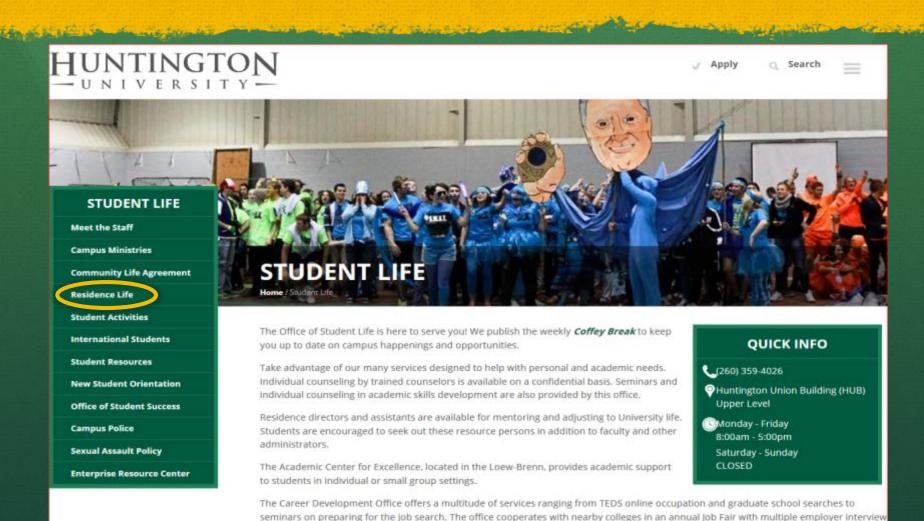


https://www.huntington.edu/student-life

for information about any portion of the contents of this website, please contact Margaret Pasko at mpasko@huntington.edu or call 260-359-4026.

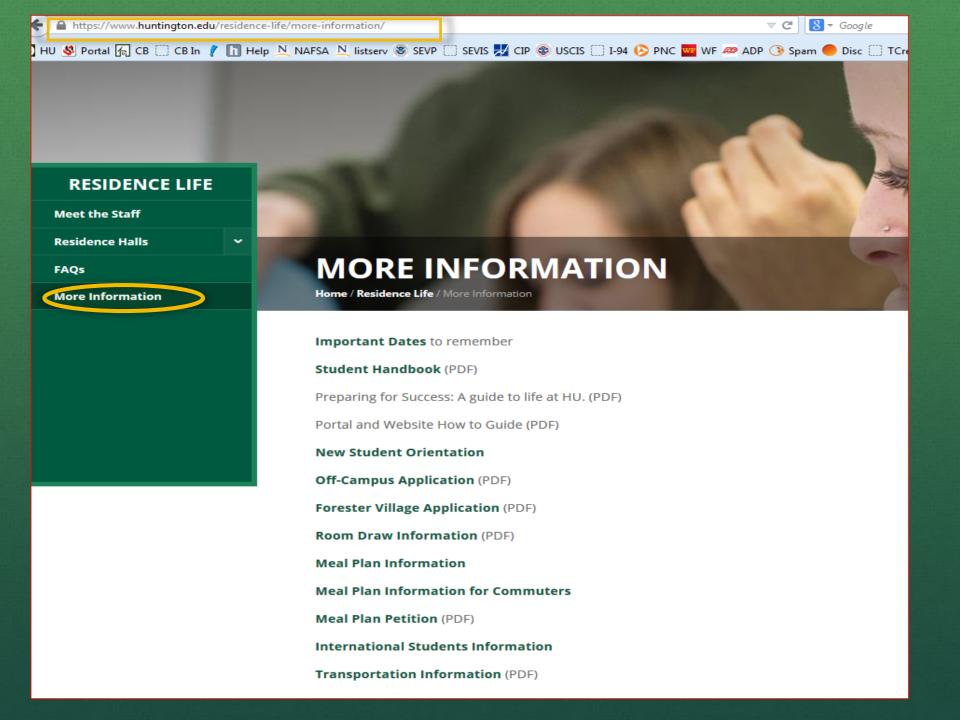


opportunities and conducts an annual career fair with returning alumni from a variety of occupations.

Career services are available to alumni.

HOUSING OVER BREAKS

- The residence halls close over the following breaks: Thanksgiving, Christmas, Easter, and Spring break.
 The DC is closed.
- Check with your RD if you have any questions or need to make housing arrangements.
- There is a list of Important Dates on the residence life page https://www.huntington.edu/residence-life/more-information/.



