

The monthly newsletter for Penn State Berks



# PENN STATE SWITCHING FROM DUO



#### What is Duo?

Duo is Penn State's Two-Factor Authentication (2FA) and serves as an identity verification method. 2FA is an extra layer of protection that requires users to confirm login attempts using a separate device.

## What will replace Duo?

- Microsoft Multi-factor Authentication (MFA) will replace Duo as Penn State's identity verification method.
- Although Microsoft MFA will be the University's primary authentication method moving forward, do not uninstall Duo now, as there may be some systems and services within the University that still require it.



Microsoft Authenticator

#### When is the enrollment deadline?

- May 8 is the enrollment deadline for all students returning to Penn State during the 2023-24 academic year.
  - Students traveling abroad this summer should enroll by May 5.
- Microsoft MFA is mandatory for all students, except for students graduating in May 2023.
- Students not enrolled by the May 8 deadline will not be able to register for classes, retrieve their grades, or access any secure sites and services such as Outlook email, Canvas and LionPATH until they enroll in Microsoft MFA.

#### How do I enroll?

- Navigate to accounts.psu.edu/mfa 🛬
- Click on the "Enroll in MFA" button to access the enrollment form and begin the enrollment process.
- IMPORTANT: Do NOT delete Duo at this time!

#### Where can I learn more?

• Read the Penn State article on this topic <a href="here">here</a> <a href="h

# What's Inside:

- Penn State Switching from Duo (p. 1)
- Important Dates (p. 1)
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# Important Pates

- **April 7:** Late Drop deadline at 11:59pm (Full semester courses. Details on p.2)
- **April 10 21:** Academic Advising Center will see students by appointment only (no walk-ins). Schedule an appointment in Starfish?
- **April 20:** Mental Health Fair (Details on p.3)
- April 21: Summer Success Scholarship deadline (Details on p.5)
- April 22: Installment Plan Payment #4 Due\*
- April 28:
  - Last Day of Classes
  - Withdrawal deadline at 5pm (Details on p.2)
  - Last day of Learning Center & Writing Center tutoring

#### LOOKING AHEAD

- May 1:
  - Berks Returning Student Scholarship deadline (Details on p.5)
  - o FAFSA deadline for 2023-2024 academic year
- May 1 May 5: Final Exam Week\*\* (Details on p.4)
- May 6: Commencement\*\*\*

\*If you enrolled in the installment plan before the first payment (1/22), this date (4/22) is your fourth installment. Read more on the IPP, here

\*\*Students with final exam conflicts (i.e., 3 or more on the same day or 2 or more at the same time) should coordinate rescheduling with their professors.

\*\*\*For more information on commencement, visit <a href="https://berks.psu.edu/graduation">https://berks.psu.edu/graduation</a>



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# **ACADEMIC AND CAMPUS CHANGES**

#### LATE DROP VS WITHDRAWAL

#### WHAT IS THE DIFFERENCE?

- **LATE DROP:** Student action used to eliminate <u>one or more</u> course(s) from their <u>current</u> course roster.
- WITHDRAWAL: Student action used to eliminate <u>ALL</u> courses from their <u>current</u> course roster. IMPORTANT: This action will cancel course enrollment for the upcoming semester.

#### • WHEN ARE THE DEADLINES?

- LATE DROP: April 7 at 11:59pm for full semester courses.
- WITHDRAWAL: April 28 (last day of class) at 5pm.

# • WHAT SHOULD A STUDENT CONSIDER AND/OR DO BEFORE?

- Speak with the **professor** to determine if earning a passing grade is possible in the course.
- Speak with an <u>academic adviser</u> to determine any current or future impacts of the decision.
- Speak with **Financial Aid** to determine any current or future impacts of the decision.
- Residential students, speak with **Housing & Food Services** to determine if your housing contract will be impacted.

