# Welcome to the University of Louisville!

We are happy you have chosen to make U of L your home for your next educational journey!

## **Instructions:**

Please review the following pages pertaining to important information you will need to set up and access your UofL student accounts.

# THIS WILL NOT FULFILL YOUR ORIENATATION REQUIREMENT.

More information will be provided at the end of this presentation.

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**Cardinal Card** 

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LOUISVILLE, BE LOUD. BE PROUD. BE PREPARED.

**BLACKBOARD** 

## **Activating Your Account**

http://louisville.edu/admissions/activate

- ➤ In order to access any University of Louisville student accounts you will need to set-up your username and password.
- ➤ The above website will walk you through a series of steps to retrieve your username, give you a temporary password, and instructions on how to set your secure password.
- ➤ You will need your student ID which you can find on your Certificate of Admissions.



## **Activating Your Account**

http://louisville.edu/admissions/activate



APPLY NOW

**ACADEMICS** 

SCHOLARSHIPS & AID

VISIT CAMPUS

HOUSING & STUDENT LIFE

MORE ABOUT ...

**CONTACT US** 

ACTIVATE ACCOUNT

Home » Activate Account

#### **ACTIVATE YOUR ACCOUNT**

#### Welcome to the University of Louisville!

Before you log in to any of UofL's online services, you will need to activate your UofL account.

- Go to <u>louisville.edu/userid</u> and get your user ID using your Social Security Number (SSN)
  and your date of birth. Write your user ID and 7-digit student ID down or copy/paste them
  into a document so you can grab it for the next steps.
- 2. Go to ULink, our student portal, at louisville.edu/ulink.
- 3. Put in your user ID you got in step 1 in the user ID box.
- 4. Next will be your password. Your default password will be the following:
- 5. First 2 letters of your first name (lower case)

First 2 letters of your last name (lower case)

First 2 letters of your last name (lower case)

an exclamation point (!)

the last 4 digits of your numerical student ID

Example: John Smith, with a numerical ID of 123456, has a default password of josm!3456. We know, it's a little weird, but it's set up this way to protect you from identity theft and other mischief.

6. Click submit. If it's successful, you will receive a "Password expired" message. Don't worry, that just means it's time to set up your new UofL password. Follow the link to set up your new password. You will also be able to set up challenge questions, which will allow you to

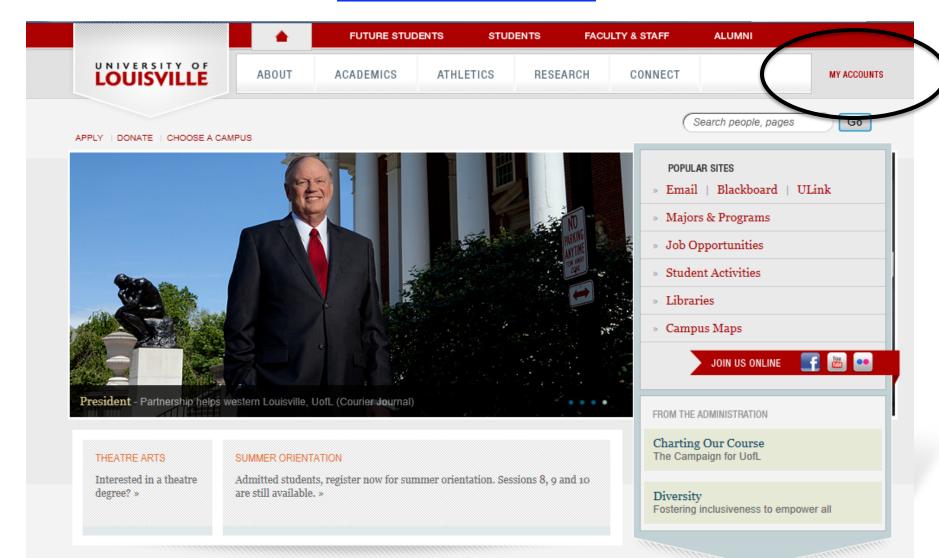


# **Student Accounts**

You can access ULINK, Blackboard, and CARDMail from the U of L Homepage.

