

FYI Blackboard Course

Reference this course after attending FYI to view your progress of enrollment and to chat with other future students, faculty, and staff.

Navigate to the McKendree homepage.
Click on MyMck in the upper Left-hand corner.



Once logged in, click on the First Year Introduction Course.

The screenshot displays a web browser window with the URL <https://blackboard.mckendree.edu/webapps/portal/execute>. The browser's address bar shows two tabs: "Things to do prior to your F..." and "Things to do prior to your FYI...". The page header features the Mckendree University logo and the name "Elyse Rensch". A navigation menu includes "McK Bb Home", "Courses", "Content Collection", and "First Year Introduction". The main content area is titled "FYI Course" and contains a link "Access FYI Materials (Click Here)". A red arrow points to this link. Below the link are several "Please wait while the module loads..." placeholders. The Windows taskbar at the bottom shows the system tray with the time "2:49 PM" and date "4/11/2017".

Click on Access FYI Course Materials.

The screenshot shows a web browser window displaying the McKendree University website. The browser's address bar shows the URL: <https://blackboard.mckendree.edu/webapps/portal/tableView/tabAction?tabAction=portal.nav&portal.nav=1111>. The website header includes the McKendree University logo and navigation links: [MCK ENDREE](#), [HOME](#), [COURSES](#), [Content Collection](#), and [First Year Introduction](#). The main content area features a large 'FYI. First Year Introduction' graphic. Below this, there are three main sections: 1. 'FYI Course' with a link [Access FYI Materials \(Click Here\)](#) highlighted by a red arrow. 2. 'How to Prepare for Course Registration' with a welcome message and a list of four steps: 1. Complete the Success Navigator Assessment, 2. Browse the Class Schedule and check Academic Requirements, 3. Submit your enrollment deposit, and 4. Forward all final transcripts to McKendree University. 3. 'Office of Admission' contact information, including address (701 College Road, Leavenworth, Illinois 62204), hours (Monday - Friday, 9 a.m. - 5 p.m.), location (Marion K. Flier Academic Center (FAC) on the 2nd Floor), phone (1-800-RTARCAT ext. 6151), fax (1-618-657-6155), and social media handles (@mckadmission and #mckadmission). At the bottom, there is a collage of photos showing students on campus.

Click on New Student Checklist to view your achievements.
This will show items on your checklist that have been completed and what still needs to be submitted.

The image displays two overlapping screenshots of the Blackboard Learn web application. The top screenshot shows the 'New Student Checklist' page, with a red arrow pointing to the 'New Student Checklist' link in the left-hand navigation menu. The bottom screenshot shows the 'Achievements' page, which lists various tasks completed by the user, such as 'Congratulations! You are now 100% a Bearcat!', 'You have completed the Success Navigator Assessment', 'You have completed your Financial Aid File', 'You have completed your Housing Application', 'You have completed your Medical History Form', 'You have paid your Deposit', and 'You have submitted all Final Transcripts'. The interface includes a top navigation bar with 'McK Bb Home', 'Courses', 'Content Collection', and 'First Year Introduction'. The left sidebar contains a 'Control Panel' with categories like 'Course Registration', 'Finalize Your Enrollment', and 'Get to Know McKendree'. The bottom of the screen shows a Windows taskbar with various application icons and a system tray with the date and time (2:35 PM, 4/11/2017).

Click on Chat with Students & Staff to post questions or comments after attending FYI. We are here to help!

The screenshot shows the Blackboard Learn interface for a 'First Year Introduction' course. The user is logged in as Elyse Rench. The main content area is titled 'Discussion Board' and contains a table with one forum entry. A red arrow points to the 'Chat with Students & Staff' link in the left-hand navigation menu.

Discussion Board

Forums are made up of individual discussion threads that can be organized around a particular subject. Create Forums to organize discussions. [More Help](#)

Create Forum Search

	Forum	Description	Total Posts	Unread Posts	Total Participants
<input type="checkbox"/>	Have a question or topic to discuss - post it here!	We are looking forward to you attending FYI 2017!! It will be a great opportunity for you to visit campus, learn about your intended major, and meet some fellow classmates. If you have any questions or comments, you are welcome to post them here.	0	0	0

Properties of various discussions

Displaying 1 to 1 of 1 items Show All Edit Paging...