#### • WHAT SHOULD A STUDENT CONSIDER AND/OR DO AFTER?

- LATE DROP ONLY:
  - Pay the \$6 fee associated with dropping the course (this can be seen in LionPATH).
  - Use the scheduled class time of the dropped course as focused study time for all remaining courses.

#### • WITHDRAWAL AND/OR LATE DROP:

Adjust next semester's course schedule as needed.

Read more tips and strategies in our November 2022 newsletter!

# CHANGE OF CAMPUS ..

### THINKING OF A CAMPUS CHANGE

In general, students remain at their home campus for two years. If a student applies for (and is accepted into) a major that is not offered at the student's current location, the student will be required to select an approved location during the entrance to major process. If transitioning to another campus in the Fall semester, the change of campus request should be completed **prior** to scheduling Fall courses. Learn more about the Change of Campus process here

#### FINANCIAL AID & CAMPUS CHANGE

If you are thinking about completing your degree at another Penn State campus and would like to discuss how your aid might be impacted, schedule a meeting with Financial Aid to discuss! **See page 4** for contact info!

# SCHEDULING COURSES FALL 2023

- Check your LionPATH Student "Home Base" (i.e., your dashboard) for an Enrollment Appointment date and to review the schedule of courses. Remember, enrollment dates vary by student.
  - Priority Registration began March 15
  - Regular Registration began March 22
- Meet with your Academic Adviser to create a plan for Fall courses.
  - Use <u>Starfish</u> or the contact information listed in LionPATH to schedule a meeting with your assigned academic adviser.

#### **IMPORTANT**

- The sooner you schedule next semester's courses, the more likely you are to get the courses you want/need!
- Sophomores should have their change of major and change of campus (if applicable), completed prior to scheduling Fall classes!
- Any Holds and To-Do List Items for the Spring 2023 semester should be resolved prior to your assigned enrollment date to prevent issues when scheduling courses.

Read more tips and strategies in our October 2022 newsletter!

# SUMMER 2023 COURSES •

### SUMMER SESSIONS

Summer I: May 15 - June 26 Summer II: June 28 - August 11

- Schedule summer classes at any Penn State campus!
- Stay on track towards degree completion by speaking with your academic adviser **before** enrolling!

#### **IMPORTANT!**

- Most summer courses are accelerated, covering 15 weeks of content in 6 to 7 weeks.
- Contact Financial Aid to determine aid eligibility.
- If you decide to take classes at a non-Penn State location over the summer, make sure the credits will transfer back to Penn State! Use the <u>Transfer Credit Tool</u> to confirm.



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# MENTAL WELLNESS

### MANAGING EXAM STRESS

#### EAT HEALTHY AND EXERCISE

- Opt for snacks like low sugar granola bars,
  - healthy cereal, or fruits and veggies to keep your blood sugar stable.
  - If you're studying for a long period of time, eat some protein too.
  - Try to get some form of exercise. Even a 10 minute walk will leave you calmer and more focused!

#### BUILD IN SHORT BREAKS



• Regular breaks during studying helps to maintain your focus and motivation overtime. For every hour or so that you study, take a 10 to 15 minute break. Set a timer and let yourself relax for those 10-15 minutes, THEN START WORKING AGAIN!

#### BE YOUR BIGGEST FAN



• When it comes to college, you have to be your biggest fan and believer. Saying to yourself (aloud or in writing) that you are capable of success can increase your confidence, encourage you to stick to your boundaries, motivate you to study, and result in greater success.

#### ESTABLISH BOUNDARIES AND COMMIT



- Don't be afraid to say no to the people and things that consume your time.
- Establish regular study sessions during the days and times you are most productive. Once established, treat those sessions like appointments or classes and don't agree to anything that conflicts with those sessions!

