The sprint is on to the end of the term, with just over two weeks remaining until finals week kicks off April 30. We’ve had a number of questions from parents about finals and move-out details, so read on for this info. Now at the mid-April mark, Tax Day is also upon us meaning calls about 1098-T tax forms. I have included some info previously sent in January in case your student still has not retrieved this form. Be sure you review the Technology Notes section, as we have some changes coming that will make the Parent Guest Portal, your main tool for access to student records, a more important piece – so be sure this is in place, perhaps before final grades come out in mid-May. Instructions follow.

For parents who are just joining us with an incoming student, welcome aboard! Be sure to read the sections specific to Parents of Incoming Students at the end of this newsletter directed especially to you. For other parents, help us by reminding your students to keep their eyes on academics and noses in the books, as these last weeks can often have quite an impact. See the reminder about GPA requirements increasing. Suggest your students check out some of the Upcoming April Events to help positively harness end-of-the-term energies and get ready for finals. Parents of graduates – there is a chance to include an ad about your graduate in a graduation edition of the Daily Athenaeum!

As questions come up, don’t hesitate to reach out. You can simply reply to this e-mail with questions or call the Parent Helpline directly at 1-800-988-0096. A real person will answer and assist – a rare thing today! In this edition:

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REMINDERS

Last-Minute Tax Day Reminders on 1098-T Tax Forms

With tax day just around the corner, I have had a few calls about where to find the 1098-T tax forms.

WVU Tax Services has partnered with ECSI Heartland for preparation of the Form 1098-T Tuition Statement used by students or parents when filing the 1040 personal tax return. Each year Form 1098-T for the recently completed calendar tax year became available online in January at http://bit.ly/2BjTAm7. Hard copies were mailed by January 31 to the student’s permanent mailing address listed in the student’s STAR account. Contact ECSI Heartland with questions about your Form 1098-T at http://bit.ly/2E0OXjV. Or at 866-428-1098. For more on this process: http://bit.ly/2HeZcos.

GPA Requirements Raised for Spring 2018 Academic Suspension

Beginning spring 2018, a student with a cumulative grade point average (GPA) below 2.0 will be placed on academic suspension. Learn more at http://bit.ly/2Bw6O2K.

TECHNOLOGY NOTES

Two-Factor Authentication Will Prevent You From Logging in With Your Student’s Credentials

Although it’s against WVU policy http://bit.ly/2EFFBNQ and best practices for cybersecurity, we know that your students may have shared their Login passwords with you. We understand you may have seen this as a convenience, allowing you to log in to their STAR or MIX account
without getting permission each time. After August 31, this will no longer be possible. To comply with cyber-liability insurance requirements and to ensure the security and privacy of WVU data, all students will be using two-factor authentication http://bit.ly/2EEsUxZ.

Two-factor is a second layer of security in addition to a password. To gain access to a secure WVU system, students will have to prove who they are using something they know (username and password) and something they have (a smart phone or display token). It’s no different than a key to a lock: To prove they should get through a door, they need a physical key, not just knowledge of the address.

This change will improve the safety and security of your student’s personal, financial, academic and other sensitive information in WVU systems.

You will still be able to access important student records such as billing and financial aid through the Parent/Guest Portal, using your own unique and secure logon, if permitted and set up by your student: http://bit.ly/2BA3Cji.

With this in mind, we suggest you work with your student while they are home over the summer to set up Parent/Guest Portal access if they have not already. This way, you can continue to access their information, such as fall bills (coming out in July and due in August), financial aid details and/or grades, even after two-factor implementation this fall.

WVU is beginning to encourage our currently enrolled students to sign up now voluntarily. On August 31, it will be mandatory. Faculty have already made this transition, and all staff will be using by the end of the semester. If you have any questions about two-factor, please email ITSHelp@mail.wvu.edu or call Information Technology Services at 304-293-4444.

PARENT/GUEST PORTAL – Sign up Today

The Parent/Guest Portal allows students to grant parents or guests direct online access to student record information including final/midterm grades, financial aid and student account/billing information. Establishing this access is important. In addition to final grades that will post mid-May, financial aid awards are already posted to most students’ accounts who have filed the 2018-19 Free Application for Federal Student Aid (FAFSA). Fall bills will be posted in early July and due by August 1. Depending on what access your students grant you, all of these items can be viewed in the Parent/Guest Portal. http://bit.ly/2BA3Cji

What do students need to do?

Log on to the WVU Portal and click on STAR. Click on Parent/Guest Proxy and complete the remaining steps:

1. **Account**: Create a new proxy account by clicking Add Proxy. You can add more than one if you wish.
2. **Authorization:** Click **Expand Proxy** and choose the **Authorization tab** to view and grant specific access.

3. **Passphrase:** Set a word or phrase the proxy (parent or guest) will use to verify his/her identity when calling or emailing WVU on your behalf.

What do parents/guests need to do?

1. Encourage your student to log on today and set up your access through the process above (completing ALL steps): [http://bit.ly/2BA3Cji](http://bit.ly/2BA3Cji)

2. Once access has been granted by your student, you will receive an e-mail to finalize your account set-up (check your SPAM filter). The link included is only good for 30 days, so log on in a timely fashion to complete this process.

3. They will also set a passphrase that you should remember because you will use it to verify your identity when calling or emailing WVU on your student’s behalf. Please save it so you have it when needed.


