



UNIVERSITY PARENT
GUIDE



MarymountManhattan

CAMPUS RESOURCES – LOCAL INSIGHT – HELPFUL INFORMATION

2010



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Association of Parents and Friends

The Association of Parents and Friends is a diverse group of parents and others who support Marymount Manhattan College's mission in three principal ways:

The Parents Fund, the PASS (Parents and Alumni Streamlining Success) Program and Career Networking. MMC welcomes parents, guardians of students, alumni and other friends as integral members of our College community. Members are encouraged to become involved in the MMC experience by participating in events on campus, and as partners with the Offices of Admissions, Career Services and College Relations and Advancement.

Members of the Association of Parents and Friends engage in any (or a combination) of the following: 1) Giving to The Parents Fund as donors, connecting potential funders with the College, and/or volunteering to meet with other parents, friends and associates along with an advancement officer and encouraging them to support the College. 2) Attending local college fairs and serving as ambassadors of MMC alongside admissions counselors. 3) Participating with MMC's Office of Career Services to help students and young alumni channel their educational interest into a rewarding career by offering personal expertise, networking, and job shadowing opportunities. To join or learn more about the Association of Parents and Friends, please call (212) 517-0416 or email apf@mmm.edu. ■



MMC students enjoy an opportunity to meet with classmates on The Lowerre Family Terrace.

Welcome to Marymount Manhattan College

We are glad that you and your student have chosen Marymount Manhattan College and look forward to meeting you and working with your student in the coming year.

As a parent, you are considered a vital part of this community. You are encouraged to become familiar with the College and the ways in which we can be of service to your student. I believe you will find MMC a warm and friendly community,

with many people eager to assist you. This guide was designed to introduce many of our services at the College. As you become familiar with the content, you will discover ways to help your student utilize the services available at MMC. Should you have a question that is not

answered within this guide please don't hesitate to give me a call or drop me a line if you have a question or concern.

Once again, welcome!

Carol L. Jackson, PhD
Vice President for Student Affairs
and Dean of Students ■

Parents & Alumni Streamlining Success (PASS)

The Office of Admissions coordinates a program, Parents & Alumni Streamlining Success (PASS), which relies heavily on volunteers to assist in the recruitment of new students to Marymount Manhattan College. In order to attract a diverse and talented student body, the MMC admissions staff uses a variety of approaches to recruit prospective students.

While students have many opportunities to communicate with our counselors and current students, it is very important for students and their parents to hear the perspective of all members of the school community when choosing a college. Alumni and parents play an integral role in our recruitment efforts, allowing us to reach out to prospective students in new ways. The admissions staff at MMC is very excited about offering prospective students further support in making well-informed decisions during the college search. Communicating your advice and experiences gives future students and parents a perspective only you can share. Your efforts, coupled with those of our faculty, staff, and students, enables prospective students to fully understand what it means to be part of the Marymount Manhattan College community. Our parent and alumni volunteers represent MMC at college fairs, communicate electronically and by phone with our prospective families, and attend various events on and off campus to support the efforts of the Office of Admissions. To learn more about how to become a PASS member, visit www.mmm.edu/become/pass. ■



Associate Professor of Spanish Michael Colvin, Ph.D., holds a class session on The Lowerre Family Terrace.



Associate Professor of International Studies Ghassan Shabaneh, Ph.D., visits with MMC students (L-R) Rachel Balma and Julietta Lopez. When he isn't contributing to WABC or Al Arabiya, Dr. Shabaneh brings his expertise to the classroom.

Academics / Student Services

STUDY ABROAD

MMC students may spend a semester, a full academic year, or a summer or January studying abroad. The College offers a number of opportunities and formats to earn academic credits in programs throughout the world. MMC is a member of two consortia, the Academic Consortium of the Council on International Educational Exchange (CIEE) and the College Consortium for International Studies (CCIS), through which students may participate in study abroad programs in 50 countries. During January and summer terms,

Marymount Manhattan often provides shorter term opportunities for groups of students to study in foreign countries under the guidance of a faculty member. MMC students may also participate in study abroad programs offered by other institutions. The College currently has an exchange program with de Theaterschool in Amsterdam, the Netherlands, a premier dance academy, where MMC Dance majors may take advantage of the option to study abroad without interrupting progress toward the completion of their degrees.