Now let's Finalize Your Enrollment!

Click on Residence Life to submit your housing application, find helpful tips on what to bring and important dates regarding move-in.

The screenshot shows a web browser window displaying the Blackboard Learn interface for McKendree University. The browser's address bar shows the URL <https://blackboard.mckendree.edu/webapps/portal/execution>. The page header includes the McKendree University logo and navigation links for 'McK Bb Home', 'Courses', 'Content Collection', and 'First Year Introduction'. The user's name, 'Elyse Rench', is visible in the top right corner.

The main content area is titled 'Residence Life' and features a section for 'Housing Application'. A red arrow points to the 'Residence Life' link in the left-hand navigation menu. The 'Housing Application' section contains the following text:

Housing Application

All full-time (12+ credit hours) undergraduate students are required to live in University Housing or University-certified Housing.

Only full-time undergraduate students enrolled at McKendree University, and who have entered into a Housing and Meal Plan Contract, are permitted to occupy rooms in University housing. Parental consent is implied when students under 18 years of age submit their agreement to this contract. Housing is not guaranteed for graduate students and is dependent on availability. The University does not offer spousal or family units in University housing or University-certified housing.

Housing Application for New Students

Admitted students can access the Housing Application by logging into their [McKendree Application Portal](#). If you've already submitted your housing application but need to make a change, please submit [this form](#).

Newly-admitted students must complete the Housing Application to reserve a spot in University housing. To complete the application, students must select their room assignment preferences and confirm that they have read and understand the Terms and Conditions of the Housing and Meal Plan Contract, as well as related University policies and regulations. Housing assignments are typically made in date received order so be sure and get your application in early. Students are notified of their housing placements in mid-June.

Students must [submit the Resident Deposit](#) for the housing application to be considered complete..

Check out [Residence Life](#) for helpful tips on what to bring and contact them with your questions.

Priority deadline: June 1

Office of Residence Life

Attached Files: [Residence Life FAQ.pdf](#) (194.689 KB)

Important Contact Numbers:

The Windows taskbar at the bottom shows the system clock as 2:39 PM on 4/11/2017.

Click on Financial Aid to log into the Internet to view your financial aid documents that still need to be submitted.

The screenshot shows a web browser window displaying the Blackboard Learn portal for McKendree University. The browser's address bar shows the URL <https://blackboard.mckendree.edu/webapps/portal/execut>. The page title is "Financial Aid".

In the left-hand navigation menu, under the "Finalize Your Enrollment" section, the "Financial Aid" link is highlighted with a red arrow. Other links in this section include Residence Life, Business Office, Medical History Form, New Student Orientation, FERPA Release Form, and Vehicle Registration.

The main content area is titled "Financial Aid" and contains the following text:

Complete your Financial Aid File

In addition to submitting the Free Application for Federal Student Aid (FAFSA), you'll need to return all necessary documents (e.g. verification forms, IRS tax transcript, etc.) along with appropriate loan acceptance forms to ensure that your scholarships and financial aid allocated correctly and the registration statement (aka bill) is accurate in July.

You can see your scholarships and financial aid awards along with any needed documentation by logging into the intranet and clicking on Financial Aid under the 'My Student Information' heading. [Click here to access the intranet.](#)