Portal Logon Info

Access the HU campus portal at https://my.huntington.edu

How to get logged on to Portal

- You may have previously received information on temporary access to the HU portal using your ID number. Since you have been accepted and have paid your deposit, you have now been added to the system with a permanent network ID. Your temporary ID and password will no longer work. The following information is provided for your new access.
- The portal options on the student tab are not available until you register for classes. Once you register logon to the portal and go to the student tab. Your HU e-mail account should now be active. You can access your HU e-mail account by going to the web site https://mymail.huntington.edu. Your network/e-mail username is **«WP_USER_NAME»**. Your network/e-mail password is the last five (5) digits of your social security number (if you do not have a social security number, contact Technology Services at 260-359-4211 for instructions). You should change your password to something that you can remember but is not easily guessed by other people. You can change your password after you log into your HU e-mail account by selecting OPTIONS from the Office Outlook Web Access bar at the top of the page. After selecting this, choose the CHANGE PASSWORD function. Your HU email address is <a href="https://www.wpuser.number.n
- You can now access the HU campus portal at https://my.huntington.edu, and logon using your username (**«WP_USER_NAME»**) and your network/e-mail password. Once logged in, go to the STUDENT tab.

You logon to the portal (Use your date of birth in this format dd/mm/yyyy (ex. 01/01/2014). If that does not

work, use 99999

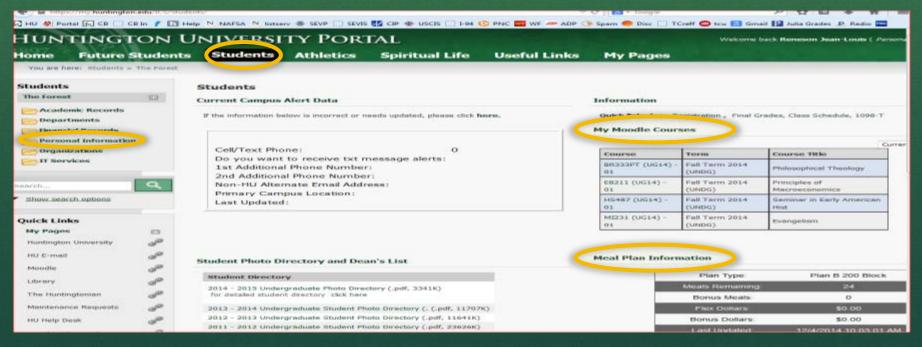
for the password.

https://mymail.huntington.edu

For information on user name and password contact tech services <u>rbrocher@huntington.edu</u> or call 260-359-4001



Then select Students Tab



Medical Information



To find medical care information go to the Health Information website: https://www.huntington.edu/student-resources/health-information/ Medical clinics and emergency after-hour services are referenced on this webpage.

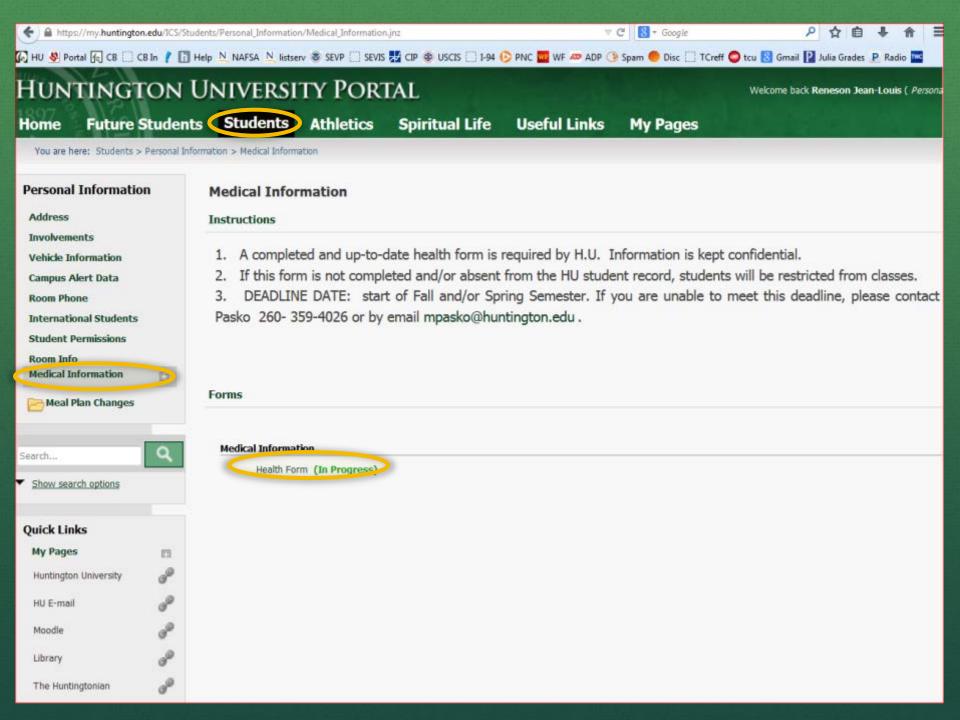
All students are required to complete the online medical history form.

