Dear Future Wildcats:

Welcome to our 107 year old institution founded by Dr. Mary McLeod Bethune in 1904. Bethune-Cookman University (B-CU) is an outstanding comprehensive university which offers thirty-six (36) undergraduate degree programs as well as professional fields of study and two (2) Master’s degree programs. Through Dr. Bethune's pursuit of lifelong learning and social equity, she demonstrated that education was capable of democratizing society through civic engagement and academic excellence. Today, this legacy lives on in our students as they engage in service learning projects that enhance effective citizenship.

As the president of the GREAT Bethune-Cookman University, I enjoy spending time with students who engage in reflective thinking. An inquiry into new meaning is at the heart of the educational process. Students describe their learning experience as developing new lenses for viewing the world. As they engage in critical thinking, students delight in an application of classroom learning through internship and study-abroad programs around the world.

It is also exciting to observe student leadership in action at meetings of the Student Government Association (SGA). Yes, occasionally the president actually drops in on meetings or by the cafeteria to hear directly from B-CU students.

Bethune-Cookman University is a place where dreams become reality and where education leads to hope for a better tomorrow. Join me in sustaining our founder’s legacy of faith, scholarship and service!

Sincerely,

Dr. Trudie Kibbe Reed (Mama Reed)

President
Bethune-Cookman University
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Dear Future Wildcat,

Congratulations on your decision to join the Great Bethune-Cookman University community. On behalf of our President Dr. Trudie Kibbe Reed, faculty, staff, and students, we extend a warm welcome to you and look forward to your arrival this fall.

You should know that your hard work up to this point has paid off in a great way! Your acceptance here at the University will give you the opportunity to fulfill your academic goals. We know that with determination and the support of the Great Bethune-Cookman University family, you will succeed in reaching your ultimate goal - a degree from our institution.

With your matriculation, you will be joining an institution that boasts graduates all over the globe, in every discipline and position imaginable. Each one started where you are today.

Our founder, Dr. Mary McLeod Bethune, created this institution with her passion and vision. From a small storefront school, she built an educational foundation for the Daytona Beach community and for generations of families that have entrusted their children to our university. Her inspiration is the light that guides each student on this challenging intellectual journey.

I congratulate you again on your acceptance. We are convinced that your academic career will honor the legacy of Dr. Mary McLeod Bethune and all of the graduates that have come before you.

Welcome to the Wildcat family,

F. Spider McCoy
Interim Director of Admissions
You MUST check in at the scheduled date and time according to your Last Name – NO EXCEPTIONS

### Florida Students

<table>
<thead>
<tr>
<th>Wednesday, August 10, 2011</th>
<th>Thursday, August 11, 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>A–E  ➤ 8:00am</td>
<td>L–R  ➤ 8:00am</td>
</tr>
<tr>
<td>F–K  ➤ 1:00pm</td>
<td>S–Z  ➤ 1:00pm</td>
</tr>
</tbody>
</table>

### Out of State and International Students

<table>
<thead>
<tr>
<th>Friday, August 12, 2011</th>
<th>Saturday, August 13, 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>A–E  ➤ 8:00am</td>
<td>L–R  ➤ 8:00am</td>
</tr>
<tr>
<td>F–K  ➤ 1:00pm</td>
<td>S–Z  ➤ 1:00pm</td>
</tr>
</tbody>
</table>
The New Student Check-in dates for Fall 2011 are August 10th, 11th, 12th, and 13th, 2011 in the Dr. Mary McLeod Bethune Performing Arts Center (PAC), 698 International Speedway Boulevard. Florida Students with last name beginning with letters A-E 8am, F-K 1pm on Wednesday, August 10, L-R 8am, S-Z 1pm on Thursday, August 11, Out of State and International Students A-E 8:00 am, F-K 1pm on Friday, August 12, 2011 and L-R 8am, S-Z 1pm on Saturday, August 13, 2011.

If you are planning to live on campus and have paid your $200.00 Reservation Fee, you will receive your room assignment during Check-In. No Reservation Fee is required from students residing off campus.

Please be sure that we have received all final documents before New Student Check-In. New Students, Freshman and Transfer, must check in at the scheduled date and time according to your Last Name-No Exceptions. Enclosed is a check list on page 4, with the information that you will need to submit prior to Check-In.

New students who have taken the Bethune-Cookman University Compass Placement Test (CPT), or meet the *exemption criteria, will receive their class schedule during check-in. You will have an opportunity to take the CPT during the Fall Orientation week, August 15-19, 2011 if it has not been taken prior to Check-In. Please refer to page 12 for summer testing dates offered at B-CU during the months of June and July.

*Exemption criteria is available on page 12. For additional testing questions and concerns, call the Testing Center at 386.481.2306.

International Students must check in with Ms. Iris Johnson-Quinn, International Student Coordinator, beginning Friday, August 12, 2011 at the Performing Arts Center.