HONOR SOCIETIES

MMC has many honor societies that high achieving students may join. **Alpha Chi** is a national honor society dedicated to the pursuit of knowledge and scholarship. Society members are chosen for their

academic excellence. A chapter of **Kappa Delta Pi**, the International Honor Society in Education, was initiated at MMC in 1997. The purpose of Kappa Delta Pi is to promote excellence in and ▶

recognize outstanding contributions to education. **Lambda Pi Eta** is the National Communication Association's Honor Society. The MMC chapter recognizes, fosters and rewards outstanding scholastic achievement in communication studies. The **Omicron Delta Kappa** Society, Inc., the National Leadership Honor Society for college students, recognizes and encourages superior scholarship, leadership and exemplary character. Membership in ODK is a mark of highest distinction and honor. **Pi Sigma Alpha**, the national political science honor society, exists to encourage and reward high achievement in the study of political science. **Psi Chi** is the National Honor Society of Psychology at MMC. To be considered for admission, a student must either be a major in Psychology or be recommended by the Psychology faculty. The purposes of **Sigma Beta Delta** are to encourage and recognize scholarship and achievement among students of business management and administration, and to encourage and promote personal and professional improvement in a life distinguished by honorable service to humankind. The purpose of **Sigma Tau Delta**, the International English Honors Society, is to confer distinction upon students of the English language and its literature.



The Thomas J. Shanahan Library is a helpful resource for MMC students.

CAREER SERVICES

The Office of Career Services provides counseling, support and guidance on all aspects of career development and internships, and welcomes both students and alumni. The office offers a full range of career-related workshops and seminars, online job and internship listings and two career fairs each year.

INTERNSHIPS

Internships are a key part of career development. The internship experience enables a student to make informed career decisions and choices early on and allows the development of professional connections and experiences that will contribute to ongoing professional development. Many internships are offered for academic credit. Please refer to www.mmm.edu/study/catalog.html for a full description of academic requirements.

COUNSELING & WELLNESS CENTER

The Counseling & Wellness Center (CWC) offers short-term individual counseling, psychiatric services (to evaluate students for prescription medications), health and wellness workshops and programs, and referrals for care in the community. Individual counseling and psychiatric services help students deal with a range of difficulties, including stress, homesickness, anxiety, depression, identity, eating and body image, families,

relationships, study anxieties, sex, and alcohol or drugs. Whatever the concern, CWC counselors are available to help. The staff is made up of clinical psychologists, a clinical social worker, a psychiatrist, and advanced doctoral clinical psychology trainees. All CWC staff members are experienced in working with students. To schedule an appointment, your student can call (212) 774-0700 or come directly to the office. Students can also come during the daily walk-in hour, Monday, Wednesday and Friday from 3 p.m. to 4 p.m. and Tuesday and Thursday from 10 a.m. to 11 a.m.

All services are free of charge. Except for a life-threatening emergency, CWC visits are confidential.

DOW ZANGHI STUDENT HEALTH CENTER

The Dow Zanghi Student Health Center provides quality health care to all students. The center provides free primary care, including treatment for colds, flu and minor injuries, physicals, STI/HIV testing and women's health care services. Some tests and vaccinations are subject to fees, which the student can submit to his or her health insurance provider for reimbursement. The services are provided by the Beth Israel Medical Center, Student Health Services Network. The center is open Monday, Thursday and Friday from 9 a.m. to 5 p.m. and Tuesday and Wednesday from noon to 8 p.m. Students can call the Dow Zanghi Student Health Center at (212) 759-5870 to schedule an appointment, or just walk in. After hours students can call the 24/7 on-call triage for assistance at (212) 420-2882. ►

HEALTH INSURANCE

All Marymount Manhattan College students enrolled in 12 or more credits per semester are required each year to submit proof of adequate health insurance coverage. Not all out-of-state policies offer sufficient coverage in New York, and students should carefully review their plans. If a student does not have adequate coverage under another plan, the student is required to purchase the affordable health insurance

policy offered by the College. Students must either enroll in the College plan or waive it during an enrollment period at the start of each academic year. Information about the enrollment period is mailed to the student's permanent home address and e-mailed to the student at his or her MMC e-mail address. All international students are required to participate in the College's health insurance plan.