## **Student Accounts**

http://louisville.edu





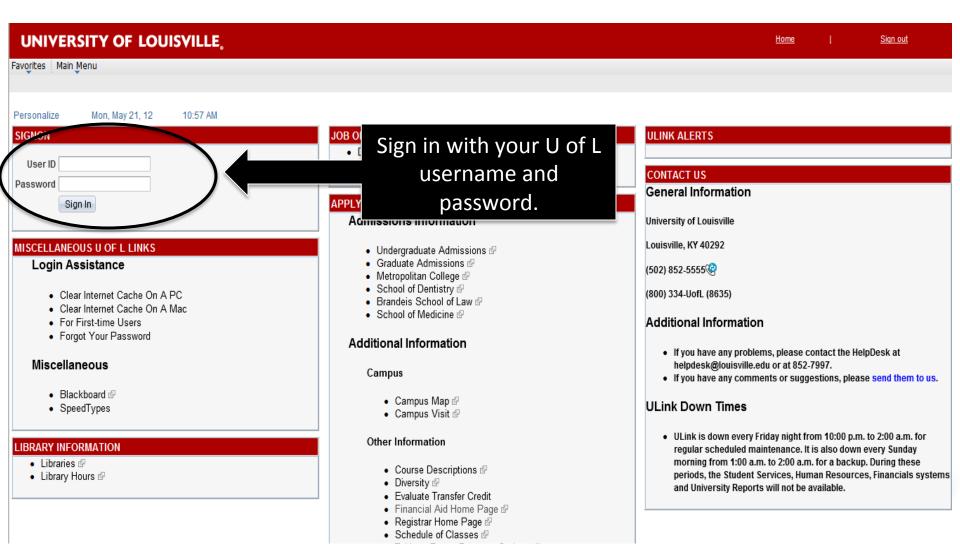
LOUISVILLE, BE LOUD. BE PROUD. BE PREPARED.

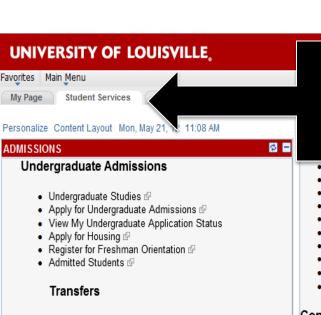
http://ulink.louisville.edu

# Web portal for all UofL students and staff. This portal contains but is not limited to:

- Tuition Account Info
- Academic Records
- Financial aid
- Personal information
- Campus Resources

- Class schedule
- Grades
- Transcript requests
- Registration Holds
- Web Balloting





- o Transfer/Adult Students 🗗
- o Evaluate Transfer Credit
- o Transfer Evaluation View/Print
- o Register for Transfer/Adult Orientation 🗗

#### **Graduate Admissions**

- Apply for Graduate Admissions @
- View My Graduate Application Status

#### Other Admissions

- School of Dentistry
- Brandeis School of Law @
- School of Medicine
- Master of Business Administration
- Master of Public Health

You can find all the information in this presentation under the Student Services tab.

- Account
- Make a Payment
- Payment Options
- Statement of Student Financial Responsibility @
- Student Information
- Transaction Summary
- Tuition and Fees
- UofL OneCard
- View 1098T
- · Tax Credit Summary of Account

#### Contact Us

If you have any problems or questions regarding student fees or payment information concerning your student records, please contact the Bursar's Office at Bursar@louisville.edu

#### FINANCIAL AID

Applying for Financial Aid? Submit your FAFSA **Now!** Undergraduate students and their parents who wish to apply for federal financial aid need to file their FAFSA early this year -- on **January 1** or as soon as possible after that date. For more information, go to:

http://louisville.edu/financialaid/how-to-apply/fafsa-faq

- Student Financial Aid Home Page @
- View My To Do List
- · View My Financial Aid
- Accent/Decline Financial Aid

### REGISTRATION

Dates for priority registration for Summer 2012 and Fall 2012 will begin in early April based on classification and an alphabetic rotation. Go to

Home

Sign out

**₫** −

http://louisville.edu/registrar/registration-information.html for the exact dates and times.

Specific class information for Summer, Fall 2012 and Spring 2013 semesters is available online at:

http://htmlaccess.louisville.edu/classSchedule/setupSearchClassSchedule.cfm

#### Registration Information

- Registrar's Home Page 🗗
- Course Descriptions @
- Degree Application
- FAQ's 🗗

ф —

- Grades
- Intra-University Transfer
- Request to Re-enroll

#### Registration Preparation

- Holds/Notices on Record/Account
- Registration Dates
- Course Schedule Explanation
- Schedule of Classes
- Plan
- New Registration Instructions @
- · Enrollment Shopping Cart

- View your Account
  - See your tuition bill
  - View due dates
- Payment Options
  - Payment plan options
  - Payment fees by payment
- UofL One Card
  - Tuition reimbursement method.
  - Must be activated if you want to receive any residual funds.