### VISUALIZE YOUR SUCCESS

- Imagine yourself in the exam space and answering the questions confidently. Focus on how relaxed your body and mind are when you know the answers and understand the material. Visualize getting a great score on your exam and reflect on the hard work you put in to making it happen.
- Imagining a positive experience and outcome, can be relaxing. This can also motivate you to complete the tasks necessary to make the visualized outcome a reality.

## MENTAL HEALTH FAIR

- WHO: Event open to all Berks students, staff, and faculty. This event is hosted by the Berks Health Lions, a group of student peer health educators.
- - Degy Entertainment's Mental Health Fair which will feature various stations, including Brain, Share a Secret, Graffiti Art, and Fact or Fiction
  - In addition to this organization's tables, we'll also have guest tables from a number of local resources and organizations that support health and wellbeing, including a campus favorite, the return of service dogs.
- WHEN: Thursday, April 20 from 12-4 pm
- WHERE: Perkins Plaza
  - Inclement weather location: Perkins MPR 1, MPR 2, and Lion's Den
- OPPORTUNITY: If any students, faculty, or staff would be willing to support the program by assisting at the various stations throughout the event - they can reach out to Autumn Fritz, amr40@psu.edu



BERKS HEA]TH LIONS WELCOMES STUDENTS OF ALL ABILITIES. IF YOU NEED ASSISTANCE OR HAVE QUESTIONS ABOUT ACCESS, PĮERŠE CONTRČT SAMMI HAGENBUSH, ĮERO CAPTAIN (SEHSBYGETPSU.EDU) FOR MORE INFORMATION.



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# PREPARING FOR FINALS WEEK

## **UNDERSTANDING FINALS**

#### WHAT ARE FINALS?

- A final serves as the last assessment for an individual class.
   It is a tool the instructor uses to assess overall learning of course material.
- Finals are often administered in the form of exams but can also be essays, presentations, or projects.
- Many finals take place or have due dates either during the last week of classes or during the following week (officially called "finals week").

#### HOW CAN I PREPARE FOR FINALS?

#### Ask yourself, "What kind of assessments will I have"

- Get a clear understanding of the final assessment format (e.g., exam, essay, presentation, or project) for each course as well as the dates/deadlines for each of those assessments.
  - HOW: check your syllabi, Canvas, LionPATH (in the "Final Exam Schedule" section of your student dashboard click "More"), and/or speak with your professor.

#### Ask yourself, "Do I have any conflicts?"

- Compare your final assessment dates/deadlines to determine if you have an **exam conflict**. An exam conflict is when a student has 3 or more exams on the same day or 2 or more exams at the same time.
- If you have an exam conflict, discuss your circumstances with the professor of each course to determine an alternative. This may require you to take the exam on another day or time. Keep in mind, the change could make your exam date sooner than initially scheduled.

#### Ask yourself, "What learning will I need to demonstrate?"

- Determine if your finals will assess an entire semester of course material (i.e. cumulative/comprehensive) or only the material presented since the last assessment.
- Establish a clear routine and schedule where you are regularly engaging with all of the material critical to your success on your final assessment.

#### • HOW

- Start early! Consider engaging the material for weeks (not days or hours).
- Chunk your material into small, more manageable, amounts
- Schedule tutoring sessions regularly.
- Reach out to Sonia Delaquito in the Learning Center by emailing her at scd14@psu.edu for help!
- Check out this Preparing for Finals LionSide Chat

#### **TUTORING SUCCESS**

Make the most out of your tutoring sessions with these easy steps!



- 1. Make a plan: demand for tutoring increases around assessment deadlines and especially near the end of the semester. Establish enough time before your exam(s) and assignments for tutoring.
  - **Pro Tip:** Make an appointment one week ahead!
- 2. **Try it out:** even when you feel completely lost, it is beneficial to attempt your work alone. Doing so gives you a clear idea of where you are struggling.
  - Pro Tip: Bring 2-5 attempted questions/problems to maximize your session. For written work, bring an outline or draft to the session.
- 3. **Bring course materials:** while tutors are trained to support specific subjects, it could be helpful for them to see the course lecture notes, textbook, study guide, and/or assignment guidelines. The more information they have, the better then can support you!