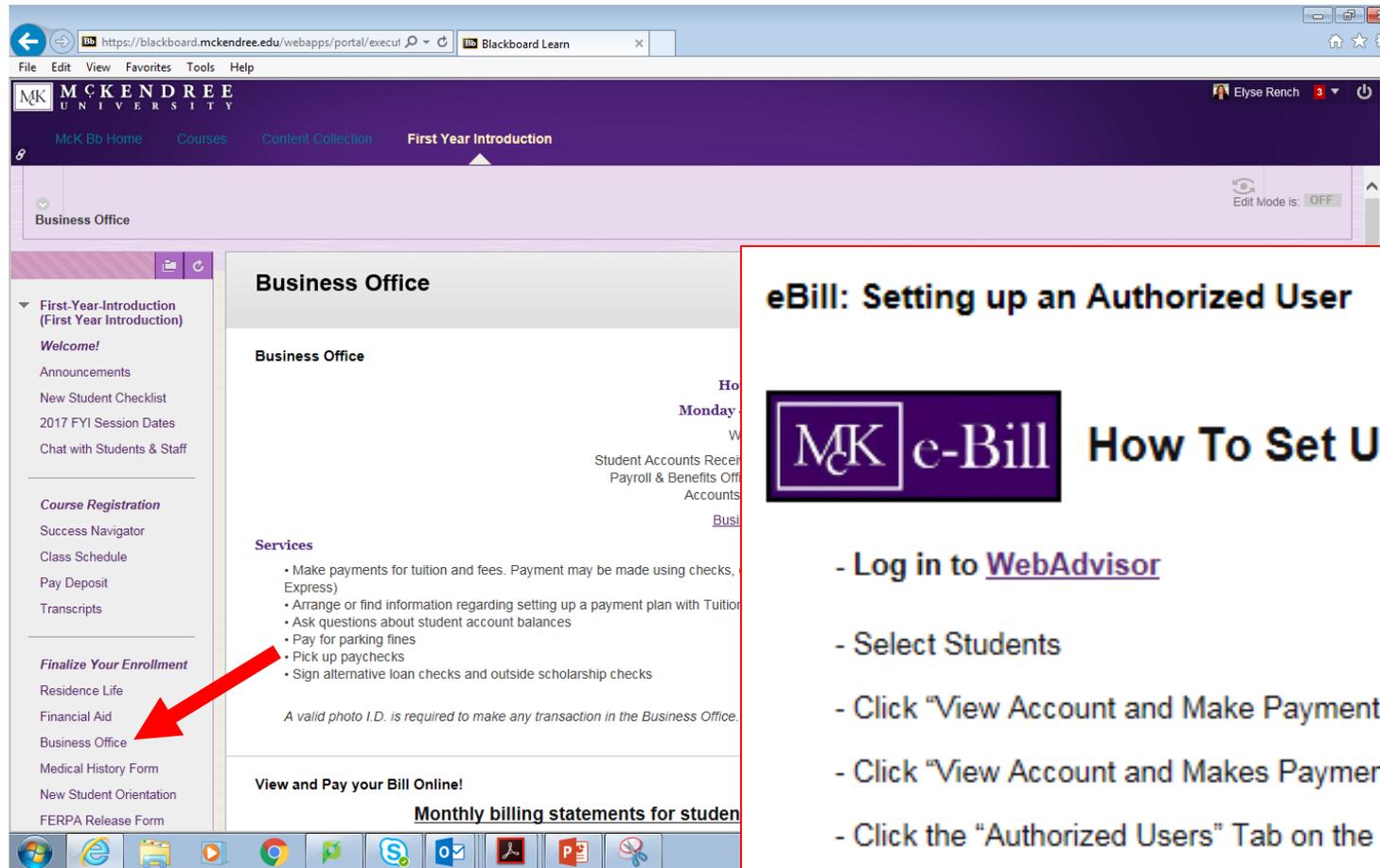
Contact the [Office of Financial Aid](#) or your [admission counselor](#) if you need more information about how to file FAFSA if you've not yet done so.

Priority deadline to submit financial aid acceptance forms: July 1

An inset image shows the McKendree University Intranet website. A red arrow points to the "Financial Aid" link in the left-hand navigation menu of the intranet site.

The Windows taskbar at the bottom of the screen shows the time as 2:40 PM on 4/11/2017.

Click on Business Office to learn about billing features and set up an Authorized user.



The screenshot shows a web browser window displaying the McKendree University Blackboard portal. The address bar shows the URL: <https://blackboard.mckendree.edu/webapps/portal/execution>. The page header includes the McKendree University logo and navigation links: MCK Bb Home, Courses, Content Collection, and First Year Introduction. The user's name, Elyse Rench, is visible in the top right corner. The main content area is titled "Business Office" and contains a "Welcome!" message, a list of announcements, and a "Services" section. A red arrow points to the "Business Office" link in the left-hand navigation menu.

eBill: Setting up an Authorized User



How To Set Up An Authorized User

- Log in to [WebAdvisor](#)
- Select Students
- Click "View Account and Make Payments"
- Click "View Account and Makes Payments" on the next screen
- Click the "Authorized Users" Tab on the McKendree e-pay site
- Enter the email address of the person you wish to add as an authorized user
- Choose what privileges you want them to have
- Click "Continue"
- Once you have read the terms of adding an authorized user check "I Agree"

Click on Medical History Form to learn more about Health Services and to complete your medical form. This must be submitted by August 1st.