Transportation will be provided from Daytona Beach International Airport on Wednesday, August 10th through Saturday, August 13th. We are not able to provide transportation from Orlando International Airport. If you are not planning to rent a vehicle, please feel free to make arrangements for transportation from Orlando to Daytona Beach through DOSHUTTLE. (See enclosed flyer on page 15 about Hotels and DOSHUTTLE. Note: B-CU has no affiliations to the listed hotels or to DOSHUTTLE).

NOTE: You are required to Check-In on the date and time assigned to you by your resident state and last name. We highly encourage you to arrive at the scheduled time.
Final Documents for Enrollment

You MUST Submit The Following Documents BEFORE New Student Check-In

- **Official Final High School Transcript**
  *(Indicating that you have earned a Standard HS Diploma/Graduation)*

- **Official Final College/University Transcript**
  from all institutions previously attended
  *(Transfer and Dual Enrolled Students only)*

- **Health Forms** *(Student Health Services)*

- **Honor Code for Student Conduct** *

- **Intent to Enroll** *

---

Final Enrollment is contingent upon receipt of the documents listed above.

*These forms were included in your acceptance package. If you need to reprint this information please feel free to download it from our website at www.bethune.cookman.edu. Click on ADMISSIONS then ADMITTED STUDENTS

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Please call the Office of Admissions if you have any questions

**1.800.448.0228**

Fax: 386.481.2601
The Center for Academic Support Services (CASS) was established to enhance the learning experience for all Bethune-Cookman University students. Bethune-Cookman University offers a wide range of services including academic enrichment, advising support, and preparation for graduate school. Student success is at the heart of all University activities and this success can only be achieved within a Caring Community in which academic support services are comprehensive, integrated, and centrally coordinated. The Center for Academic Support Services promotes the University's mission by fostering a positive learning environment that enhances and extends instructional activities and empowers students to take charge of their own learning.

Mission

The mission of the Bethune-Cookman University Center for Academic Support Services is to improve student retention and persistence to graduation by enhancing student learning through the coordination of academic support services.

Goals

The Center for Academic Support Services seeks to:

- Assist students in gaining an understanding of the value, purpose and expectations of their higher educational experience
- Increase students’ awareness of and access to the University’s Academic Support Services
- Promote academic success through the effective use of academic services
- Increase student retention and graduation

Academic Support Services provided by CASS

- New Student Programs
- Academic Tutoring/Learning Services
- Academic Support Workshops
- Advisement for Undeclared Majors
- Advisement Services
  - Support and Training for Academic Advisors
  - Standards of Academic Progress
    - Academic Referral System
    - Structured Monitoring Program
  - Referral for Support Services

To contact the Center for Academic Support Services please call 386.481.2399 or Email CASS@cookman.edu
The Center for Academic Retention and Enrichment Services

The mission of the Center for Academic Retention and Enrichment Services (CARES) is to provide opportunities for students to develop cognitively and effectively in the areas of English, reading, mathematics and student life skills to become successful in college-level courses. CARES maintains tutorial labs to provide academic enrichment and support to students to augment classroom instruction. Students are required to spend time in CARES support labs (math, English, and reading) as part of the course requirements. Through both academic and non-academic services, CARES seeks to develop critical-thinking, decision-making, problem-solving, leadership and service-learning skills for college students. CARES personnel also monitor the academic progression of CARES students through their matriculation to their academic schools. Academic Advisement and other academic support services are also provided to CARES students. These services include course scheduling, retention support, tutoring, and other academic enrichment services that are designed to enhance the academic success of college students. CARES academic advisors work closely with CARES faculty to refer students to the University’s support services as appropriate to student needs.

ENGLISH
ENG 121 – Writing for the Digital Age II
ENG 122 – Writing for the Digital Age III*

READING
REA 121 – Reading for the Digital Age II
REA 122 – Reading for the Digital Age III*

MATH
MAT 121 – Concepts of Mathematics II
MAT 122 – Concepts of Mathematics III*
OR
MAT 123 – Concepts of Mathematics Advance*
(for majors in SSEM, Nursing, and Business)

STUDENT LIFE SKILLS COURSES - Free Electives
CA 200 Math Concepts for Math Avoiders* 3 Credit Hours
CA 210 Critical Thinking and Personal Development* 3 Credit Hours
*Courses may be used as free electives

Grading System - Grades are included in the grade point average (GPA). You will earn a score based on the A, B, C, D, or F grading scale.
Note: A letter grade of “D” is passing in all CARES courses.

Attendance - Class attendance is compulsory for all students. Absences will result in lower grades earned. Students who have missed two (2) unexcused absences will be referred to the CARES academic advisors.

Academic Support/Tutoring - Additional tutoring is available in the lab for any student by request. The instructor may require a student to attend tutoring sessions if his or her average falls below 70%. Students are strongly recommended to attend the various labs for additional assistance in specific areas. CARES courses in English, reading, and mathematics have incorporated the lab component.

Math Lab Kottle 106
Reading Lab GS 1
Writing Lab Kottle 217

Academic Advising - CARES have assigned Academic Advisors to advise students by academic schools. It is our intent to strengthen the academic advisor’s knowledge of one major school rather than all schools at the university.