Instructions for updating your student life medical history and immunization records:

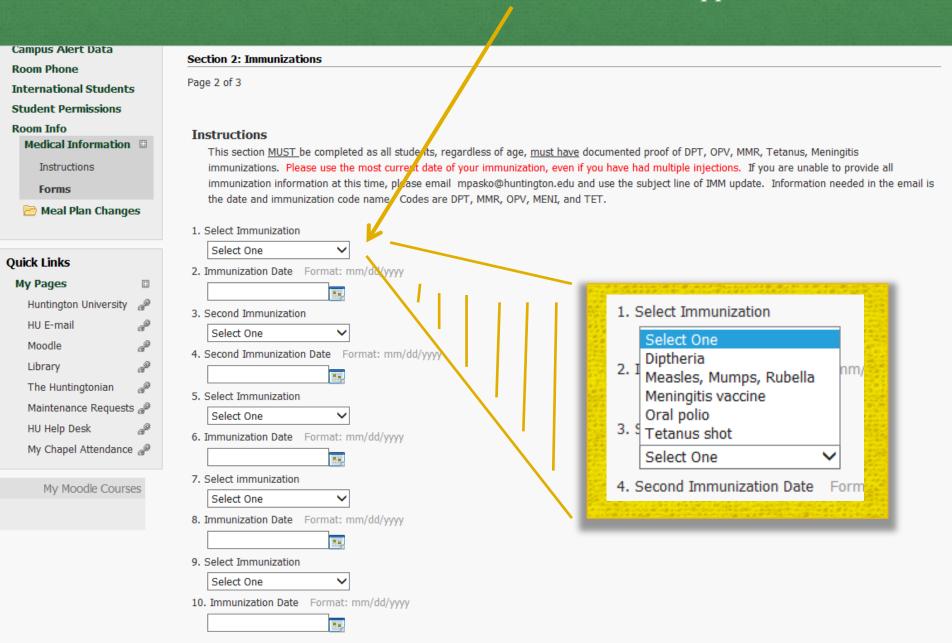
- 1. Go to https://my.huntington.edu/ics
- 2. Login to the portal with your username and password.



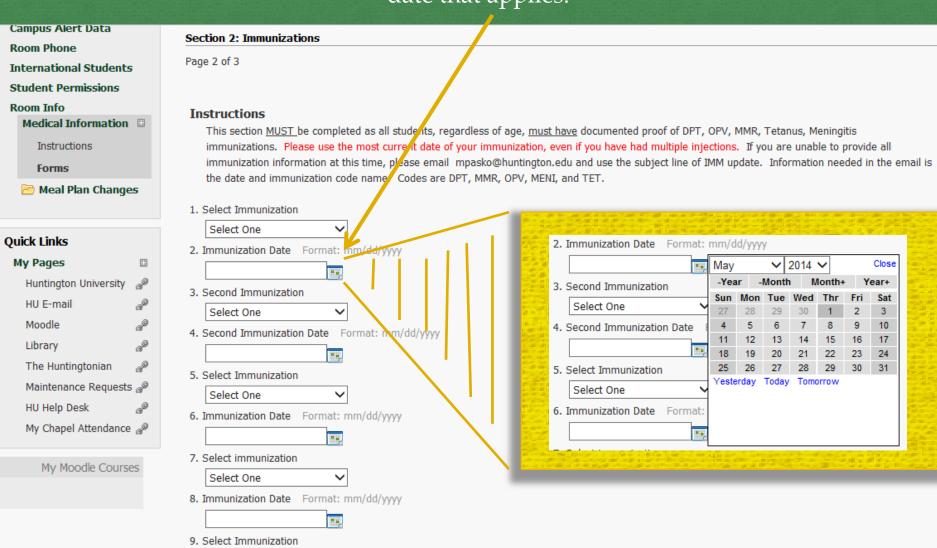
- 3. Click on the STUDENTS tab.
- 4. Select PERSONAL INFORMATION on the left-hand menu bar.
- 5. Select MEDICAL INFORMATION on the left-hand menu bar.
- 6. Click on HEALTH FORM link.