CAMPUS SAFETY

The primary responsibility of the Department of Campus Safety is to ensure a safe environment for our students, employees and visitors. There is 24/7 security and/or concierge service provided on campus, at the 55th Street Residence Hall, at the de Hirsch Residence Hall, and at Manhattan Park on Roosevelt Island. The department maintains an excellent working relationship with the New York City Police Department and the police precincts that provide service to all MMC facilities. The Director of Campus Safety and Security Supervisors are all former members of the NYPD. For information, call the MMC Main Security Desk at (212) 517-0411.



There are many opportunities for MMC students to engage and make new friends.

RESIDENCE LIFE

The Residence Life program is committed to the overall growth, development and education of its residents. Our primary goal is to provide a safe, secure, and comfortable educational environment while providing residents the opportunities to become involved, exercise their leadership skills, and be part of a residential community.

The College offers housing at the 55th Street Residence Hall, de Hirsch, and the Manhattan Park Residence. Our

residence halls offer a safe and friendly living environment all within a 20 to 30 minute commute from the College. The 55th Street Residence Hall, located between 2nd and 3rd Avenues, is our First Year Experience Hall, and is home to more than 500 residents. The de Hirsch Residence Hall is located at Lexington Avenue and 92nd Street, and houses transfer students and sophomore, junior and senior students. Manhattan Park is located on Roosevelt Island at 10, 20, 30, and 40 River Road, and houses primarily sophomore, junior and senior students.

DINING SERVICES

There is an array of dining options at Marymount Manhattan. Aramark Dining Services provides a Declining Balance Dollars debit program which functions like a debit card. Using their student ID, each time they make a purchase, the total is deducted from the balance on their account. Declining Balance Dollars can be used at all dining locations on campus:

- **The Commons Café**, located on the 4th floor of the Main Building, offers a variety of foods for your dining pleasure including handmade pizza, pasta, stromboli, deli sandwiches, grill items, a full salad bar and daily specials. The café is stocked with snack items and grab n' go meals for students who are in a rush.
- **The C-Store** is conveniently located on the 2nd floor of the 55th Street Residence Hall. Students will find a variety of snacks, beverages, fresh produce, grocery items and even household supplies. The C-Store is open to all MMC students.
- **Peet's Coffee & Tea Cafe** in the Nugent Lounge offers assorted grab n' go food and beverage items.

Each of these locations accepts cash, credit cards and Declining Balance Dollars. Declining Balance Dollars can be added at any point during the semester. These funds will rollover from the fall to the spring semester, but expire at the end of the spring semester. Declining Balance Dollars can also be used at several off-campus restaurants.

All residential students are assigned a mandatory \$1,000 per semester/\$2,000 per academic year meal plan.

& ACTIVITIES

The Office of Student Development & Activities (SDA) is an integral part of student life at Marymount Manhattan College. Our office provides students with ample opportunities to enhance personal and social development outside the classroom. SDA is comprised of five general areas: Orientation, Office Programs, Leadership Development, Clubs and Organizations, and Intramural Sports. SDA is the center

of information on student events and leadership development for the College. Students can make the most of their college experience by participating in one or more of the areas the SDA office has to offer. Genuine involvement outside the classroom aids in creating a more holistic experience for students and fosters the development of skills students can use throughout their careers. ►



The Dance Department offers professional training in dance technique and a rich liberal arts curriculum.

CLUBS AND ORGANIZATIONS

MMC offers more than 35 clubs and organizations. For more information and club descriptions, visit www.mmm.edu/current/student/clubs/studentclubs.html.

INTRAMURAL SPORTS & RECREATION

The Intramural Sports and Recreation program offers students an opportunity to relate and interact with one another in an athletic environment. Events take place around NYC and incorporate a variety of different disciplines; past events include rock climbing, trapeze, yoga, a 5K run/walk, and a volleyball tournament! Our goal is to create programming that encourages an active lifestyle while having fun with peers.