Students are encouraged to take advantage of all the additional academic support services available, such as:

CARES Extended Practice Courses in English, reading, and mathematics are offered during Christmas recess and summer months. Students must purchase the required textbook and the computer access code. Students who participate are eligible to retake the Compass Exam upon their arrival to the institution.

CARES Review Courses in Mathematics, English and Reading for new students during the summer (ten-week program offered by Pearson.com) Students who participate are eligible to retake the Compass Exam upon their arrival to the institution.

Contact: Joan C. Thompson, Director
Faith Hall, Room #2
thompsjo@cookman.edu
386-481-2505
**COMPASS Placement Test**

**Fall 2011 Early Placement Examination (CPT) Schedule**

Dear Future Wildcat,

We are thrilled that you are considering enrolling at Bethune-Cookman University. The Office of Testing and Evaluation will determine the placement of your reading, math, and English/Writing courses based on ONE (1) of the following methods below.

1. **ACT/SAT Exemption Scores:** First time college students are exempted from testing by achieving the following scores on each subtest. (Exemption means you have achieved the subtest score listed below or higher. As a result you will NOT have to take the (B-CU) COMPASS placement test in that subtest area.)

<table>
<thead>
<tr>
<th>ACT Subtest Exemption Score</th>
<th>SAT Subtest Exemption Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading score 18 or higher</td>
<td>Critical Reading score 440 or higher</td>
</tr>
<tr>
<td>English score 18 or higher</td>
<td>Writing exemption determined by SAT Reading score of 440 or higher</td>
</tr>
<tr>
<td>Math score 18 or higher</td>
<td>Math score 440 or higher</td>
</tr>
</tbody>
</table>

Please be sure to send your latest updated ACT/SAT test scores to the B-CU Office of Admissions.

2. **(B-CU) COMPASS placement test:** First time college students who do NOT meet the above exemption scores are REQUIRED to take the (B-CU) COMPASS placement test prior to July 29th, 2011 or during New Student Orientation.

   a. **Preparing for the (B-CU) COMPASS placement test (Study and Review):**
      
      The (B-CU) COMPASS placement test is very important. It will help determine the placement of your reading, math, and English/Writing courses. We encourage students to prepare for the test prior to taking it by visiting the following link: [www.act.org/compass/sample/index.html](http://www.act.org/compass/sample/index.html).

   b. **Taking the (B-CU) COMPASS placement test prior to July 29th (by appointment ONLY):** Students can take the (B-CU) COMPASS placement exam, either at B-CU or at an approved Remote Testing facility by calling (386) 481-2309. Students can also email the B-CU testing office to make an appointment at testing@cookman.edu. Make sure the email includes the student’s name, B-CU ID number, and telephone number. Students can retake the exam every 31 days in order to achieve a score that will place you in college level courses for reading, math, and English/Writing. Fees for remote testing will be the responsibility of the student, and determined by the individual testing location.

   **SEE REVERSE SIDE for Early PLACEMENT SCHEDULE**

   c. **Taking the (B-CU) COMPASS placement test during New Student Orientation (one time ONLY):**
      
      Students that have not tested prior to July 29th, 2011 will only be given one (1) opportunity to take the B-CU COMPASS placement exam during the New Student Orientation in August. There will not be an opportunity to retest.

To request special testing accommodations, learning disability documents not older than three (3) years old must be submitted as evidence of educational need. The Office of Testing and Evaluation will receive your document(s) and forward them to the appropriate departments.

We look forward to meeting and welcoming you into the Wildcat family.

Sincerely,

**James Lai**

Director of Testing and Evaluation

<table>
<thead>
<tr>
<th>Day/Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, July 11, 18, 25, 2011</td>
<td>8:30 am or 1:30 pm</td>
<td>Nursing Bldg. Rm. 177</td>
</tr>
<tr>
<td>Wednesday, June 29, July 6, 13,20, 27, 2011</td>
<td>8:30 am or 1:30 pm</td>
<td>Nursing Bldg. Rm. 177</td>
</tr>
<tr>
<td>Friday, July 1, 15, 22, 29, 2011</td>
<td>8:30 am or 1:30 pm</td>
<td>Nursing Bldg. Rm. 177</td>
</tr>
<tr>
<td>Friday, July 8, 2011</td>
<td>9:30 am</td>
<td>New Student Orientation/</td>
</tr>
<tr>
<td></td>
<td></td>
<td>By appointment only</td>
</tr>
</tbody>
</table>

*Please note tentative dates, may be subject to change.*
Office Of The Registrar

BETHUNE-COOKMAN UNIVERSITY
2011-2012 ACADEMIC YEAR REGISTRATION DATES
FOR UNDERGRADUATE STUDENTS
(Excerpted from the 2011-2012 Academic Calendar as of 6/17/11)

- STUDENTS MUST CLEAR FINANCIAL OBLIGATIONS WITH THE FINANCIAL AID ([http://pfweb.cookman.edu/NetPartnerStudent/](http://pfweb.cookman.edu/NetPartnerStudent/)) AND STUDENT ACCOUNTS OFFICES BEFORE THEY CAN REGISTER FOR CLASSES.
- PRIOR TO registering, all students must report to Academic Advisors 1) to obtain a registration form, 2) for schedule approval, and 3) for the “Advisors Hold” to be lifted.