When selecting the type of immunization click the arrows next to "Select One" and choose which immunization applies



When selecting the date of the immunization click the small box to the right of the empty date line and a calendar will pop up. Select the most current immunization date that applies.



Select One

10. Immunization Date Format: mm/dd/yyyy

Grad and Adult Online (Moodle) Courses	IN CASE OF EMERGENCY NOTIFY:
The Huntingtonian	8. First and Last Name
Maintenance Requests	9. Relationship: (ex. father, mother, grandparent)
HU Help Desk	10. Phone #1
My Chapel Attendance	11. Phone #2
■ My Pages	12. Work Phone #
	And/or
	13. First and Last Name
	14. Relationship: (ex. father, mother, grandparent)
	15. Phone #1
	16. Phone #2
	17. Work Phone #

The last page in the Medical Health Forms section has a series of questions that you need to answer. Once you have come to end of the questions please remember to "submit".

Medical History

health form	
Section 3: Health Details	
Page 3 of 3	
Please list any allergies you have below (foods, medicine, bees or stinging insects, latex, iod and anesthesia reactions) Answer "N/A" if this does not apply to you.	ine
2. Please indicate any special equipment you need (pads, braces, neck rolls, eye guards, etc.) Answer "N/A" if this does not apply to you. Page 1	
3. Please list any problems you have had with your eyes or vision. Answer "N/A" if this does no apply to you.	ot

•	nedicai mistory				
	Abdominal pain	Deformities	Hay fever	Loss of sensation	Pneumonia
	Anemia	Dentalappliances	Headaches	Marfan's syndrome	Pregnancy
	Angina/Chest pain	Depression	Hearing loss	Measles	Profuse bleeding
	Apnea	Diabetic problems	Heart issues	Migraines	Rheumatic fever
	Appendicitis	Digestive problems	Heat related illness	Missing organ pair	Ringing in ears
	Arthritis	Dizziness	Hepatitis	Mononucleosis	Rubella
	Asthma	Drug abuse	Hernia	Motion sickness	Shortness of breath
	Blackouts	Easily bruised	Hypertension	Mumps	Sickle cell
	Bladder infection	Eating disorder	Impetigo	Nausea/vomiting	Skin problems
	Blood disorder	Emphysema	Increased Thirst	Nerve damage	Sore throat
	Cancer	Epilepsy	Influenza	Neuro disorder	Speech impaired
	Change in hunger	Fainting spells	Infrequent periods	Nose bleeds	Stroke
	Chicken pox	Feet problems	Insomnia	Numbness/tingling	Trouble breathing
	Concussion	Frequent colds/flu	Kidney disease	Pacemaker	during exercise
	Convulsion/seizure	Frequent urination	Kidney stones	Painful joints	Tuberculosis
	Cough	Frost bite	Loss of consciousness	Painful urination	Ulcers
	Curvature of spine	Gas reflux	Loss of a digit	Persistent cough	Weight loss or gain
	Deafness	General weakness	Loss of balance	Pertussis (whooping cough)	None apply
	Decreased motion	Gout	Loss of memory	Pinched nerve	Other(explain)