# CREATING A FIVE-DAY STUDY PLAN

Adequate preparation is the best way to ensure your success. Typically, it takes approximately 5 - 7 days to fully prepare for an exam and could be even longer for essay, presentations, or project assessments. Review the tips below for establishing a study plan.

- Count backwards from your assessment date. Days don't have to be consecutive and should include weekends!
- Consider outside obligations. You may not be available to study on days with a lot of outside obligations (e.g., employment, club/org involvement, family commitments).
- Establish realistic study times that align with when you are most likely to be alert, motivated, and undisturbed.
- Create a plan for review. Divide the material (e.g., textbook, lectures, and supplemental material) by major topic/concepts or chapters.
- **Employ active learning strategies** that encourage mastery of information and *not* simple memorization of information.
- Commit to your plan but be prepared to modify the plan as necessary. For example, it may take shorter or longer to review certain topics. You may also need/want to connect with the professor, a tutor, or study group for particularly challenging concepts.

Learn more and access a free 5-day template here



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# FINANCIAL AID UPDATES & REMINDERS

### FAFSA FAST FACTS 2023-2024

- The 2023-24 FAFSA application **opened on Oct. 1**.
- The FAFSA must be **completed annually**.
- In order to access the FAFSA application, you'll need your FSA ID and password.
- To complete the 2023-24 FAFSA, you'll need 2021 tax documents.
- Completing the FAFSA early can lead to improved odds of securing more FREE aid (i.e., grants and scholarships).
- After you've completed the FAFSA, monitor LionPATH for **Holds or To Do List Items** which may prevent aid from disbursing.
- Click the FAFSA icon to access the 2023-24 application.





## **VERIFICATION**

If you have already completed the 2023-24 FAFSA, you may see verification requests in LionPATH. The requests will be for the aid year of 2024. Upload required documents to the Office of Student Aid as soon as possible to begin the review process. Doing so will prevent any aid issues in the Fall 2023 semester. For questions about verification, learn more here

## SCHOLARSHIP OPPORTUNITIES

#### SUMMER SUCCESS SCHOLARSHIP

- Penn State's Summer Success Scholarship helps students
   who have fallen behind in their degree program and
   would benefit from taking a summer course at Penn State
   to get caught up but have financial challenges to doing so.
- The scholarship is available to students at all Penn State campuses.
- Students who receive the scholarship will receive \$2,000 toward their summer tuition. Eligibility requirements apply.
- Apply and learn more here
  - **Deadline to apply**: Friday, April 21, 2023

#### BERKS RETURNING STUDENT SCHOLARSHIP

- The Berks Returning Student Scholarship is open to students who will be enrolled in courses at the Penn State Berks campus during the 2023-24 academic year.
- In addition to completing the online application, students MUST completed the 2023-24 FAFSA to be considered.
- Apply here \*\*
- Deadline to apply: Monday, May 1, 2023
  - Late or incomplete applications will not be considered for all Berks scholarships.

#### PENN STATE SCHOLARSHIP RESOURCES

- https://studentaid.psu.edu/types-ofaid/scholarships/applications
- https://studentaid.psu.edu/types-ofaid/scholarships/academic-colleges
- <a href="https://studentaid.psu.edu/types-of-aid/scholarships/athletics-ROTC-fellowship-libraries-and-more">https://studentaid.psu.edu/types-of-aid/scholarships/athletics-ROTC-fellowship-libraries-and-more</a>
- <a href="http://equity.psu.edu/scholarships">http://equity.psu.edu/scholarships</a>
- https://libraries.psu.edu/about/scholarship-opportunities

# **Contact Financial Aid**



for questions about your aid, holds, or to do list items
014 Perkins Student Center
Email: BerksFinAid@psu.edu
Phone: 610-396-6070

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# THE LION'S ROAR



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# **CAMPUS HOUSING AND MEAL PLANS**

# 2023-24 HOUSING CONTRACTS

#### **REQUESTING A HOUSING CONTRACT:**

- Log on to <u>www.eLiving.psu.edu</u> by with your Penn State login information.
- Under the HFS Contracts icon, select 'Request Housing'.
- Choose the campus and contract period.
- Select the 'Request Now' button.
- The page will refresh with a confirmation statement.