### UNDERGRADUATE STUDENTS REGISTRATION CALENDAR
(Dates subject to change)

<table>
<thead>
<tr>
<th>Event</th>
<th>Fall 2011</th>
<th>Spring 2012</th>
<th>Summer A 2012</th>
<th>Summer B 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deadline for ALL students to Clear Financial Obligations for the next semester</td>
<td>June 30</td>
<td>November 11</td>
<td>April 13</td>
<td>June 1</td>
</tr>
<tr>
<td>New Student Check-In with Admissions Office</td>
<td>August 10-13</td>
<td>January 11</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Orientation for New Students</td>
<td>August 16-19</td>
<td>January 11-13</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Placement Testing for New Students</td>
<td>August 16-19</td>
<td>January 11-13</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Registration for New Students: Freshmen &amp; Transfer Students.</td>
<td>August 16-19</td>
<td>January 12-13</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>DATES WHEN RETURNING STUDENTS MAY CHECK IN ONLINE</td>
<td>August 2 - 20</td>
<td>Dec. 5 – Jan 13</td>
<td>May 9 - 15</td>
<td>June 13 - 19</td>
</tr>
<tr>
<td>DEADLINE FOR RETURNING STUDENTS TO CHECK IN OR SCHEDULES WILL BE DROPPED BY THE UNIVERSITY</td>
<td>By 5pm / Aug. 20</td>
<td>By 5pm / Jan. 13</td>
<td>By 5pm / May 15</td>
<td>By 5pm / June 19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event</th>
<th>Fall 2011</th>
<th>Spring 2012</th>
<th>Summer A 2012</th>
<th>Summer B 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekend Classes begin</td>
<td>August 20</td>
<td>January 14</td>
<td>May 19</td>
<td>NA</td>
</tr>
<tr>
<td>All Classes Begin – Undergraduates</td>
<td>August 22</td>
<td>January 17</td>
<td>May 16</td>
<td>NA</td>
</tr>
<tr>
<td>Late Registration Begins, $100 late registration fee – All students</td>
<td>August 22</td>
<td>January 17</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Last Day to Add Classes (UG)/ Registration &amp; Program Changes</td>
<td>August 29</td>
<td>January 24</td>
<td>May 17</td>
<td>June 23</td>
</tr>
<tr>
<td>Last Day for 100% Tuition Refund – Undergraduate</td>
<td>August 29</td>
<td>January 24</td>
<td>May 17</td>
<td>June 22</td>
</tr>
<tr>
<td>Last Day to Drop Classes – No adjustment to tuition</td>
<td>October 28</td>
<td>March 23</td>
<td>June 1</td>
<td>June 29</td>
</tr>
<tr>
<td>Undergraduate tuition adjustment</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Last Day to Withdraw from the University</td>
<td>November 11</td>
<td>April 20</td>
<td>May 17</td>
<td>June 29</td>
</tr>
<tr>
<td>Minimum Hours for Full-time status</td>
<td>12 Semester Hours</td>
<td>12 Semester Hours</td>
<td>9 Semester Hours</td>
<td>9 Semester Hours</td>
</tr>
<tr>
<td>Note: The University recommends students register for at least 15 hours for fall &amp; spring semesters to protect financial aid.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maximum load for undergraduate students on academic probation</td>
<td>15 Semester Hours</td>
<td>15 Semester Hours</td>
<td>9 Semester Hours</td>
<td>9 Semester Hours</td>
</tr>
</tbody>
</table>

Note: Dates subject to change.

For questions regarding registration, contact Office of the Registrar, Telephone, 386/481-2525; Email: registrar@cookman.edu

For questions regarding financial information and details, contact the offices of Financial Aid and Student Accounts.

Source: Office of Academic Affairs and Registrar’s Office, 6/20/11.
9 Steps To Apply For Financial Aid  

2011-2012  

You MUST reapply for financial aid each year. Awards are not automatically renewed.

Step 1. **TAXES** – You and your parents need to file 2010 Federal Income tax returns. If it is not possible to file your taxes earlier, use **ESTIMATED** income on your FAFSA.

Step 2. **PIN** – You must apply for a PIN at [www.pin.ed.gov](http://www.pin.ed.gov) before you can complete your FAFSA. You and your Parent, if a dependent student, will need to apply for a PIN to electronically sign your FAFSA.

Step 3. **FAFSA** - Complete your Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.gov](http://www.fafsa.gov). The school code for Bethune-Cookman University is 001467. For assistance, go to [http://www.finaid.ucsb.edu/FAFSA/simplification/index.html](http://www.finaid.ucsb.edu/FAFSA/simplification/index.html) and click on **FAFSA TUTORIAL**.

