



July 15, 2014

Dear New MLIS Student,

**Welcome to Valdosta State!** *This letter is to update information that has been sent to you via email over the summer.* All of the MLIS faculty members are looking forward to meeting you at the MLIS new student orientation to be held at the Odum Library on the main campus at Valdosta State University (VSU) on August 15 and 16, 2014.

To help make your trip to Valdosta and the orientation weekend go as smoothly as possible this letter will provide you with the information you need to know in advance. More information on specific orientation activities will be available when you arrive. **MLIS Orientation time and place:** Orientation will be held on Friday August 15 and Saturday August 16 from 9:00am to 5:00pm. Sign-in and packet pick-up will begin at 9:00 outside the Library Auditorium on the first floor of the Odum Library, south entrance; the program will begin at 9:30.

**All meals during orientation will be on your own,** but we encourage you to use meal times to get to know your classmates. A list of on-campus eating options within walking distance of Odum Library will be in your registration packets. On Friday night an optional self-pay group dinner will be organized. We will meet at the Smokin' Pig restaurant in Valdosta (a local barbeque favorite, located just off I-75 at Exit 22), and the cost will be approximately \$15.00 - \$20.00 per person. [http://www.smoknpig.com/index\\_vld.shtml](http://www.smoknpig.com/index_vld.shtml) -the menu is available at their website. Family members and traveling companions are welcome to join us at the dinner. On Saturday morning the Dean of Odum Library will host a continental breakfast featuring beverages and pastries before the Saturday orientation sessions begin.

**IMPORTANT! All students must apply for your VSU ID cards (1Card) in advance.** You will need to submit your photo to the 1Card Center by August 1 at the latest. Instructions for uploading your photo are provided at the following link. <http://www.valdosta.edu/administration/finance-admin/auxiliary-services/1-card-services/obtaining-a-vs-u-1card.php> --Read this page, and then click on "ID Photo Submission." But first you must create your Banner account and password as instructed in your acceptance letter from the VSU Graduate School. You will need to use your Banner ID and password to log into the VSU Student Photo Portal. Links to instructions are provided below.

Your id card can **only** be picked up in person at the VSU 1Card office in Valdosta – they make no exceptions. You will need to present **two forms of identification** – a government issued form of photo identification such as driver's license, and another form of identification – in order to have your VSU 1Card issued. The 1Card office is a two-block walk from the library and **all students must plan to make this walk as part of Friday morning orientation activities. This walk will take place rain or shine, so bring an umbrella with you to orientation.**

The MLIS Program has implemented the use of **LiveText**, an online assessment and file management tool, required of all students admitted in Fall 2012 or later. Please be sure to bring a credit or debit card so that you will be able to register and purchase your LiveText Membership (Standard Edition is \$98 for a 5 year Student Membership) during orientation

### **Master of Library & Information Science Program**

*Odum Library*

**Address** 1500 N. Patterson St. • Valdosta, GA 31698-0133  
**Phone** 229.333.5966 • **Fax** 229.259.5055 • **Web** <http://www.valdosta.edu/mlis/>

A Regional University of the University System of Georgia & an Equal Opportunity Institution

**If you have a disability that requires accommodation** during orientation please email Dr. Most at [lrmost@valdosta.edu](mailto:lrmost@valdosta.edu) no later than August 1, 2014. Information about requesting course accommodations is available from the VSU Access Office at <http://www.valdosta.edu/student/disability/>

**Directions** to Valdosta and a map of the VSU campus are linked on the MLIS Academic Advising webpage <http://www.valdosta.edu/academics/library/depts/master-of-library-and-information-science/student-resources/advising.php> and at the end of this letter. Print copies are included for your convenience.

A complete list of **Valdosta area hotels and restaurants** is available at [www.visitvaldosta.org](http://www.visitvaldosta.org) -- We suggest you choose lodgings from those grouped around exit 18 and 16 of I-75. Exit 18 is the most convenient to campus and to a variety of affordable restaurants. When you make your reservation be sure to ask for the VSU rate – Tell the hotel you are a new student and will be getting your student identification card while you are in town. **A VSU parking pass will not be needed** for these dates since classes are not yet in session. Please plan to park in the Oak Street Parking Deck (map item #42, linked below) or the Oak Street surface parking lot. From the Oak Street parking area walk toward the main campus and cross Oak Street using the pedestrian overpass. Follow the path east to the Odum Library Extension (south entrance - map item #29). We will meet in the Odum Auditorium which will be straight ahead on the first floor as you enter the library.

For those of you planning to **travel to Valdosta by air**, Valdosta Georgia is located on Interstate 75 about twenty miles north of the Georgia/Florida border. It has a small local airport – **The Valdosta Regional Airport, code VLD** -- served by three commuter flights per day to and from Atlanta only. It also hosts the major car rental companies. The Valdosta airport is located about fifteen minutes from campus and the hotel area. For more flexible travel planning, **Jacksonville International Airport (JAX) in Florida** is about two hours (130 miles) via interstate highway from Valdosta and is a major airport. Tallahassee Regional Airport is about 90 miles from campus but is not convenient for driving to Valdosta. Orlando International Airport (MCO) is about 3.5 hours from Valdosta (225 miles). We recommend either flying directly to Valdosta via Atlanta (easiest), or flying to Jacksonville and driving to Valdosta depending on your preferences for driving distance and flight availability.