8. List any conditions above that apply to you with Dates of Treatment. Answer "N/A" if this does not apply to you.

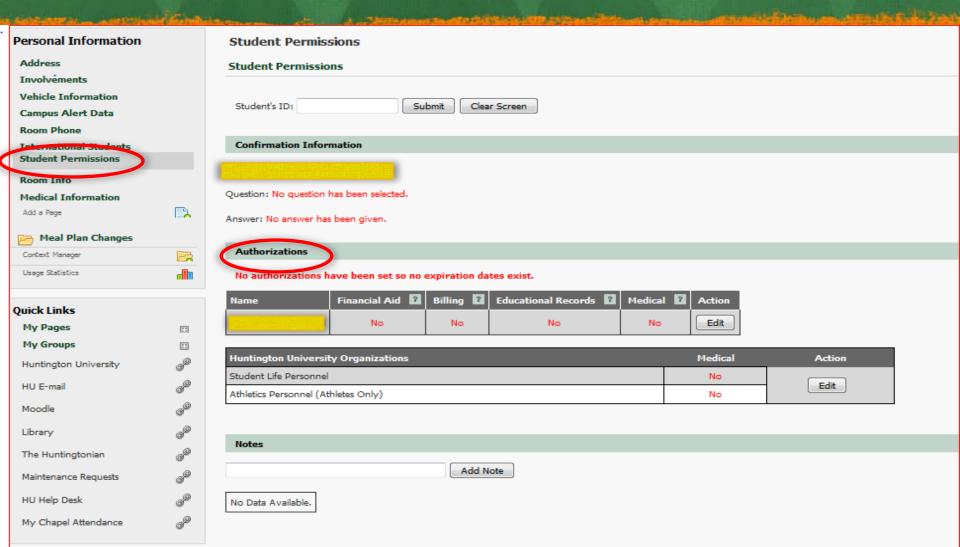
Health/Doctor Information

- Parkview First Care Walk-in Clinic (2708 Guilford Street just a few blocks from campus (260) 355-3900)
- Family Practice is located in the hospital just a few blocks from campus (260) 356-5424.
- Several Doctors are in the area so check the phone directory.
- Take your insurance card with you.
- If you need a doctor when the clinic is closed you can go to the Parkview Hospital ER or Redi-Med.

PERSONAL PERMISSIONS

When calling in to talk to HU personnel about your student, please remember that unless your student has to authorize each person they approve to have it. Your student must log on to the portal and select <u>Student Permissions</u>. Your name will appear and they select what information they approve for each person listed. We check on the portal for these permissions and you may be instructed to have your student log on and give you permission before discussing their account.

PERSONAL PERMISSIONS





Sign up and/or change meal plan

All new incoming resident students are placed on meal plan A. All returning students are placed on A plan at the beginning of fall semester. **You have to choose your plan each semester**. For spring semester you will automatically be placed on the same meal plan as the fall.

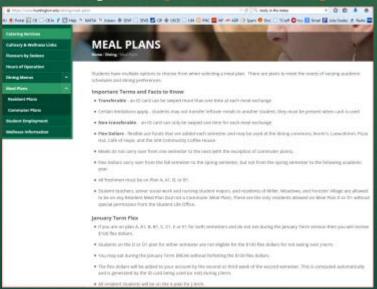
To change to another option log on to the portal page. Chose personal information and then meal plan changes.

There are restrictions on meal plans according to classification, dorm assignments or majors.

The site will be active until the 1st Thursday of the 1st week of classes until midnight. After August 28th for fall and January 30th for spring semester no changes will be accepted.

Commuters, are not on any meal plan; however, they can chose any options A-E1 by emailing mpasko@huntington.edu with their choice. Sodexo has meal plans designed especially for commuter and are purchased in their office in the dining commons.

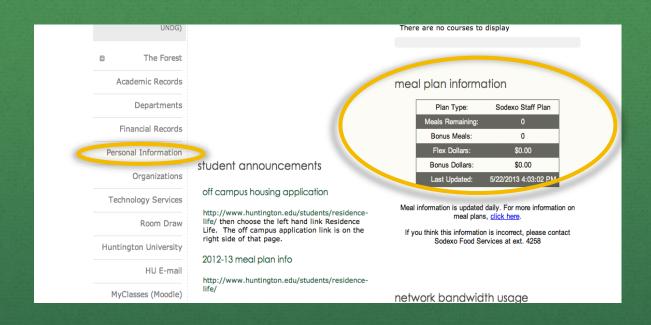
To see the meal plan options available go to https://www.huntington.edu/dining/meal-plans.

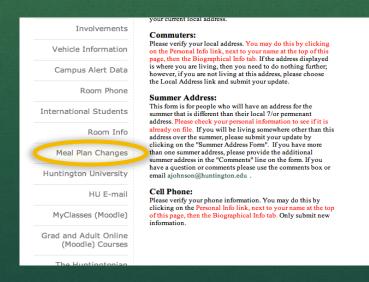


On the portal student tab: personal information link

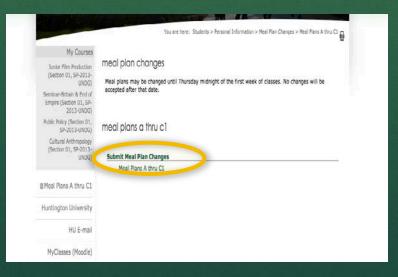


You can also check on the amount of meals and flex money you have on your account.





Choose Meal Plan Changes.