### TUITION-FEES-PAYMENT OPTIONS



- Account
- Make a Payment
- Payment Options
- Statement of Student Financial Responsibility &
- Student Information
- Transaction Summary
- Tuition and Fees
- UofL OneCard №
- View 1098T
- · Tax Credit Summary of Account

### Contact Us

If you have any problems or questions regarding student fees or payment information concerning your student records, please contact the Bursar's Office at Bursar@louisville.edu

- Financial Aid Homepage
  - Important dates
  - Announcements
- To Do List
  - forms or tasks to accomplish before aid can be distributed
- Accept/Decline
  - Necessary for ANY amount
- Summer Aid
  - Must have previous year FAFSA on file

### FINANCIAL AID

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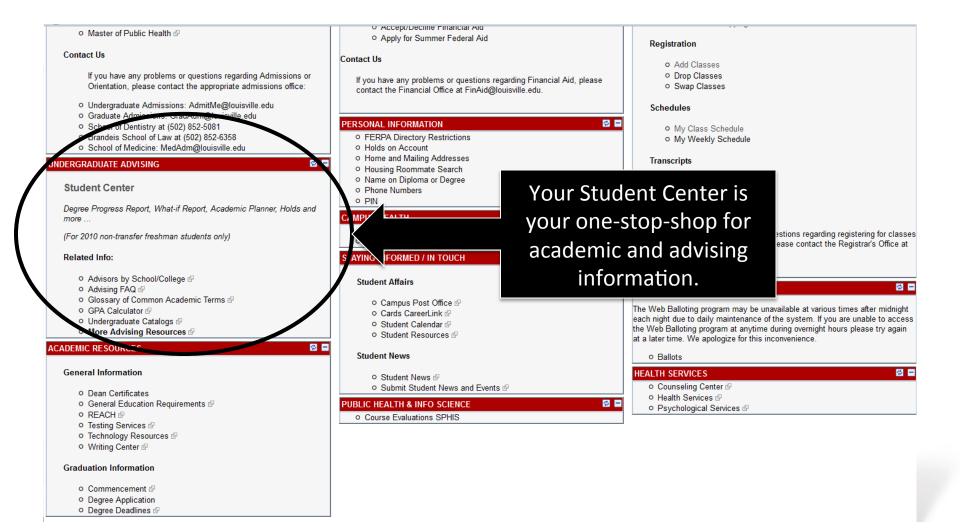
Applying for Financial Aid? Submit your FAFSA **Now!** Undergraduate students and their parents who wish to apply for federal financial aid need to file their FAFSA early this year -- on **January 1** or as soon as possible after that date. For more information, go to: <a href="http://louisville.edu/financialaid/how-to-apply/fafsa-faq">http://louisville.edu/financialaid/how-to-apply/fafsa-faq</a>

- Student Financial Aid Home Page
  - · View My To Do List
  - View My Financial Aid
  - Accept/Decline Financial Aid
  - Apply for Summer Federal Aid

### Contact Us

If you have any problems or questions regarding Financial Aid, please contact the Financial Office at FinAid@louisville.edu.

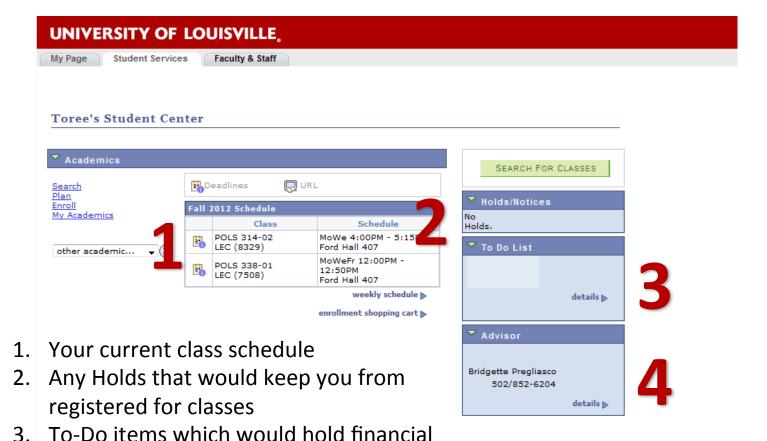
\*Contact the Financial Aid Office as soon as possible if you have questions about your aid options.





### Some important items to note:

- General Advising Information (including contact numbers)
- GPA Calculator
- Undergraduate Catalogue including all program requirements