Step 4. **VERIFICATION** – Review information sent to you from the Financial Aid Office. If you have been selected for Verification, you (and your Parent, if dependent student) will need to submit copies of your 2010 Federal Tax return(s) and a 2011-2012 Verification Worksheet which can be obtained from [http://www.cookman.edu/financial_aid/gettingstarted/faDocs.html](http://www.cookman.edu/financial_aid/gettingstarted/faDocs.html).


Step 6. **FERPA** - Complete your Family Educational Rights and Privacy Act form. FERPA protects your privacy of student aid records by requiring prior written consent before disclosing personal information to a third party. This form can be accessed at [http://www.cookman.edu/documents/finaid_docs/FERPA.pdf](http://www.cookman.edu/documents/finaid_docs/FERPA.pdf).

Step 7. **MPN/ENTRANCE COUNSELING** – Complete the Master Promissory Note (MPN) and Entrance Interview for your Direct Federal Stafford loans. MPN/Entrance Interviews only have to be completed once.

- **MPN and Entrance Counseling are available at**: [www.studentloans.gov](http://www.studentloans.gov)

Step 8. **PLUS LOAN** – After you have been awarded financial aid, have your Parent apply for a DIRECT PLUS loan to assist with your college expenses. Even if your Parent’s DIRECT PLUS loan is denied; you will still qualify for an Additional Unsubsidized Stafford loan for $4000 (if you are a freshman or a sophomore) and $5,000 (if you are a junior or a senior).

- Completed Federal Direct PLUS Loan Application and Master Promissory Note (MPN) for Parents Plus Loans at [www.studentloans.gov](http://www.studentloans.gov).

Step 9. **APPLY FOR PRIVATE ALTERNATIVE STUDENT LOAN** - Private loans help bridge the remaining amount of funds needed for your education. A separate application is required directly with the lender. Below are a few lenders you and your Parent may want to consider.

- [www.salliemae.com](http://www.salliemae.com) (SMART loan) 1-888-272-5543
- [www.discoverstudentloans.com](http://www.discoverstudentloans.com) (Discover) 1-877-728-3030
- [www.chaseselectloans.com](http://www.chaseselectloans.com) (Chase) 1-800-487-4404
- [www.53.com](http://www.53.com) (Fifth Third Bank) 1-800-222-7192
- [www.wellsfargo.com/student](http://www.wellsfargo.com/student) (Wells Fargo) 1-800-378-5526
- [www.stufund.com](http://www.stufund.com) (Stufund) 1-877-788-4773

Have You Applied For Financial Aid?

APPLY for Financial Aid Online

🌟 Go to FAFSA on the web at www.fafsa.gov and complete the application for the 2011-2012 Academic Year.

🌟 Request a federal PIN. (Both student and Parent of the Dependent student(s) need a separate PIN numbers).

🌟 List “Bethune-Cookman University” and the B-CU Federal Code (001467) as a school choice in the FAFSA.

🌟 Sign your FASFA. You and your parent(s) can sign it electronically using your separate PIN numbers.

🌟 Follow up on application with B-CU Office of Student Financial Aid at 1-800-553-9369

Send documents to Email: bcufa.imaging@cookman.edu or Fax Number: 383.481.2621

How do I check my Financial Aid Status and accept my awards online?

You can view your financial aid online, (i.e. status of application, award letter, student loan history and received or missing documents.) On this site you can also accept your awards online. This is an easy process, follow the steps below.

To Log On to your B-CU Financial Aid Account and Check Your Status


2. Select B-CU Financial Aid Online on the left hand side of the page.

3. Once you are on the Online Financial Aid System Homepage you will need to logon using your Student ID number and pin. Your Student ID number should be entered in this format 000123456. Be sure to enter three zeros before your ID number.

4. Your pin is NOT the same as the Wildcat Web Pin or FAFSA pin.

5. The PIN must be setup by clicking on Forgot your ID or First-time User option.

To Accept Your Financial Aid Awards

6. Go to “Accept Awards” tab and select the awards you wish to accept.

Do not forget to hit the “Submit Button”

Please call the Office of Student Financial Aid if you have any questions.

1.800.553.9369
Office of Student Accounts

How do I view my Bethune-Cookman University Student Account Online?

- Go to B-CU’s homepage at www.cookman.edu
- Click on the Wildcat Web icon
- Login by entering your Student ID number and Password
- Click on “Current Student”
- Click on “Student Account Info”
- Under My Account Info, Click on “My Account Balances”
- Click on “AR Dollar Amount” to view detailed information

You now have access to view your charges, financial aid, payments, credit balance, refunds issued, and/or balance due.

General Information for 2011-2012 Academic Year

- If a future billing statement reflects a credit balance, please do not pay the amount indicated (example, $548.00). (This does not reflect an amount owed.)
- Tuition is based on full-time enrollment (12 – 18 credit hours).
- You must pay a $200 Room Reservation Fee in order to be considered for housing. **Once you check into the dorm, all charges will remain on your account even if you choose to move off-campus.** The fee is non-refundable and non-transferable.
- If you have questions regarding your student account, please call the Student Accounts Staff Accountant’s telephone number below that is associated with the first letter of your last name.