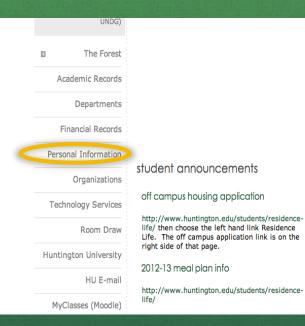


Vehicle Registration

1. Logon to the portal



- 2. Choose student tab
- 3. Select personal information link
- 4. Next choose vehicle information



There are no courses to display

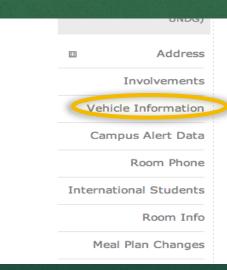
meal plan information

Plan Type:	Sodexo Staff Plan
Meals Remaining:	0
Bonus Meals:	0
Flex Dollars:	\$0.00
Bonus Dollars:	\$0.00
Last Updated:	5/22/2013 4:03:02 PM

Meal information is updated daily. For more information on meal plans, click here.

If you think this information is incorrect, please contact Sodexo Food Services at ext. 4258

network bandwidth usage



"Biographical Info". If you will be living somewhere other than this address, please submit your summer address by clicking on the "Summer Address Form" below. If you have more than one summer address, please provide the additional summer address in the "Comments" line on the form.

Only First Class Mail can be forwarded. We will hold magazines until Fall if you answer "yes" to the "Please hold my magazines" question on the form. Magazines will not be held automatically. Please pick them up when you return to campus.

If you have special needs or questions, please fill the comment section or email ajohnson@huntington.edu. When done please click the "Submit" button at the bottom of the page.

Thank you.

local address

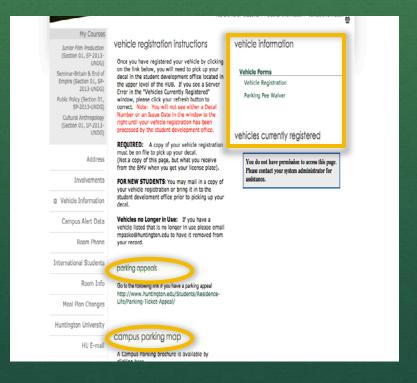
This screen should appear when you choose the vehicle registration link. You will pick up your decal in the student life office located in the upper level of the HUB.

Decals go in the rear window driver's side lower left.

The \$25 decal charge is per semester not per vehicle. You may have as many decals as you need for your cars. If you do not have a car <u>remember to waive the \$25 per semester fee.</u>

Included on this page are helpful link such as: Vehicle Registration Instructions, Parking Fee Waiver (for those who do not have cars on campus), Campus Parking maps, etc. Also, if you need to appeal a parking ticket it is on this site.

My Courses				
Junior Film Production (Section 01, SP-2013- UNDG)	vehicle information			
Seminar-Britain & End of Empire (Section 01, SP- 2013-UNDG)	vehicle registration			
Public Policy (Section 01, SP-2013-UNDG)	Section 1: Vehicle Registration Page 1 of 1			
Cultural Anthropology (Section 01, SP-2013- UNDG)	Whether completing this form for the first time, or updating a new license number etc., it is necessary to answer all questions in order for the form to be complete.			
Address	Vehicle Plate Number (Example: 35B1234 (no spaces or lowercase))			
Involvements	State vehicle is registered Select One Select One			
Vehicle Information	4. Vehicle color Select One :			
Campus Alert Data	5. Vehicle Make Select One :			
Room Phone	6. Vehicle Model (Examples: Cavalier, Civic, Accord, Escort)			
International Students	View Table of Contents Next Page>			
Room Info	Save and Finish Later			
Meal Plan Changes				
Huntington University				



Look at your Bill

-It's always good to stay on top of your bill's while at school.

-When paying on your bill you usually go to the Business office no matter who the bill is from. Example: have a textbook bill, fines for not returning library materials, parking fines, etc. go pay it at the Business Office.

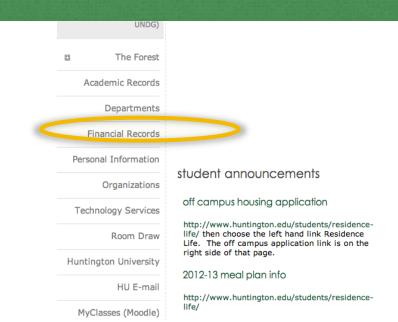
-Check your bill often so you never have unexpected payments. You could mistakenly be charged for something you didn't use.



1. Logon to the portal



- 2. Choose student tab
- 3. Select financial records



meal plan information

There are no courses to display

Plan Type:	Sodexo Staff Plan
Meals Remaining:	0
Bonus Meals:	0
Flex Dollars:	\$0.00
Bonus Dollars:	\$0.00
Last Updated:	5/22/2013 4:03:02 PM

Meal information is updated daily. For more information on meal plans, click here.