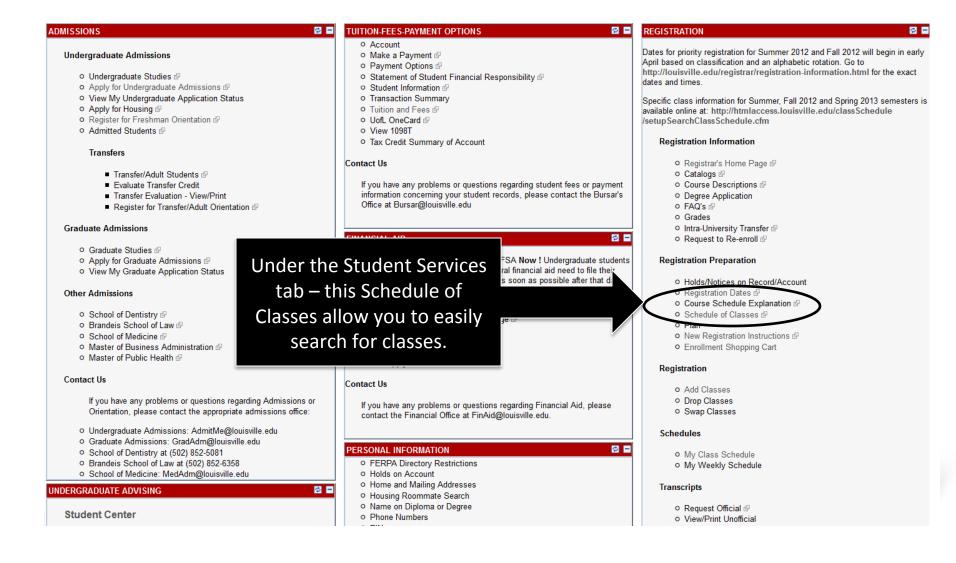
aid or other important action items

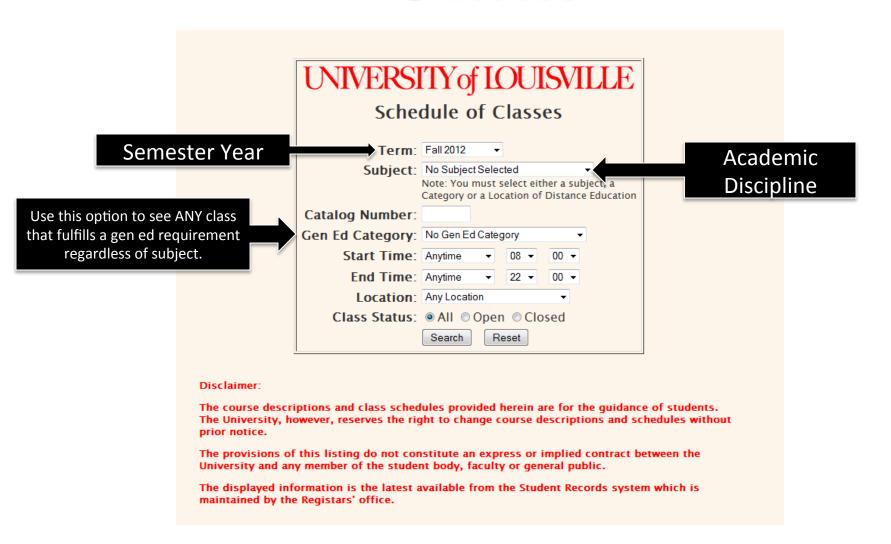
4. Academic Advisors name and phone

number.

# Registering Classes







#### UNIVERSITY of IOUISVILLE

History Fall 2012

101 Gottschalk Hall - 852-6817

The Class Number in the first column is used when registering.

Classes displayed inside of yellow rows are currently closed to enrollment.

Classes displayed inside of green rows are non-enrollment sections. Please select from the subsequently displayed sections of the class.

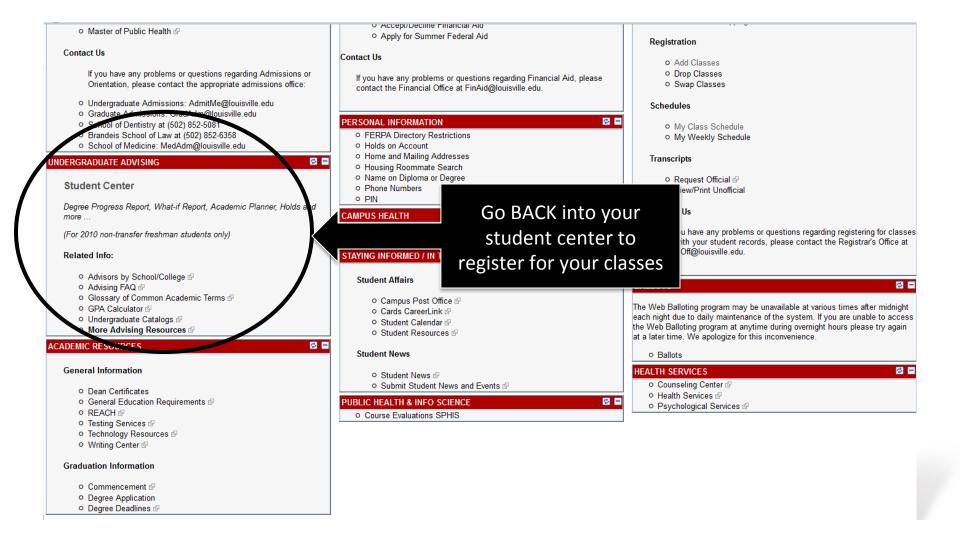
**Textbook Information** – To view the price of textbooks and other materials for a class, click on the title of class for the section you have selected. This will take you to the Course Catalog page where you can click on the "View Required Books" button