The screenshot shows a web browser window displaying a Blackboard Learn portal. The address bar shows the URL: <https://blackboard.mckendree.edu/webapps/portal/execute>. The page title is "Medical History Form".

The main content area is titled "Medical History Form" and contains the following text:

Confidential Medical History Form

Complete and return your [Confidential Medical History Form](#) and immunization record.

 Health Services can provide you with additional details on immunization requirements.

Deadline: August 1 - You will not be able to move into your residence hall until these forms are received.

The left-hand navigation menu is expanded to show the following items:

- First-Year-Introduction (First Year Introduction)
 - Welcome!
 - Announcements
 - New Student Checklist
 - 2017 FYI Session Dates
 - Chat with Students & Staff
- Course Registration
 - Success Navigator
 - Class Schedule
 - Pay Deposit
 - Transcripts
- Finalize Your Enrollment
 - Residence Life
 - Financial Aid
 - Business Office
 - Medical History Form** (indicated by a red arrow)
 - New Student Orientation
 - FERPA Release Form
 - Vehicle Registration

The Windows taskbar at the bottom shows the system clock as 2:47 PM on 4/11/2017.

Click here to register for New Student Orientation!

The screenshot shows a Blackboard Learn interface for a course titled "New Student Orientation". The browser address bar shows the URL: <https://blackboard.mckendree.edu/webapps/portal/execution>. The page header includes "New Student Orientation" and "Edit Mode is: OFF".

The left navigation menu is organized into sections:

- First-Year-Introduction (First Year Introduction)**
 - Welcome!
 - Announcements
 - New Student Checklist
 - 2017 FYI Session Dates
 - Chat with Students & Staff
- Course Registration**
 - Success Navigator
 - [Class Schedule](#)
 - Pay Deposit
 - Transcripts
- Finalize Your Enrollment**
 - Residence Life
 - Financial Aid
 - Business Office
 - Medical History Form
 - New Student Orientation** (indicated by a red arrow)
 - FERPA Release Form
 - Vehicle Registration

The main content area features the following text:

New Student Orientation (NSO)

After you attend FYI and/or complete course registration, all new first year students **must** register for and attend New Student Orientation (NSO) in August. This event is essential to your college transition and participation is required for all first year students and recommended for new transfer students. The 2017 NSO program will be August 24-28. [Register online now.](#)

Start planning ahead, check out the upcoming [academic calendars.](#)

Registration deadline: August 1

Below the text is a video player titled "McKendree University New Student Orientation Preview" showing a group of students in blue shirts. The video player shows a progress bar at 01:40.

The bottom of the browser window shows the taskbar with various application icons and the system clock displaying 2:47 PM on 4/11/2017.

Click on FERPA Release Form to give permission to a parent to access your financial aid or academic information.

FERPA Release Form

Fill out this form if you'd like to authorize the release of your financial and/or academic records.

What is FERPA?

The *Family Educational Rights and Privacy Act*, also known as FERPA, is a federal law that protects the privacy of student education records.

- The right to **inspect and review** education records.
- The right to seek to **amend** education records.
- The right to have some control over the disclosure of personally identifiable information from your education records.

All educational institutions (elementary, secondary and post-secondary) are required to comply with FERPA.

Who is protected under FERPA?

Students who are currently enrolled or formerly enrolled, *regardless of age*, at an educational institution are protected under FERPA. This includes persons who have applied but have not attended (attendance begins with the first class session).

What are Education Records?

Education records are all records that:

- Contain information directly related to a student (including but not limited to names, addresses, and telephone numbers).
- Are maintained by McKendree University or an authorized agency.

What about Parents, Guardians and Spouses?

Once a student enrolls in a post-secondary educational institution, the student wishes to view and inspect, or even discuss, a McKendree University record, the student must provide *written consent* to allow the release of the record. This form also allows a student to indicate who should be notified of the release of the record.