Please note that Valdosta State University will become a tobacco-free campus effective October 1, 2014. Those who use tobacco products may do so while on campus in designated areas during the orientation period.

If you have any additional questions or concerns please feel free to contact Dr. Most or your advisor as needed. We look forward to meeting you in August!

*The MLIS Program Faculty*

Ps. If your plans have changed and you need to defer your admission to the MLIS Program or if you no longer plan to enroll in the MLIS degree program please contact Dr. Most or the Graduate School so that we may update our records appropriately.

**Items to bring with you to MLIS orientation:**

- Two forms of identification for 1-Card issuance
- \$15 - \$20 for optional dinner on Friday and funds for meals on your own
- Credit card to pay for LiveText online subscription
- Umbrella!

**Important MLIS Orientation Links:**

- **Summer and Fall 2014 Registration Guide:**  
<http://www.valdosta.edu/academics/registrar/documents/summer-and-fall-2014-registration-guide.pdf>
- **How to upload your ID card photos:** <http://www.valdosta.edu/administration/finance-admin/auxiliary-services/1-card-services/online-photo-submission.php>
- **Fee Schedule for Graduate Students:** MLIS students pay the eTuition rate per credit hour, MLIS Online Tech fee, and Institutional Fee. <http://www.valdosta.edu/administration/finance-admin/financial-services/students/documents/fall-2014-fee-schedule,-grads.pdf> **NOTE: University System of Georgia employees using TAP (Tuition Remission Program) as MLIS students pay the difference between the In State Tuition rate and the eTuition rate per credit hour as explained on the fee schedule.**
- Valdosta State University **Campus Map**  
<http://www.valdosta.edu/about/documents/vsu-campus-map.pdf>
- **Direction to VSU, Valdosta, GA**  
<http://www.valdosta.edu/about/documents/directions-to-vsu.pdf>
- **VSU New Graduate Student Online Orientation** resources:  
<http://www.valdosta.edu/academics/graduate-school/new-graduate-student-online-orientation.php>
- **Center for eLearning Virtual Orientation for Online Students:**  
<http://www.valdosta.edu/academics/elearning/online-orientation/welcome.php>
- **Tutorials to help you to acclimate to VSU online services:**
- <http://www.valdosta.edu/academics/online-programs/tips-and-resources/online-resources.php>

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## Program of Study Planning Information for First Semester MLIS Students

All entering MLIS students are required to take MLIS 7000, Foundations of Libraries and Information Science, in the first semester. MLIS 7000 is an online class as are all the courses in the MLIS program. Your seat in MLIS 7000 is reserved so you should not experience any problems when registering. All MLIS 7000 course activities will be conducted through the BlazeView online course management system which will be introduced to you during orientation. You will have access to your course websites when classes start.

When discussing course planning, the MLIS faculty members generally advise new students not to take more than two classes in the first semester if you have a full-time job or have no distance learning experience. It is always best to take core courses early in the program since most of the electives have prerequisites or co-requisites. If you want to take an additional class, we suggest you consider MLIS 7200 Management of Libraries and Information Centers, or MLIS 7300 Organization of Information, both of which are core courses with multiple sections offered. You should plan to discuss your course selections with your individual advisors during orientation if you have not done so already. Students and advisors will meet in small groups during orientation and individual advising appointments will also be available as needed.

Regular Registration for the fall semester begins August 14 and will run through August 19. An additional late registration window will open August 19 - 22 and there is a late registration fee that must be paid. You will have time to register for your courses during orientation. Classes begin on Monday, August 18. The university's bursary calendar lists the key dates you need to know for registration and fee payments at <http://www.valdosta.edu/administration/finance-admin/financial-services/students/services/bursary-calendar.php> The university registration guide is linked on the previous page.

All VSU students must register online via the Banner electronic academic management system. This process is described in the Virtual Orientation for Online Students which is available at <http://www.valdosta.edu/academics/elearning/online-orientation/welcome.php> DO NOT COMPLETE THE CHECKLIST that is part of the Virtual Orientation for online students – that is for undergrads only.

From the Banner home page <http://www.valdosta.edu/administration/it/applications-and-analytics/sis/> you have access to online course catalogs and semester-by-semester departmental course offerings. Students need no special account to view these course listings. However, you will need to use the VSU ID number you received to create your Banner account in order to register for classes.

Before actually registering for classes each semester all students must consult with their advisors about their course selections and the advisor must then set the student's Banner account eligible to register for that semester.

If you run into any problems when registering, please let your advisor know. You can also check for updated information about course offerings and other relevant topics at the MLIS Academic Advising page on the MLIS website at <http://www.valdosta.edu/academics/library/depts/master-of-library-and-information-science/student-resources/advising.php>