If you think this information is incorrect, please contact Sodexo Food Services at ext. 4258

network bandwidth usage

4. Click on "my account balances" on the right hand side.



business office

Welcome to the Business Office portal! It is our hope this will provide you with convenient access to important information about your student account here at Huntington University.

If you prefer to email us rather than to telephone during the business day, you can contact us today.

reminder

Students will be placed on a hold status and will be unable to register for classes or receive a transcript if they have any outstanding financial obligations. These obligations

my account info

My Account Balances

Course and Fee Statement

financial statement

Warning: If you are viewing My Account
Info after the official beginning of the
semester, please contact the business office

You are here: Students > Financial Records > Fee Statement

This screen should then appear. Please explore this page to familiarize yourself with the information offered, more than likely you'll need it again.

My Courses

Junior Film Production (Section 01, SP-2013-UNDG)

Seminar-Britain & End of Empire (Section 01, SP-2013-UNDG)

Public Policy (Section 01, SP-2013-UNDG)

Cultural Anthropology (Section 01, SP-2013-UNDG)

Fee Statement

my account info - my account balances

My Account Info > My Account Balances

my account balances

S/A Q113 \$0.00 Due

S/A FA13 \$0.00 Due

S/X FA13 \$0.00 Due

S/A Q413 \$0.00 Due

S/A SM13 \$0.00 Due

S/A Q313 \$0.00 Due

CHAPEL

Chapel information found at https://www.huntington.edu/campus-ministries/

Spiritual Formation Participation



- All full-time students under the age of 25 are required to receive 30 chapel credits each semester, 20 of which need to be (CORE) from the Community chapels on Tuesday and Thursday or the Friday Divine Hour service. Students can check their Chapel attendance on the following website: http://my.huntington.edu. The website is updated after each chapel. Students who fail to receive the required 20 Community Chapel credits, plus at least 10 additional (ELECTIVE) credits any time during their Huntington University career will be subject to the following sanctions:
- **1st Offense:** 15 hours of community service to be completed by the end of the second week of classes of the following semester. Any unfinished hours will be charged to the student's account at a rate of \$10 per hour.
- **2nd Offense:** 30 hours of community service to be completed by the end of the fourth week of classes of the following semester. Any unfinished hours will be charged to the student's account at a rate of \$10 per hour.
- 3rd Offense: One semester suspension.
- **Gross violation:** jump ahead a level of discipline if a student has less than 20 total credits

HUNTINGTON UNIVERSITY PORTAL

Home

Future Students

Alumni

Athletics

Spiritual Life

Useful Links

You are here: Portal Home

my.huntington.edu Portal Home Network User Name Athletics Arts

Quick Links Huntington University HU E-mail Moodle Library The Huntingtonian Maintenance Requests HU Help Desk My Chapel Attendance

my.huntington.edu

welcome to the portal

This campus portal provides resources for

- Future Students
- Current Students
- Faculty and Staff
- Alumni
- Trustees

Return to the main Huntington University site.