FITNESS CENTER

The fitness center located in the 55th Street Residence Hall at 231 East 55th Street is available to all students. The center is equipped with treadmills, elliptical machines, upright bicycles, recumbent bicycles, a ballet barre, and a hydration station.

PARENT CONNECT

Marymount Manhattan College is proud to offer our new online service where our students can grant parent(s)/guardian/others access to their records via the Web. Parent Connect is online access to view the same information our students have access to view via the Internet. Our students can choose who has access to view their information along with the level of access granted. These different access levels include academic information (grades, class schedule, student profile), financial information (account, financial aid, payment info), or both academic/financial information. Parent Connect will also serve as the College's permission for 'Parental/Guardian Access to Student Records (FERPA)' form allowing staff and faculty permission to discuss academic and financial information with individuals granted permission by our students when necessary.

Instructions for how students are to grant access and access information once permission is granted can be found by selecting 'Current Students' from the top of the College's Web page, then selecting 'Parent Connect Instruction Form' Under the 'Online Resources' Section. ■

Bursar Office / Financial Aid

PAYMENT PLAN

The College offers a monthly payment plan through e-Cashier, administered by Nelnet Business Solutions. A payment plan allows a family to budget payments over the

course of the entire semester. For further details visit www.mmm.edu/become/aid/paymentoptions.html or call the Center for Student Services at (212) 517-0500.

A.W. G. DEWAR TUITION REFUND INSURANCE PLAN

In light of the substantial financial commitment made by families to pay for a college education, Marymount Manhattan offers an optional insurance program, the Tuition Refund Plan (TRP) through A.W.G. Dewar, Inc. You can cover your educational investment should your daughter/son need to leave school due to an illness during the 2010-11 academic

year. The annual premium for students residing in MMC housing is \$369. The annual premium for commuter/off campus students is \$235. Parents are encouraged to consider this option. Information about the plan was mailed early this summer. If you are interested you can access the A.W.G Dewar Plan information online at www.collegerefund.com to apply. ■



Marymount Manhattan College students can select from 19 majors within five academic divisions.

2010-2011

Academic Calendar

FALL 2010

| | |
|-----------------------|---------------------------------------|
| October 10 | Columbus Day - College Closed |
| October 22-24 | Homecoming/Family and Friends Weekend |
| October 10 | Honors Reception |
| November 24 – 28 | Thanksgiving Recess - College Closed |
| December 10 | Payment Due for January 2011 |
| December 10 | Fall 2010 Semester Ends |
| December 10 | Resident Student Move Out by 12 Noon |
| December 10 | Residence Halls Closed at Noon |
| December 24-January 2 | College Closed – Holiday Recess |