# VIEW INVITATION AND GENERATE CONTRACT:

- In <u>www.eLiving.psu.edu</u>, select View Invitation to view available housing options.
- Select the housing option you desire and click 'Continue'.
- (Optional) Add the PSU Access ID for your desired roommate and click 'Continue'. Not all housing options allow for a roommate.
- Review your selections and click 'Create Contract' to generate the HFS Contract for your selected housing option. If you added a roommate, that student will also be offered the HFS Contract.

#### **ACCEPT YOUR CONTRACT:**

- Select the Shopping Cart icon and view the offer.
- Click 'Begin Acceptance Process' to view and read the HFS Contract and Terms, Conditions, & Regulations (TCRs).
- Check the box to indicate that you have read and agree to abide by the TCRs.
- Type your name to electronically sign the HFS Contract.
- Click the 'Accept Contract' button.

For more on Housing Contracts click here 装

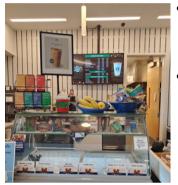
## **CAMPUS DINING SURVEY**

Penn State encourages students, faculty, and staff to share feedback on their dining experience at on-campus eateries.

- PRIZE: One award of \$100 in LionCash per month for current Penn State students.
- ACCESS: Click here to access the survey.

## **MEAL PLAN CHANGES**

#### How do I check my meal plan balance?



- Students can check their meal plan balance online at <a href="idcard.psu.edu/manage-"idca
- Available balances are also displayed at Campus Dining registers and on receipts. It is important to understand that the registers display a combined meal plan and LionCash account balance.

#### What happens to my leftover meal plan funds?

- Dining Dollars remaining at the end of the spring semester are forfeited.
- Students have the ability to manage their Campus Meal Plan through eLiving until the last day of the semester.

#### Can I change my meal plan?

- Students can change their meal plan level at any time in eLiving until the last day of the semester.
- Remaining dining dollars at end the end of the contracted period are non-refundable.
  - If a student is running low on funds, the meal plan can be supplemented with LionCash and still receive the deeper Campus Meal Plan discount.
     If a student has excess dining dollars, they can donate to the "Swipe Out Hunger" campaign, which will run from April 16 22.
- During this week, students have the option to donate \$5, \$10, or \$15 to the student emergency fund when they pay for their meal at any residential dining facility or through a Penn State Eats mobile order.
- Swipe Out Hunger, a national nonprofit committed to ending college student hunger, works with more than 435 colleges and universities nationwide to implement antihunger programs.
- Learn more about Penn State's work on <u>food</u>
   <u>security</u>



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#### THUN LIBRARY ACTIVITIES

#### Celebrate National Library Week!

Join us for treats and jeopardy on Tuesday, April 25th from 1-3:30pm. There's more to the story - we have more than books! We will be joined by Reading Public Library.

#### Take a Rest at De-stress Fest!

Thursday, April 27-Thursday, May 4th join us at the Thun Library (in room 145) for a study break! De-stress with some snacks, magnetic poetry. puzzles, coloring, and writing prompts.

#### Pay It Forward, Pass It On!

Finished with your textbooks and leisure reading books? Pass It On to help other students and our community. Bright vellow collection boxes will be placed throughout campus from April 24 - May 12.