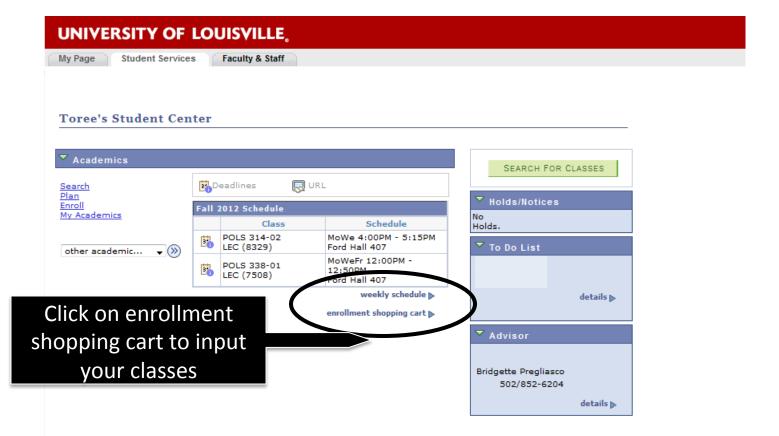
#### Department Web Page

	For best results, please print the schedule in <b>Landscape</b> mode.										
3085	HIST	102	07	HIST-CIVILIZATIONS II - SB	MWF	10:00am-10:50am GH303	0 of 50	0 of 5	McInnis, E	3.00	BELKNAP
4675	HIST	102	08	HIST-CIVILIZATIONS II - SB	TTh	11:00am-12:15pm DA308	0 of 50	0 of 5	Fleming, T	3.00	BELKNAP
4676	HIST	102	09	HIST-CIVILIZATIONS II - SB	TTh	01:00pm-02:15pmGH303	0 of 50	0 of 5	Weissbach, L	3.00	BELKNAP
5881	HIST	102	10	HIST-CIVILIZATIONS II - SB	TTh	02:30pm-03:45pmGH303	0 of 50	0 of 5	Dills, R	3.00	BELKNAP
7723	HIST	102	11	HIST-CIVILIZATIONS II - SB Note: This section has been changed.	TTh Th	09:30am-10:30am DA109 01:00pm-01:50pmDA206		0 of 5	Taylor, M Taylor, M	3.00	BELKNAP
7724	HIST	102	12	HIST-CIVILIZATIONS II - SB	TTh Th	09:30am-10:30am DA109 01:00pm-01:50pmLF101	0 of 25	0 of 5	Taylor, M Taylor, M	3.00	BELKNAP
7725	HIST	102	13	HIST-CIVILIZATIONS II - SB Note: This section has been changed.	TTh Th	09:30am-10:30am DA109 03:00pm-03:50pm DA206		0 of 5	Taylor, M Taylor, M	3.00	BELKNAP
7726	HIST	102	14	HIST-CIVILIZATIONS II - SB	TTh F	09:30am-10:30am DA109 09:00am-09:50am LF101	0 of 25	0 of 5	Taylor, M Taylor, M	3.00	BELKNAP
7727	HIST	102	15	HIST-CIVILIZATIONS II - SB	TTh F	09:30am-10:30am DA109 10:00am-10:50am LF101	0 of 25	0 of 5	Taylor, M Taylor, M	3.00	BELKNAP
7728	HIST	102	16	HIST-CIVILIZATIONS II - SB Note: This section has been changed.	TTh F	09:30am-10:30am DA109 10:00am-10:50am DA209		0 of 5	Taylor, M Taylor, M	3.00	BELKNAP
7729	HIST	102	17	HIST-CIVILIZATIONS II - SB Note: This section has been changed.	TTh F	09:30am-10:30am DA109 12:00pm-12:50pmDA209		0 of 5	Taylor, M Taylor, M	3.00	BELKNAP
7730	HIST	102	18	HIST-CIVILIZATIONS II - SB	MW W	01:00pm-01:50pmDA109 02:00pm-02:50pmHM103		0 of 5	McLeod, J McLeod, J	3.00	BELKNAP
7731	HIST	102	19	HIST-CIVILIZATIONS II - SB	MW W	01:00pm-01:50pmDA109 03:00pm-03:50pmHM100		0 of 5	McLeod, J McLeod, J	3.00	BELKNAP
7732	HIST	102	20	HIST-CIVILIZATIONS II - SB Note: This section has been changed.	MW Th	01:00pm-01:50pmDA109 09:00am-09:50am GH203		0 of 5	McLeod, J McLeod, J	3.00	BELKNAP
7733	HIST	102	21	HIST-CIVILIZATIONS II - SB Note: This section has been changed.	MW Th	01:00pm-01:50pmDA109 10:00am-10:50am GH203		0 of 5	McLeod, J McLeod, J	3.00	BELKNAP
8520	HIST	102	22	HIST-CIVILIZATIONS II - SB Note: This section has been added.	MW	04:00pm-05:15pmGH303	0 of 50	0 of 5	Krebs, D	3.00	BELKNAP
5561	HIST	102	50	HIST-CIVILIZATIONS II – SB  Note: The section above is delivered online over the Internet. Online courses are charged at a different hourly rate than regular courses. These rates are available at http://louisville.edu/finance/bursar/tuition.		TBA DISTN ED	CE 0 of 50	0 of 5	McInnis, E	3.00	DISTANCEED