Submitter Information

First Name * Middle Name Last Name * Suffix
Phone * E-mail *
Student ID Number*

Permission to Release Financial Information

I wish to give permission to release financial information: *

I give permission for McKendree University personnel to speak with and/or disclose information regarding my student financial records to persons, companies or organizations listed below. I understand this release form will remain in effect unless I provide the Business Office or Office of Financial Aid with written notice revoking the release of financial information.

Name: Relationship to Student:

Name: Relationship to Student:

Click on Vehicle Registration to register your vehicle with Public Safety. All on-campus students must have a valid parking permit on their vehicle.

The screenshot shows a web browser window displaying the Blackboard Learn interface. The address bar shows the URL: <https://blackboard.mckendree.edu/webapps/portal/execute>. The page title is "Vehicle Registration".

The main content area is titled "Vehicle Registration" and contains the following text:

Mck Vehicle Registration Form

Mck Vehicle Registration

Please use Internet Explorer as your browser

All students, faculty and staff are required to display a University issued parking permit on their vehicle when parked in a campus parking lot. Decals can be obtained from the Office of Public Safety.

Public Safety Office

Hours of Operation: Monday - Sunday, 24 hours a day/7 days a week
535 N. Monroe St. (house on corner of Summerfield and Monroe)
Telephone: (618) 537-6911

Below the text is a circular icon of a blue car.

The left-hand navigation menu includes the following items:

- First-Year-Introduction (First Year Introduction)
 - Welcome!
 - Announcements
 - New Student Checklist
 - 2017 FYI Session Dates
 - Chat with Students & Staff
- Course Registration
 - Success Navigator
 - Class Schedule
 - Pay Deposit
 - Transcripts
- Finalize Your Enrollment
 - Residence Life
 - Financial Aid
 - Business Office
 - Medical History Form
 - New Student Orientation
 - FERPA Release Form
 - Vehicle Registration

A red arrow points to the "Vehicle Registration" link in the "Finalize Your Enrollment" section of the navigation menu.

The Windows taskbar at the bottom shows the system tray with the date and time: 2:48 PM, 4/11/2017.

Click on Campus Maps to view a calendar of campus events and much more.

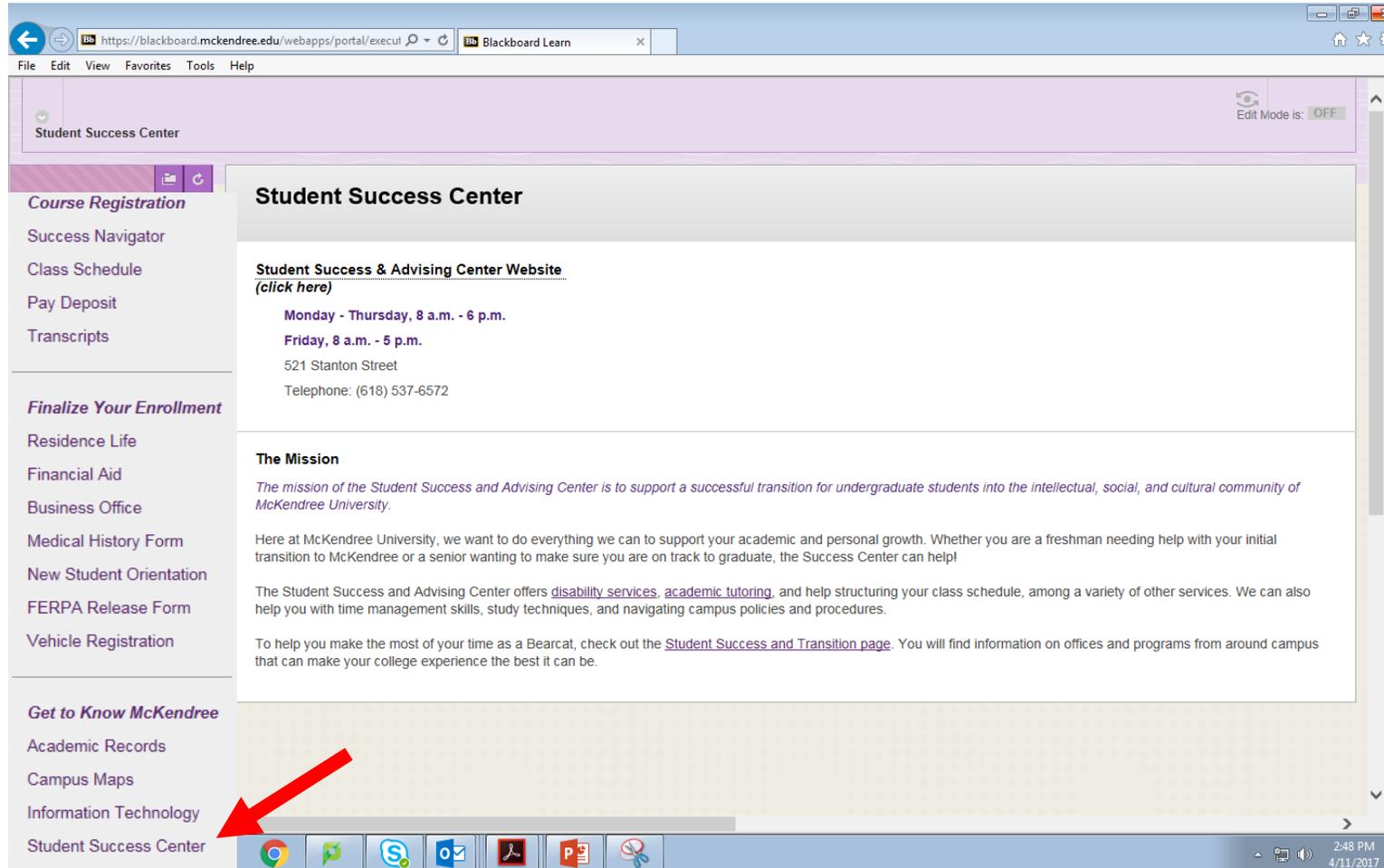
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The main content area is titled 'Campus Maps' and features a 3D map of the Lebanon campus. Below the map, there is a section titled 'Additional Resources to make your visit to McKendree the best it can be!' with the following links:

