



Your DEAN OF STUDENTS OFFICE

NOVEMBER 2016 PARENTS' E-NEWSLETTER

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INTRODUCTION TO THE DEAN OF STUDENTS OFFICE

As the semester progresses, we in the Dean of Students Office would like to reach out to remind parents and family members that we are here on campus not only as a resource for students, but for you as parents as well. Our office is a part of Student Affairs, and we serve as the primary administrative contact and advocate for both undergraduate and graduate students. Our main charge is to provide services and programs that enhance student life and the Hamline community, and also to provide general assistance to students and parents who have concerns or questions. Additionally, our office is charged with formulating and reviewing policies relating to students, providing emergency loan information to undergraduate students, creation of the Hamline student planner (Piper Planner), acting as a point of contact for students who want to talk about issues regarding harassment, discrimination, and sexual misconduct, and overseeing Dining Services and the University Bookstore, along with many other responsibilities.

Full-time staff in our office includes the Dean of Students Alan Sickbert, our Associate Dean of Students and Title IX Coordinator Patti Klein, Assistant Dean of Students and Director of Residential Life Javier Gutierrez, and Administrative Assistant Shelley Burton. We encourage both parents and students to reach out whenever you run into questions or issues at Hamline, and look forward to serving you!

CONTRACT RELEASE PROCESS FOR SPRING SEMESTER STUDENT HOUSING

Students who live in on-campus housing have signed a contract for the full academic year. Parents, if your student is currently living in Hamline student housing and you know that they do not plan to live in student housing during spring semester, please be sure they follow the process to fill out a contract release request. The contract release request is available at this link: https://publicdocs.maxient.com/reportingform.php?HamlineUniv&layout_id=9. Once received, the request will be sent to the Office of Residential Life's contract release request committee, which will make a decision based on the information and documentation provided by the student.

Please note that students who are participating in a spring term Study Abroad program, withdrawing from the university, taking a leave of absence, or graduating after fall semester will be released from their housing and meal plan contract without penalty. Housing charges for students released from their contract will be prorated to the date they officially check out of the room. Students who are not released will remain responsible for the full academic year's housing and meal plan charges. November 30th is the preferred deadline for students who are requesting a release from Spring semester, however contract release requests are accepted throughout the academic year.

FAFSA UPDATE

Parents, take note! New for Academic Year 2017-2018, you can fill out the FAFSA (Free Application for Federal Student Aid) **anytime after October 1st, 2016**—which means it's available **now!** Hamline encourages students to complete their FAFSAs today—don't wait! For more information, visit the Hamline Financial Aid Office at <https://www.hamline.edu/financial-aid/>.

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 **HAMLIN UNIVERSITY**

FAMILY WEEKEND RECAP

Hamline celebrated Family Weekend this past November 11th - 13th, 2016. This year's program included the opening of the 86th season of the Hamline Theatre with their production of *Hamlet* and the Annual Family Weekend Concert featuring many of the University's musical ensembles. There were also sessions introducing Family Weekend participants to GREEN DOT (the University's Bystander Intervention program), and covering resources for first-generation college students.

The Office of Student Leadership and Activities would love to hear from you as they begin to plan the 2017 Family Weekend program. Please take a few minutes to complete the Family Weekend Survey available online at tinyurl.com/FamilyWkndSurvey.

IMPORTANT DATES FOR THE HOLIDAY SEASON

Thanksgiving and the holiday season are right around the corner! Classes will not be in session on Thursday or Friday November 24th and 25th, and the University will be closed in observation of the Thanksgiving holiday.

For residential students who live on-campus, the dorms will remain open and staffed throughout the Thanksgiving holiday and the weekend, however students who plan to remain on campus should make alternate plans for meals on these dates.

Hours of dining operation in Anderson Center will change to the following schedule for the Thanksgiving holiday and weekend:

- November 23: Close early at 7:00 PM
- November 24: Closed, Holiday
- November 25: Closed, Holiday
- November 26: Open Regular Hours
- November 27: Open Regular Hours (Dining Begins 4:30 PM)

Parents, a reminder that your student's declining balance now

carries over into Spring semester!

The Office of Residential Life will be hosting a Turkey Day Dinner for students who will be on campus and do not have other plans. Students who are interested in joining the Turkey Day Dinner should RSVP by Friday, November 18th at the following link: <http://tinyurl.com/2016turkeydaysvp>.



WINTER BREAK SCHEDULE

It's not too early to start talking to your student about their plans for **Winter Break!**

Fall classes end on December 13th, and final exams are the week of December 15th—20th. **The university will be closed from the afternoon of Friday, December 23rd—Monday, January 2nd.** Hamline residential halls will be closed from 5 PM on December 21st and will re-open on January 1st.

J-TERM / SPRING REGISTRATION REMINDER

Registration for J-term and spring semester opened on November 14th.

Remind your students to register for J-term and Spring Semester as soon as possible to make sure they get into the classes they need!

DID YOU KNOW?

45 Fulbright scholars, 5 Rhodes scholars, and 1 Truman scholar have graduated from Hamline!

MESSAGE FROM PRESIDENT MILLER

Last week, President Miller sent out a message to the Hamline community addressing the recent U.S. presidential election. You can view her message at:

<https://docs.google.com/document/d/1SLqZctwDoWtSJZhLBe6RtXlkZS2I-te-VQyGat0nh8/edit?usp=sharing>