### **Points to Remember:**

- The first column provides the number you need to register for the class
- Distance Ed this denotes an online class and has an associated fee
- Be sure to read the NOTE section underneath each class title





# **BLACKBOARD®**



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## **BLACKBOARD**

http://blackboard.louisville.edu

Technology assistance for in-person and online classes

### **CLASSES**

- Rosters, Grades, Email access, Announcements
- Class assignments, Discussion Boards, Exams, Evaluations

### **Organizations**

Announcements, Photos, Email access, Participation



## **BLACKBOARD**



LOUISVILLE.

Welcome

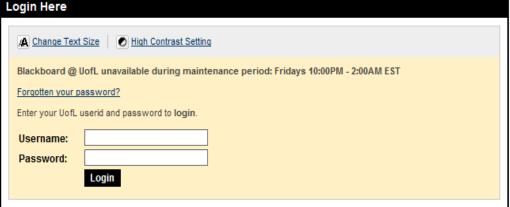
Courses & Catalog

Help

hat issues	Logi	n Here	
oration (Chat & Virtual Classroom) are still issues. Information Technology,	A	Change Text S	Size 🚺 Hio
oard and the Delphi Center are working to the issue. If this feature does not function	Bla	ckboard @ Ud	ofL unavailab
oriately for you, please contact the Delphi	<u>For</u>	gotten your pas	ssword?
for alternatives, Delphi@louisville.edu.	Ente	er your UofL us	serid and pass
	Us	ername:	

Browser Checker UofL Schedule of Classes Courses Catalog Welcome

Don't forget to use your SAME U of L username and password.

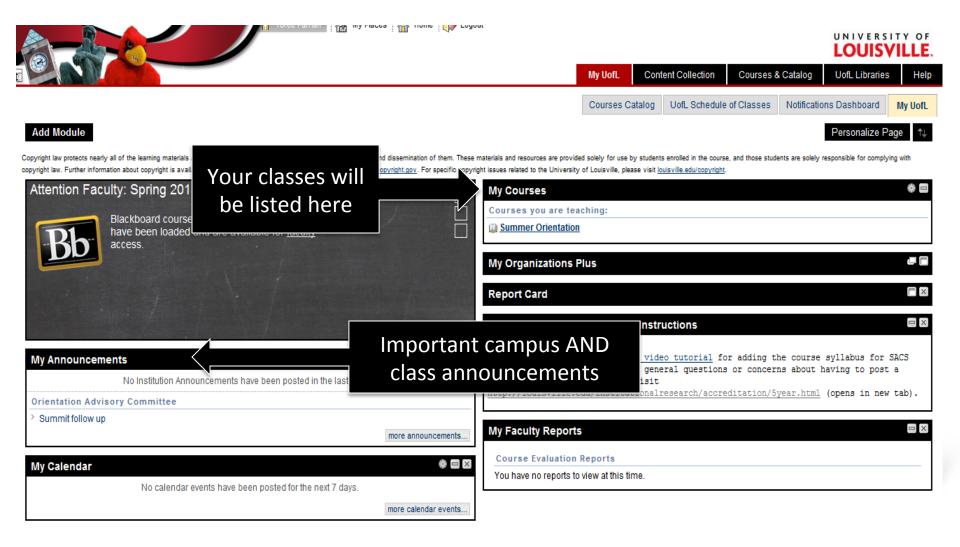








## **BLACKBOARD**





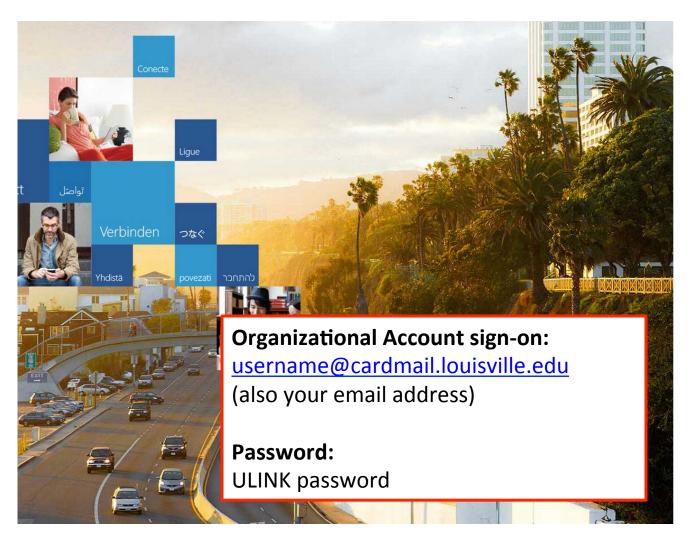
LOUISVILLE, BE LOUD. BE PROUD. BE PREPARED.