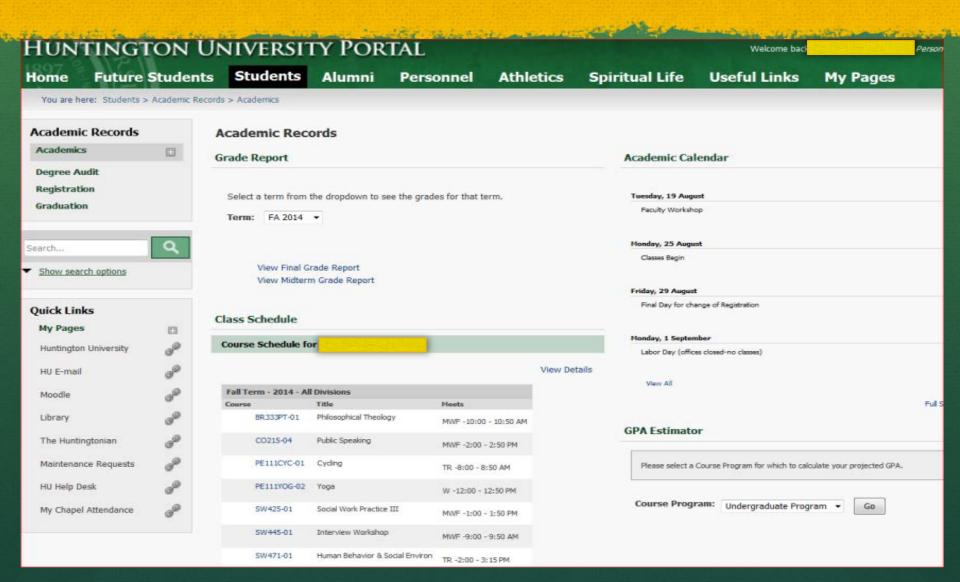
university news

Wanous named dean at Huntington Univ... 5 hours ago

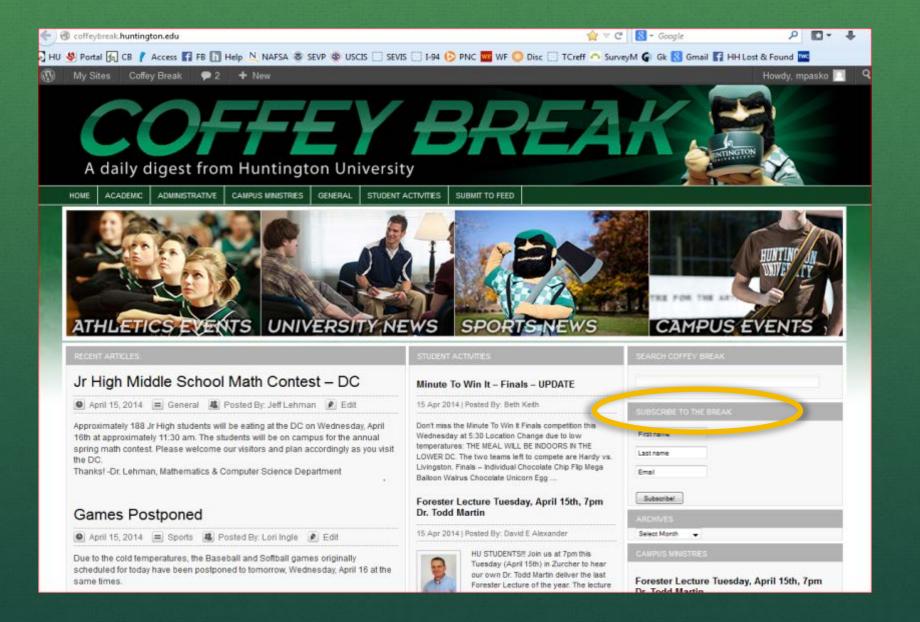
After a national search process, Huntington University has named Dr. Michael Wanous as the institution's vice president for ...

Wanous named dean at Huntington University Geders, Shafer recognized as April Peer Award... 4th annual HU Men's Golf Outing set for June 7 Foresters struggle at Taylor Spring Invitational Senior visual art students' work to be featured i... HU music department to present annual Conc... Film, animation students to be featured in sho... Golf outing to benefit Forester women's basket... Huntington sitting in 2nd after splitting with MVNU HU softball dominates IWU

ACADEMICS



The Coffey Break is a daily (Monday-Friday) newsletter sent to all HU students. Parents may subscribe to it by going to http://coffeybreak.huntington.edu/ choose the option "Subscribe to the Break".



https://www.huntington.edu/residence-life/more-information// is a link for important dates.

2014/15 Important Dates

Friday-Sunday - August 22-24 New Student Orientation

Saturday-Sunday - August 23-24 Returning Students Move in

Monday, August 25 Fall classes begin

Monday, September 1 Labor Day (no classes – halls open)

Monday-Tuesday October 13-14 Mid-Semester Break (no classes – halls open)

Wednesday November 26 Residence Halls close @ 5:00 PM

Thursday-Friday November 27-28 Thanksgiving Break*

Sunday November 30 Residence Halls open @ noon

Monday-Thursday December 8-11 Semester Examinations

Thursday December 11 Residence Halls close @ 5:00 PM

December 12 to January 4 Christmas Break*

Sunday January 4 Residence Halls open @ noon

January 5-21 January-Term

January 22-25 January-Term Break

Monday January 26 Spring classes begin

Friday March 13 Residence Halls close @ 5:00 PM

Monday-Friday - March 16-20 Spring Recess

Sunday March 22 Residence Halls open @ noon

Friday April 3 Good Friday (no classes - halls open)

Sunday April 5 Easter

Monday April 6 Easter Break Day (no classes – halls open)

Monday-Thursday May 11-14 Semester Examinations

Thursday, May 14 Residence Halls close @ 5:00 PM for summer break. Seniors may stay until 7PM on Saturday 16th.

Saturday, May 16 Graduation - Residence Halls close @ 7:00 PM