- [Events Calendar](#)
- [Campus Map](#)
- [Campus Directions](#)
- [Lebanon, Illinois](#)
- [Lodging/Hotel Accommodations](#)
- [Parking](#)
- [Phone Numbers](#)
- [The Hett](#)
- [Athletics](#)
- [Explore St. Louis](#)

A red arrow points to the 'Campus Maps' link in the left-hand navigation menu.

Click on Student Success Center to learn about support services offered to students, academic tutoring and transitioning to college life.



The screenshot shows a web browser window displaying the Blackboard Student Success Center page. The browser's address bar shows the URL <https://blackboard.mckendree.edu/webapps/portal/execution>. The page title is "Student Success Center".

The left sidebar contains a list of navigation links:

- Course Registration
- Success Navigator
- Class Schedule
- Pay Deposit
- Transcripts
- Finalize Your Enrollment
- Residence Life
- Financial Aid
- Business Office
- Medical History Form
- New Student Orientation
- FERPA Release Form
- Vehicle Registration
- Get to Know McKendree
- Academic Records
- Campus Maps
- Information Technology
- Student Success Center

The main content area is titled "Student Success Center" and contains the following information:

Student Success & Advising Center Website
(click here)

Monday - Thursday, 8 a.m. - 6 p.m.
Friday, 8 a.m. - 5 p.m.
521 Stanton Street
Telephone: (618) 537-6572

The Mission

The mission of the Student Success and Advising Center is to support a successful transition for undergraduate students into the intellectual, social, and cultural community of McKendree University.

Here at McKendree University, we want to do everything we can to support your academic and personal growth. Whether you are a freshman needing help with your initial transition to McKendree or a senior wanting to make sure you are on track to graduate, the Success Center can help!

The Student Success and Advising Center offers [disability services](#), [academic tutoring](#), and help structuring your class schedule, among a variety of other services. We can also help you with time management skills, study techniques, and navigating campus policies and procedures.

To help you make the most of your time as a Bearcat, check out the [Student Success and Transition page](#). You will find information on offices and programs from around campus that can make your college experience the best it can be.

A red arrow points to the "Student Success Center" link in the left sidebar. The Windows taskbar at the bottom shows the time as 2:48 PM on 4/11/2017.