# •••• A BERKS BITE:

# SLOW COOKER CHICKEN TACOS

#### **INGREDIENTS**

- 2 lbs. chicken breast
- 1 cup salsa (any kind)
- 1/2 cup water
- 2 teaspoons ground cumin
- 2 teaspoons chili powder
- 1 teaspoon garlic powder
- 1 teaspoon ground coriander (optional but recommended)
- 1/2 teaspoon sea salt
- 1/4 teaspoon cayenne pepper (use more for spicier)
- 1/4 teaspoon black pepper



#### **INSTRUCTIONS**

- Place the chicken, salsa, water, and spices in a slow cooker. Cook on the high setting for 4-5 hours.
- Remove chicken and shred with 2 forks. Return to slow cooker and cook on low for an additional 30 minutes.
- Serve the shredded chicken taco meat in your desired way (as tacos, taco bowls, taco salads, or lettuce wraps). Top with your desired taco toppings (e.g., tomato, avocado, cheese, sour cream, lime, red onion, etc).

Adapted from The Real Food Dietitians

#### STUDENT RESOURCE LIST

- ACADEMIC ADVISING [160 FRANCO]
  - Questions about course scheduling, degree progress, changing your major, or advising policies contact your assigned academic adviser (listed in LionPATH). You can also reach out to Academic Advising for support.
    - Email: bkadvisingcenter@psu.edu | Phone: 610-396-6280
- BIAS INCIDENT REPORT FORM
  - To report concerns regarding bias, intolerance, discrimination, harassment, and/or incivility, use the form found here
- **BURSAR** [125 FRANCO]
  - Questions about your bill or payment options, contact the Bursar's Office
    - **Email:** bkbursar@psu.edu | **Phone:** 610-396-6040
- CARE REPORT FORM
  - To express concern for a student experiencing distress of an academic, health, safety, or financial nature, use the form found here
- **COUNSELING SERVICES [008 PERKINS]** 
  - For free & confidential short-term counseling, schedule a session.
    - Follow the steps outlined here <a href="https://berks.psu.edu/how-students-can-tudents-can (2) access-our-programs-and-services
    - In crisis situations
      - Call the 24/7 Penn State Crisis Line at 1-877-229-6400
      - Text the 24/7 Crisis Text Line: Text "LIONS" to 741741
- FINANCIAL AID [014 PERKINS]
  - Questions about your aid, holds, or to do list items, contact the Financial Aid Office
    - Email: BerksFinAid@psu.edu | Phone: 610-396-6070
- **HOUSING & FOOD SERVICES [106 PERKINS]** 
  - Questions about ID Cards or Residence Hall and Housing Contracts email HousingBK@psu.edu
  - Questions about meal plans and food services, including reporting food allergies, email absfoodservicebk@psu.edu
- **THUN LIBRARY** 
  - Looking for a place to study, access course materials, a lounge with vending machines, or support with technology, visit Thun Library.

    - Webpage: <a href="https://libraries.psu.edu/berks/">https://libraries.psu.edu/berks/</a>
      Hours of Operation are Mondays through Thursdays from 8:30am-10pm, Fridays from 8:30am-5pm, and Sundays from 2pm-8pm.

    - Access the full calendar here:
      Course Reserves (free access to textbooks for your classes) can be used in the library in 2 hours intervals. Check here
- **TUTORING** 
  - Need help with Math or Science, schedule a tutoring session with a Learning Center Tutor here.
  - Need help with a paper, speech, resume, or other written material, schedule an appointment with a Writing Center Tutor here.
  - Need help with math or physics, attend the "Peers and Profs" help sessions on Mondays and Wednesdays from 12:15-1:15pm in Luerssen 222. No appointment necessary!
    - Courses Supported: Math 4, 21, 22, 26, 41, & 110. Physics 250, 251
- **VETERAN BENEFITS** [125 FRANCO]
  - Questions about VA certifications, contact the Registrar's Office
    - Email: BKVeterans@psu.edu | Phone: 610-396-6085