



SAINT AUGUSTINE'S  
UNIVERSITY

*Transform. Excel. Lead.*

Parents'

# FALCON PREP CHECKLIST

**Help us help you.** While we understand parents may want to foster a sense of independence for their child during college, we need for our parents to be engaged and involved to ensure the best Falcon experience for our students. Please use this checklist as a resource for important things you should know about your child's matriculation at Saint Augustine's University.

## \_\_\_\_\_ FERPA - Family Educational Rights and Privacy Act

**Who sees the grades?** College students' records are protected by the Family Educational Rights and Privacy Act (FERPA). It restricts institutions from releasing grades and other educational records without a student's written permission. Students and parents should discuss what level of disclosure is mutually expected and acceptable, as well as what campus policies address this matter and what releases may need to be signed.

*FERPA forms may be signed by the student in the Registrar's Office, located in the Hunter Building – Room 106. Call 919.516.4363 with any questions.*

## \_\_\_\_\_ Student Code of Conduct

**What behavioral expectations?** Many students have experimented with sex, drugs and alcohol while in high school, and some may have been involved in verbal or even physical conflict with others. For some students, such things will be uncharted territory. **Saint Augustine's University asks that all students adhere to the Student Code of Conduct which includes the Zero Tolerance Drug Policy and the Zero Tolerance Fighting Policy.** Students tend to be open to advice and feedback from their parents; therefore, we ask that you have open dialogue with your student about these critical issues, the importance of making good social choices and the consequences from making bad decisions.

*Student Code of Conduct Handbooks & Policies can be found in the Student Development Office, located in the Hunter Building – Room 204. Call 919.516.4232 with any questions.*

## \_\_\_\_\_ Residential Life and Housing

**What should I leave at home?** The Office of Residential Life and Housing encourages students to make their living environment their home. However, there are some items that create danger to person, damage University property, creates fire and safety hazards, and, therefore, must not be used, possessed or stored in the residence halls or student rooms. This includes items such as pets, candles, incense, electrical cooking appliances, microwave, and space heaters.

*The University Preparation list can be found in the Residential Life and Housing Office, located in the Hunter Building – Room 204. Call 919.516.4234 with any questions.*

## \_\_\_\_\_ Student Dress Code Policy

**What is appropriate dress attire?** Saint Augustine's University seeks to train leaders to excel in a global society. To this end, students are required to dress in a way that places them at the greatest advantage to be recognized as a leader in the SAU and local community. The University Dress Code outlines the specific indicators of attire that is appropriate to the campus environment.

*The Dress Code Policy can be found in the Student Development Office, located in the Hunter Building – Room 204. Call 919.516.4232 with questions.*



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**In order for your student to have a smooth registration process, we ask that you and your student do the following:**

## **ADMISSIONS**

Phone: 919.516.4014, Location: Delany Hall, Room 112

- Submit results from a national police background check
- Submit official final transcript
- Submit test scores (SAT/ACT)
- Immunization records
- Submit official college/university transcripts (transfer students only)
- Submit official college/university transfer Approval form (transfer students only)

## **HOUSING APPLICATION (BOARDING AND NON-BOARDING)**

Phone: 919.516.4234, Location: Hunter Building, Room 204

- Pay your \$200.00 Enrollment Deposit (new and transfer students)
- Pay your \$100.00 Housing Deposit (returning boarding students only)
- Complete your online Housing Application
- Non-boarding students must complete an "On Campus Housing Exemption Application" and have it notarized

## **FINANCIAL AID ELIGIBILITY**

Phone: 919.516.4131, Location: Delany Hall, 1<sup>st</sup> floor

- Complete your 2017-18 FAFSA at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and SAU's code is 002968
- Submit all documents requested by the Financial Aid Office
- Go to CAMS Student Ledger to verify your financial aid award for 2017-18

## **STUDENT ACCOUNTS**

Phone: 919.516.4006, Location: Hunter Building, Room 10

- Contact the Office of Student Accounts if you have questions regarding your account balance and/or to discuss payment options. Start making payments now! Deferred Payment Plans are currently available (subject to Business Office Approval)

### **PAYMENT OPTIONS**

- For Online Payment – <http://st-aug.edu> click STUDENTS, click ONLINE PAYMENT
- Pay in-person in the SAU Cashier's Office, Hunter Building, Room 8. Hours of Operations are Monday-Friday, 9 a.m. – 4 p.m.
- Call Cashier's Office to make payment by phone 919.516.4070