## http://outlook.com

U of L students, staff, and faculty email server

- Powered by Microsoft Outlook
- FEATURES
  - Email
  - Address Book
  - Calendar
  - Forwarding Service
  - Phone Syncing





Office 365

Sign in with your organizational account

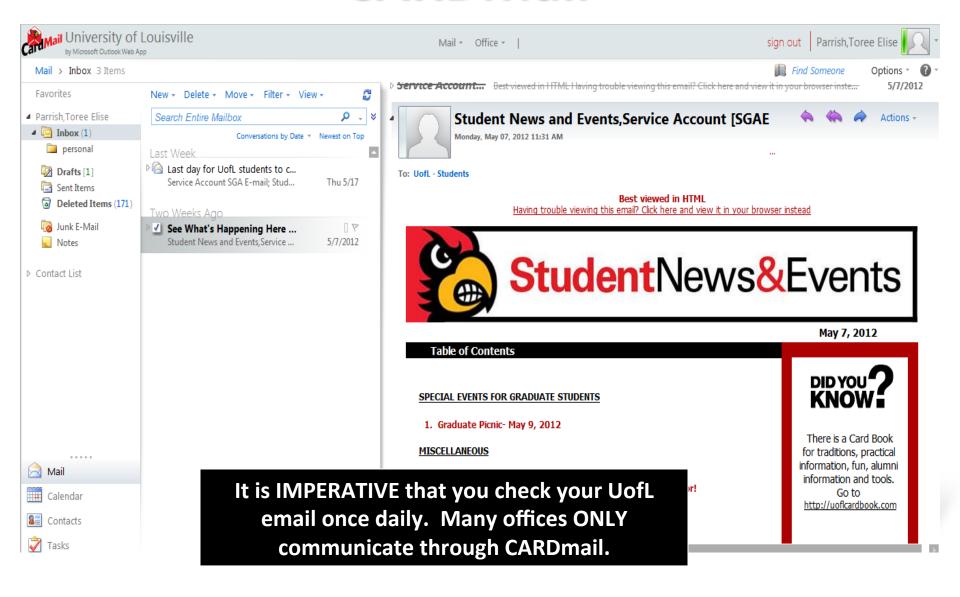
someone@example.com

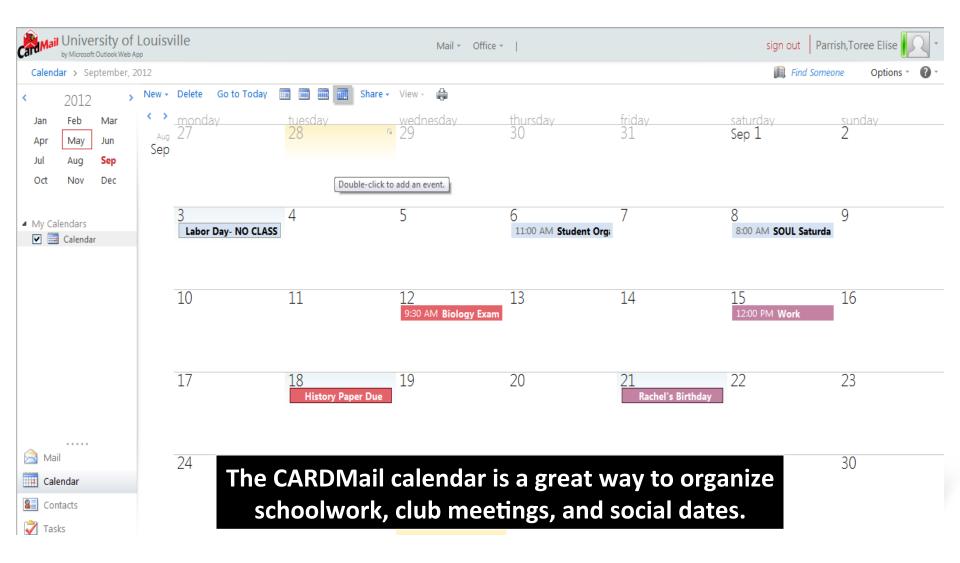
Password

Keep me signed in

Sign in

Can't access your account?





