and Procedures located in the Student Handbook**
- **Academic Policies and Regulations located in the University Catalog**
- **Jurisdiction Statement**

# RESIDENCE LIFE

---



- **Graduate Housing: 5th Floor of Hughes Hall**
- **Other Housing Options: Apartments & Residence Halls**
- **Meal plan options for residential and commuter students**



- **Topper Card serves as Meal Card/Secure Access Card**



# STUDENT LIFE

---



## **FITNESS**

- **Wellness Center**
- **Krise Fit**
- **Blatnik Gym**
- **Intramurals**
- **Student Personal Trainer Program**



## **CAMPUS ACTIVITIES**

- **Campus Activities Calendar**
- **Commuter Lounge located in Student Union**
- **Director of Student Life, Kate Billings**



# TITLE IX

---

- **Protects students, staff, and faculty at institutions receiving Federal funding**
- **If an institution knows (or reasonably should know) about sexual harassment, including sexual assault, that creates a hostile environment, Title IX requires the institution to take immediate action to eliminate the harassment, prevent its recurrence, and address its effects**
- **Kate Billings, Title IX Coordinator 304-336-8580, [kate.billings@westliberty.edu](mailto:kate.billings@westliberty.edu)**



# FINANCIAL AID



# APPLYING & ACCEPTING AID

---

- **FAFSA**
- **Studentloans.gov**
  - **Entrance Counseling**
  - **Master Promissory Note**
- **Review and accept your aid on your WINS account**

**Need help? Financial Aid Offices are located in Shaw Hall**



# **SATISFACTORY ACADEMIC PROGRESS**

- 
- **For graduate students to have their FEDERAL Financial Aid renewed they must meet the following academic requirements.**
    - **Pass 70% of all coursework attempted.**
    - **A cumulative GPA of 2.5**
    - **Students must complete requirements within a 150% credit hour maximum time frame**

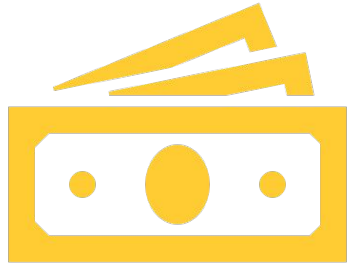




# BILLING STATEMENTS

---

- **Billing statements issued**
  - **Emailed to students' WLU email account**
  - **Release form to add another billing email address**  
**(Business Office web page-Student Form)**
- **Statements show balance due or refund due to the student**
- **Tuition may differ based on program**
- **Some courses may have additional fees**
- **Pay your bill through your WINS account**
- **Parking Opt Out**



# REFUNDS

- 
- **Financial Aid Refund is leftover funds from your Financial Aid after your tuition, fee, room and board are paid in full.**
  - **Can be used for indirect costs – books, supplies, travel/gas, computer, etc.**
  - **Processed after your bill has been paid in full – double check you have completed all necessary financial aid requirements.**
  - **Paper check or Direct Deposit**
    - **Paper check to preferred address on file**
    - **Direct Deposit Form available on Business Office website**

# STUDENT RESOURCES





**Information  
Commons**



**Interlibrary Loan**



**Digital Databases**



**Printing & Copying  
Services**



**Room Reservations**

---

**PAUL N ELBIN LIBRARY**



# STUDENT SUCCESS CENTER

---

- **Located in the Paul N Elbin Library**
- **Academic Services**
- **Career Services**
- **Accessibility Services (ADA Accommodations)**
- **Parent Power**



# GRAD STUDENT COMMUNICATION



- **STAY CONNECTED!**
- **WLU Email Account**
- **Online account information in WINS**
- **TopperNet-emergency text messaging**
- **Graduate Studies Social Media**
- **Web Site**

**WLU** WEST LIBERTY UNIVERSITY  
GRADUATE STUDIES

**FOLLOW US**

[@wlugradstudies](https://twitter.com/wlugradstudies)

# STUDENT ASSISTANCE



# QUESTIONS



**TOLL FREE:  
1-(866)-WEST LIB**



**GRADUATE  
STUDIES: (304)-  
336-8015**



**FINANCIAL AID:  
(304)-336-8016**



**REGISTRAR:  
(304)-336-8008**



**RESIDENCE LIFE:  
(304)-336-8345**

**WESTLIBERTY.EDU/GRAD**