<table>
<thead>
<tr>
<th>Name</th>
<th>Last Name Range</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs. Peggy Obeng</td>
<td>A - E</td>
<td>386.481.2509</td>
</tr>
<tr>
<td>Mr. Don Averett</td>
<td>F - K</td>
<td>386.481.2508</td>
</tr>
<tr>
<td>Mrs. Veronika Tucker</td>
<td>L - R</td>
<td>386.481.2515</td>
</tr>
<tr>
<td>Ms. Sally Mose</td>
<td>S - Z</td>
<td>386.481.2535</td>
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</tbody>
</table>
The cost per credit hour is $583.

- For students residing on-campus, the Room Reservation Fee is $200 per Academic Year and is non-refundable and non-transferable.

### Payment Methods

- Cash, cashier’s check, money order, or traveler’s check. **Personal checks are not accepted. Cash should not be mailed.** Payments should be made payable to Bethune-Cookman University, with the student’s name (first, middle initial, last) and student I.D. or social security number indicated. Payments should be mailed to: *Bethune-Cookman University, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, Florida, 32114-3099, Attn: Cashier’s Office.*
- Credit Card payments (American Express, Discover, Visa, or MasterCard) can be made online by accessing the Wildcat Web at [www.cookman.edu](http://www.cookman.edu). You must know your B-CU student I.D. & PIN number to access the site. Parents and other individuals can make payments to a student’s account by accessing the Wildcat Web through the following link: [https://wildcat.cookman.edu/ICS/](https://wildcat.cookman.edu/ICS/).
- Payments can also be made in person by visiting the Cashier’s Office (located in the Admissions Building) or by calling the Cashier’s Office at 386.481.2289 or 2292.

### The Tuition Management Systems Payment Plan

As a convenience, B-CU is offering the option to make tuition payments on a monthly basis through Tuition Management Systems (TMS). It is an interest-free alternative to lump-sum payments at bill time. **If you select the payment plan option, you must enroll in TMS and pay a minimum of fifty percent (50%) of your Fall 2011 tuition balance to B-CU by June 30, 2011/ Spring 2012 tuition balance to B-CU by November 11, 2011; your remaining balance(s) will be paid monthly through TMS.**

The cost of books is not included in this payment plan. For further information or to enroll, please call Tuition Management Systems at 800.722.4867 to speak with a Consultant, or you may review their website at [www.afford.com](http://www.afford.com).

### 2011-12 Deadlines to Clear Financial Obligations

- **Fall Semester 2011:** June 30, 2011; payments should be made as soon as possible.
- **Spring Semester 2012:** November 11, 2011
- **Summer A Session 2012:** April 13, 2012
- **Summer B Session 2012:** June 1, 2012
What You Should Bring to the Residence Hall

- Pillow, Bed linen (twin size), Blankets, Towels & Washcloths
- Alarm Clock
- Telephone
- Seasonal Clothing (have seasonal clothing sent later if you can)
- Clothes Hangers
- Laundry Baskets/Bag and Laundry Detergent
- Umbrella and Rainwear
- Hair Dryer
- Dishes, Cups, and Cutlery for Snacks
- Prescription Medicines (that belong to you)
- First Aid Kit (personal)
- TYLENOL, isopropyl alcohol, peroxide, iodine, cleaning agents for minor cuts, box of bandages, sewing kit, flashlight, and batteries
- Personal Items
- Toiletry Items and a Small Plastic Bucket to carry them in
- Soap
- Deodorant
- Toothbrush/Toothpaste
- Shower Shoes, Shower Cap, Bathrobe/Terry Wrap
- Extra Medicine or Prescription Refills
- Extension cords (type “S” or “SJ” or with 14 gauge wire are the minimum permitted); circuit breaker equipped power strips are recommended

You Might want to bring

- Radio, Small TV, VCR, Small Stereo/CD Player-Your room has an outlet for Cable TV
- Microwave (small)
- Refrigerator (size not to exceed 3 cubic feet; outside dimensions of 25” x 25” x 25”)
- Personal Computer or Laptop
- Snack Food and/or Beverages
- Cleaning Supplies (Pine Sol, bleach, paper towels, etc.)
- Iron and Ironing board
  - All electrical appliances must be:
    - Underwriters Laboratories (UL) listed
    - Equipped with thermostat controls when appropriate
    - Rate at 700 watts (6 amps) or less

You should leave these things at home

- Pets
- Candles, Incense, and Incense Burners
- Halogen Lights and Lamps
- Firearms, BB-guns, or Weapons that could inflict bodily harm
- Fireworks
- Waterbeds
- Power Tools
- Ovens, Stoves, Charcoal Grills, Hot Plates, and Immersion Coils for heating water
- Electric Open coil heaters or any appliance with exposed burners
- Combustible Liquids
- Air Conditioners/Heaters
- Personal Computer or Laptop
- Snack Food and/or Beverages
- Cleaning Supplies (Pine Sol, bleach, paper towels, etc.)
- Iron and Ironing board
  - All electrical appliances must be:
    - Underwriters Laboratories (UL) listed
    - Equipped with thermostat controls when appropriate
    - Rate at 700 watts (6 amps) or less

Basic Wardrobe

- One "After Five" dress and dress shoes (females)
- One Suit, ties, three dress shirts and dress shoes (males)
- Two or more dress outfits for church (males and females)
- Business and Education Major required to dress business attire once a week

NOTE: Bethune-Cookman University has a Dress Code
Dear Parent/Guardians/Students:

RE: HURRICANE INFORMATION

For the protection of our students, during the hurricane season, our policy is to evacuate when a pending storm exceeds a category 2, or if serious flooding is predicted. However, based on weather advisories, even for a category 1 or 2, the university may elect to evacuate within a 48 hour time line prior to ground impact.