SPRING 2011

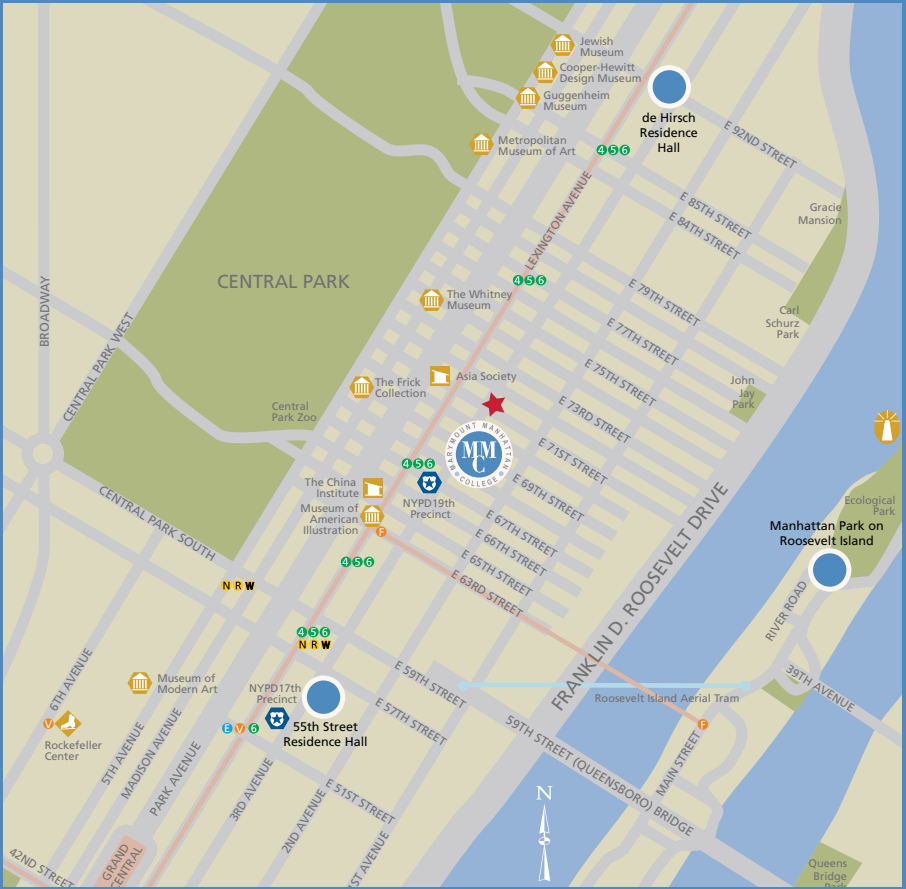
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| January 10 | January 2011 Session Resident Student Move In Starting at 12 Noon |
| January 10 | January 2011 Session Begins |
| January 10 | Payment Due for Spring 2011 |
| January 10 | Martin Luther King, Jr. Day - College Closed |
| January 10 | Incoming Freshman, Transfer and Continuing Resident Student Move In |
| January 10 | New Student Orientation |
| January 10 | January 2011 Session Ends* |
| January 10 | Spring 2011 Semester Begins |
| February 10 | Presidents' Day - College Closed |
| March 28-April 2 | Spring Break / College Open - No Classes |
| April 22-24 | Spring Holiday - College Closed |
| May 10 | Payment Due for Summer I and II 2011 |
| May 10 | Spring 2011 Semester Ends (Friday Classes Meet) |
| May 10 | Baccalaureate / Commencement |
| May 10 | Resident Students Move Out by 12 Noon |
| May 10 | Graduating Senior Residents Move Out by 12 Noon |
| May 10 | Summer I 2011 Resident Student Move In Starting at 12 Noon |
| May 10 | Summer I 2011 Semester Begins |
| May 10 | Memorial Day - College Closed |

| | |
|-----------|---|
| June 10 | Summer I 2011 Semester Ends* |
| June 10 | Summer II 2011 Resident Student Move In Starting at 12 Noon |
| June 10 | Summer I 2011 Only Resident Student Move Out by 12 Noon |
| June 10 | Summer II 2011 Semester Begins |
| July 10 | Independence Day - College Closed |
| August 10 | Summer II 2011 Semester Ends* |
| August 10 | Summer II 2011 Resident Student Move Out by 12 Noon |

Phone Numbers / Resources

| | |
|--------------------------------------|-----------------------------------|
| Academic Achievement | (212) 774-4820 |
| Academic Affairs | (212) 517-0520 |
| Admissions | (212) 517-0430 or (800) MARYMOUNT |
| Academic Advisement | (212) 517-0568 |
| Career Services & Internships | (212) 774-0745 |
| College Relations & Advancement | (212) 517-0450 |
| Counseling & Psychological Services | (212) 774-0700 |
| Financial Aid | (212) 517-0500 |
| Higher Education Opportunity Program | (212) 517-0590 |
| Information Technology | (212) 517-0580 |
| Library | (212) 774-4800 |
| Program for Academic Access | (212) 774-0724 |
| President's Office | (212) 517-560 |
| Registrar | (212) 517-0500 |
| Residence Life | (212) 774-0740 |
| School Store & Events | (212) 517-0656 |
| Security & Safety | (212) 517-0411 |
| Student Accounts | (212) 517-0500 |
| Student Affairs | (212) 517-0750 |

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|---------------------------|--|
| Web Site | www.mmm.edu |
| MMC's Federal School Code | 002769 |



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