# Louisville ALERTS



## **Louisville Alerts**

http://louisville.edu/alerts

Emergency alert system for all UofL students and employees

- FREE Alert system you only pay for the amount you would already pay for an incoming text message.
- You can register your cell number and up to two additional phone numbers.
- You are already registered through your CARDMail account but can add 2 additional email addresses.
- The following page shows the log-in screen. You will need to CLICK on Add Text Messages and then sign in with your UofL username and password.

## **Louisville Alerts**

### **University Alert System**

UofL wants to protect its greatest asset: YOU.

During an emergency or when campus conditions affect class/work schedules, you will receive information

#### ON YOUR PHONE

- By text message to a phone number of your choice.
- Ability to add two additional phone numbers.
- 🔅 Broadcast and/or written message to all office, classroom and dorm Cisco IP phones.

#### THROUGH YOUR E-MAIL

- Ry e-mail message to your official UofL e-mail address
- 🛸 Ability to add two additional e-mail addresses.

#### ON THE WEB

🛊 On the homepage at louisville.edu. (See screenshot for message placement)



NOTE: Text messaging and e-mail of choice alerts are opt-in. You must sign up to receive them.

- FREQUENTLY ASKED QUESTIONS
- EMERGENCY PROCEDURES

VISIT THE CAMPUS POLICE SITE

## **UL Mobile**

**Free app**: Available for Android, Blackberry, and iPhone

- Interactive Maps
- Cardinal Shuttle Routes and Schedules
- Staff/Student/Faculty
   Directory
- Athletics/Campus
   Events

- Course Catalog
- News and Videos
- Images
- Library Catalog
- Emergency Information (CARDS Safety App)

# Need help?



# **Technology Resources**

IT Website <a href="http://louisville.edu/it">http://louisville.edu/it</a>

The website includes a live chat option, FREE downloadable software, and FREE virus protection.

## **IT Help Desk**

Refer to the website for hours.

IT Express Zone located in LL of Miller Information Technology (MITC) building

Purchase computers, accessories, and other technology needs.

# Parking



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# Parking Office

Web <a href="http://louisville.edu/parking">http://louisville.edu/parking</a>

**Phone** 502-852-PARK (7275)

# Permits Enforced 24 hours a day

- Citations will result in a registration hold
- Transaction and appeals can be completed online

The Parking Office is located in the Floyd Street Parking Garage.

### **Permit Prices**\*

Red (Reserved)	\$590
Blue (staff)	\$281
Green (90+hrs)	\$132
Purple Plus	\$111
Purple	\$98

### Yellow (Residents)

\*Prices reflect Aug 2014 – Aug 2015. If you are entering in Spring 2015 your price will be prorated.

# Student ID Card



## **Cardinal Card**

## http://louisville.edu/cardinalcard

## Office located in the LL of the Houchens Building

\*\*They now have online photo submission\*\*

- Holds your Meal Plan
  - Swipes, flex money, and cardinal cash
  - All FULL-TIME students on the Belknap campus are required to have a meal plan.
  - Commuter Plan = \$175 per semester
- On-campus printing

- Library Card
  - Check out books, DVDs, camera equipment, iPads, Kindle's, and hourly rentals of computers and phone chargers.
- Discounts
  - Movie theaters, restaurants, entertainments venues
  - Ride TARC (city bus system) for free

## Now What?

- ✓ Congratulations on being admitted!
  - ✓ Academic Advising Appointment
    - **✓** Register for Classes
- ✓ Complete a New Student Orientation (information on next slide)

## **New Student Orientation**

http://louisville.edu/newcards/orientation

- The ONLINE option is the only one available.
- You MUST complete Online
   Orientation by January 21<sup>st</sup>. After that date you will have a registration hold put on your account keeping you from registering for SUMMER/FALL 2015.

### **Registration Process**

- Register online
- After 24 hours, the module will be loaded onto BlackBoard under My Organizations section.
- View the Presentation, take the assessment, pass with a 70% or better.
- 24 hours after you SUBMIT your score, the registration hold will be lifted.

## YOU'RE INVITED!!

We have a SPECIAL

Welcome Luncheon and Open House in your honor on

Tuesday, January 6<sup>th</sup> at 12 p.m.

You Must RSVP – details and event information on the following page.

## YOU'RE INVITED!!

After the lunch there are some optional activities:

- Classroom tours beginning at 1 p.m.
- Talk with a Transfer Admissions Counselor regarding your Transfer Credit Evaluation or any last-minute questions.
- Get your student ID card
- Purchase your parking pass
- Take care of any other university business!

### To RSVP:

Send an email to <a href="mailto:orient@louisville.edu">orient@louisville.edu</a> with your name and student ID number. Please include if you want to participate in the classroom tours.

# Questions?

New Student Orientation 502-852-7276 orient@louisville.edu

Transfer Student Services
502-852-0166
admitme@louisville.edu