We maintain a remote website to post communication and updates to students and their parents. We also request that students notify both their parents and the university if they evacuate to locations of their friends and peers so we can maintain a record.

While parents/guardians are responsible for travel costs, staff will be on hand to assist all students.

In brief, the Hurricane Emergency Plan of Bethune-Cookman University includes:

- communications with national/local media
- communications with the Volusia County crisis management team
- daily e-mail blast to university alumni, students, parents, friends, and media
- daily communications with our Information Technology department to insure all forms of communication are operating
- a communications center with a toll free number 1.800.781.9104
- emergency evacuation/transportation; housing; food service; and security
- on-line class assignments

Parents/guardians/students can also visit the Bethune-Cookman University website for additional information on the Hurricane Emergency Plan. The National Weather Service and Weather Channel websites can be used for hurricane tracking information.

It is also very important that both students, and parents, register for the university’s mass notification alert system, E2 Campus. This can be done online by visiting http://www.cookman.edu/campuslife/student_services/alerts.html.

We look forward to students having a safe and successful 2011/2012 academic year!

STUDENTS HAVE A SAFE AND ENJOYABLE SUMMER! DON’T FORGET TO BRING FLASHLIGHTS, BATTERIES, RAINCOATS, UMBRELLAS, CELLPHONE AND RADIOS!

Sincerely,

Melvin Williams

Director of Safety and Security
## Hotel Information

All of the hotels listed below offer **special rates** for families of Bethune-Cookman University, so be sure to ask if rate is available when planning your visit.

### Marriott – Courtyard-Airport
- 1605 Richard Petty Blvd
- Daytona Beach, FL
- $84 B-CU*
- Phone: 386.255.3388 / 800.321.2211
- [www.marriott.com/dabcy](http://www.marriott.com/dabcy)

### Daytona Beach Resort
- 2700 N Atlantic Ave
- Daytona Beach, FL
- $89 B-CU
- Phone: 1.800.654.6216
- 386.672.3770
- [www.daytonabeachresort.com](http://www.daytonabeachresort.com)

### Marriott-Residence-Airport
- 1725 Richard Petty Blvd
- Daytona Beach, FL
- $99*
- Phone: 386.252.3949 or 800.321.2211
- [www.marriott.com/dabri](http://www.marriott.com/dabri)

### Ramada Inn International
- 1798 W. International Speedway Blvd.
- Daytona Beach, FL
- $67 B-CU*
- Phone: 386.255.2422
- 800.352.2722
- [www.ramadaspeedway.com](http://www.ramadaspeedway.com)

### Hampton Inn – Ormond Beach
- 155 Interchange Blvd
- Ormond Beach, FL
- $80 B-CU
- Phone: 386.677.9999

### Hampton Inn (Airport)
- 1715 W. International Speedway Blvd.
- Daytona Beach, FL
- $89 B-CU
- Phone: 386.257.4030
- 800.426.7866
- [www.daytonaairport.hamptoninn.com](http://www.daytonaairport.hamptoninn.com)

### Hilton Garden Inn (Airport)
- Ask for B-CU Rate
- 189 Midway Avenue
- Daytona Beach, FL
- Phone: 386.944.4000 / 877.944.4001
- [www.daytonaairport.gardeninn.com](http://www.daytonaairport.gardeninn.com)

### Holiday Inn Express
- (Newly Renovated)
- 2620 International Speedway Blvd.
- Daytona Beach, FL
- $59 B-CU
- Phone: 386.258.6333

### TRANSPORTATION: From Orlando Intl Airport to Daytona Beach

**DOSHUTTLE SERVICE**

655 Beville Road, South Daytona, Florida

866.947.9947 / 386.947.9947

website: [www.doshuttle.com](http://www.doshuttle.com)

Planning to fly into the Orlando International Airport DOSHUTTLE is available. Check rates and schedules by going to their website or calling the toll free number.

DOSHUTTLE will deliver you to Dr. Mary McLeod Bethune Blvd at no additional charge.

Planning to fly to the Daytona Beach International Airport, please ask the hotel if they provide transportation to the hotel or to the campus.

*These hotels provide transportation to/from Daytona Beach Int’l Airport and B-CU Campus*
HELPFUL INFORMATION

ADDITIONAL CHECK-IN DATES

B-CU Band-Freshman
Sunday, August 7, 2011
Larry R. Handfield Music Bldg
Contact: Mrs. Villajean Smith-Williams
386.481.2740

Signed Scholarship Football Student Athletes
Thursday, August 4, 2011
Athletes on Scholarship ONLY
NO WALK-ONS
Contact: Coach Fagan / 386.253.8478

All Students
New Student Orientation Dates: August 15-19, 2011
Classes Begin: August 22, 2011

Useful Links:
B-CU Homepage: www.cookman.edu
B-CU Admissions: www.cookman.edu/Admissions.asp
B-CU Financial Aid Homepage: www.cookman.edu/financial_aid/index.html
B-CU Online Financial Aid System: http://pfweb.cookman.edu/NetPartnerStudent/
FAFSA: www.fafsa.ed.gov
Sallie Mae: www.salliemae.com
B-CU Registrar: www.cookman.edu/subpages/Registrar.asp
B-CU Student Accounts: www.cookman.edu/subpages/Student_Accounts.asp
U.S. Department of Education: www.studentaid.ed.gov Phone: 800.433.3243
FL Department of Education: www.floridastudentfinancialaid.org Phone: 888.827.2004
IRS (Link to request copy of Tax Return Information): www.irs.gov/individuals/article/0,,id=110571,00.html

Official Bethune-Cookman University address for mailing of letters and packages:
640 Dr. Mary McLeod Bethune Blvd
Daytona Beach, FL 32114-3099
Main Number: 386.481.2000

IMPORTANT PHONE NUMBERS

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone</th>
<th>FAX</th>
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<tbody>
<tr>
<td>Admissions Office</td>
<td>1.800.448.0228</td>
<td>FAX: 386.481.2601</td>
</tr>
<tr>
<td>Financial Aid Office</td>
<td>1.800.553.9369</td>
<td>FAX: 386.481.2621</td>
</tr>
<tr>
<td>Registrar</td>
<td>386.481.2525</td>
<td>FAX: 386.481.2550</td>
</tr>
<tr>
<td>Cashier's Office</td>
<td>386.481.2289 or 2292</td>
<td>FAX: 386.481.2057</td>
</tr>
<tr>
<td>Housing (Males)</td>
<td>386.481.2424</td>
<td></td>
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<tr>
<td>(Females)</td>
<td>386.481.2425</td>
<td></td>
</tr>
<tr>
<td>Student Health Services</td>
<td>386.481.2920</td>
<td>FAX: 386.481.2923</td>
</tr>
<tr>
<td>Book Store</td>
<td>386.481.2146</td>
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33. NEW STUDENT CHECK-IN
Mary McLeod Bethune Performing Arts Center

1. White Hall / Heyn Memorial Chapel
2. Faith Hall
3. General Studies Bldg.
4. Dr. Mary McLeod Bethune Gravesite
5. Bethune Foundation & Dr. Bethune’s Home
6. Cynthia A. Ranslow Hall
7. Carl S. Swisher Memorial Library
8. Texas A. Adams MD - Infirmary
9. Helen Kottle Memorial Bldg.
10. Charles C. Parlin Student Center / Cafeteria
11. Ferris Meigs Residence Hall
12. Ja-Flo Davis Residence Hall
13. Marjorie Joyner Residence Hall
14. Flora B. Curtis Residence Hall
15. Rev. Albert B. Cookman Hall
16. Dr. Ann Taylor Green Faculty Development Center
17. Dr. Richard V. Moore, Sr. Gravesite
18. Dr. M.M. Bethune Fine Arts Bldg. (Humanities)
19. Wendell P. Holmes, Jr., Business/Hospitality Management Training Center
20. Vera Friend Maintenance Bldg
21. Security Office/Parking Decals
22. Julia E. Robinson Music Bldg. & Annex
22a. Larry R. Handfield Music Bldg
23. Accounting Modular / Student Accounts
24. DeWitt C. LeFevre Residence Hall
25. Harrison Rhodes Hall
26. Richard V. Moore, Sr. Gymnasium
27. John O. Gross Science Hall /School of Science & Mathematics
27a. Rabie J. Gainous Science Annex/Observatory
27b. Alice G. Mickens Science Lecture Hall
28. Dr. Ernest C. Cook Admissions Bldg.
29. Judson/McPhillips Office of College Advancement
30. Dr. Oswald P. Bronson, Sr., Residence Complex
31. Larry Little/Tank Johnson Weight Room/Football Offices – Wildcats Training Facilities
32. Financial Aid Offices -618 W Int’l Speedway Blvd
33. Mary McLeod Bethune Performing Arts Center
33a. Mary McLeod Bethune Statue/Gardens
34. The Center for Civic Engagements Center
   a. President’s Dining Room
   b. Campus Bookstore
   c. Wildcat Student Center
35. Graduate & Professional Studies Building
36. Gale Lemerand Nursing Building
37. CIT & Registrar’s Office
38. Reverend Dr. Eugene Zimmerman Scholarship House
39. Mrs. Alexis Pugh Scholarship House
40. LLC Resident Complex/Lee Rhyant Residential Life Ctr.