**END-OF-YEAR INFO**

**Residence Halls Close May 5 at Noon**

Residence halls close Saturday, May 5 at noon; students are expected to vacate the residence halls within 24 hours of their last exam or by May 5 at noon (whichever comes first). Be sure to ask your student when their last final exam is. The official finals schedule can be found at [http://bit.ly/2gP3Y10](http://bit.ly/2gP3Y10) (scroll down for spring 2018).

Students who anticipate difficulty in meeting the departure time due to travel schedules should contact their residence hall director no later than one week before the closing date to see if alternate arrangements can be made: [http://bit.ly/2zRNiut](http://bit.ly/2zRNiut).

Also, students will be given details on what to expect during move-out and official move-out procedures in the next few weeks. You can check out some of these helpful tips, such as mailing forwarding info, room clean-up and microfridge return details among others here: [http://bit.ly/2z6dv6E](http://bit.ly/2z6dv6E).

**Blue and Gold Mine Sale Collections Begin April 30, Sale May 12**

While students begin packing up their living space, they may donate any unwanted items to the Blue and Gold Mine Sale. Acceptable items include but are not limited to furniture, clothing,
appliances, décor, sporting equipment and electronics. From April 30-May 9, students may drop off donations to a designated collection station, which include all WVU residence halls, Chateau Royale, at the top of Falling Run Road, the Seneca Center and Grant Avenue. The sale will be held at the East Concourse of Milan Puskar Stadium on May 12, from 7 a.m. to noon: http://bit.ly/2IIfkw3. This event keeps about 30 tons of goods out of landfills annually, and all proceeds benefit WVU’s campaign for the United Way of Monongalia and Preston counties.

Storage Units

Parents often ask about local storage facilities. There are many available, but they become more scarce during this time of the year. Our best advice to find what fits your needs (size, climate-controlled, location, price, etc.) is to do a broad search online for the Morgantown area. You can find contact info and take a look at reviews. The Office of Student Life also offers a list in their FAQ listing (but not an endorsement) that can be found here: http://bit.ly/2IM1cli. Does your student need a ride to move their items to storage? Remind them that Zipcars are available on campus; students can rent a car by the hour: http://bit.ly/2Hg0SOI.

Important Bookstore Reminders:

Spring semester rental check-in: If your student rented textbooks this spring, the books are due back to the store from which they were rented by May 4. Since the due date coincides with the end of Finals Week, we simply tell students to visit the store before they pack up and leave for the summer.

Bookstore Buyback $$$ (Cash for Books!): The best time for students to sell books to the WVU Bookstore is April 23-May 4 (WVU ID is required).

Graduating?: Pick up your cap and gown before May 11. Pre-ordered sets will be at the store you chose. Didn't pre-order? No problem! Simply visit one of the WVU Bookstores to purchase through May 11.

T-shirt BOGO 50% Off Sale!: April 11-April 13 (Wednesday-Friday). Shop in-store or online at http://bit.ly/2p0CDsi during the sale dates.

Student Health and Health Insurance Reminders

Students who purchased the Aetna health insurance policy in the spring term – even soon-to-be graduates – should note that their policy runs throughout the summer months until August 10: http://bit.ly/2GQQYQ1. Also, WVU Medicine Student Health Service and the Mountaineer Pharmacy will remain open throughout the summer and welcome students to stop in for their healthcare needs: http://bit.ly/2hiSDSS.
PARENTS OF GRADUATES

Webcast Option and Updates

As you finalize plans, if friends or family members can’t travel to see the ceremonies on campus, they can log on to http://bit.ly/1Q4midy to join the webcast. Again, the full schedule for Commencement Weekend, along with other helpful details, can be found here: http://bit.ly/2gUpka6. Graduation speakers will be announced soon, so stay tuned.

E-mail Remains Active for Graduates

Upon graduating, students will lose access to the WVU Portal http://bit.ly/1m8XLtH, but NOT access to WVU email or data in STAR. Students should just use the direct links, E-mail: http://bit.ly/2qqgDs5 and STAR: http://bit.ly/2qoV5gf. For help, call 304-293-4444.

Graduation Celebration Ads – Due by April 20

The WVU student-run newspaper, The DA, has a great way to help you show your student how happy and proud you are. You can place a celebration ad in the graduation edition to commemorate the past four years. It will be mailed to each senior and will be available during commencement. We offer four sizes and will help design your special message to your senior. Please submit your senior’s name, message and pictures by April 14, 2018, to DA-Ads@mail.wvu.edu. See ad samples at: http://bit.ly/2Hf0AaE.

PARENTS OF INCOMING STUDENTS

What Else Do We Need to Be Doing?

Parents, the next steps to enrollment site gives you a helpful guide of key steps in the process: http://bit.ly/2IHXJ7p. We have highlighted two of these specific steps below to assure your students are on track!

Pay the Academic Deposit

Once admitted, the main item to ensure your student is moving forward in the process is to be certain they have paid their Academic Deposit if they have not already done so: http://bit.ly/2IKp0Ge. This step opens up additional “next steps,” including getting details about Housing options and New Student Orientation that is also coming up in June: http://bit.ly/1bmgcFa. For further questions about the Academic deposit, call Admissions at 304-293-2121.
Choose Dining Plans Now

Another step in this process is choosing a dining plan. WVU Dining is already planning for your student’s arrival next fall, developing new menu items and planning special events to give students the best campus dining experience possible.

WVU Dining offers four dining options for students living in WVU’s residence halls. Here’s a link for incoming students that explains our dining plans and the sign-up process: http://bit.ly/2GV6g6x. If you have any questions, you can reach us at 304-293-2096 ext. 1 or email to dining@mail.wvu.edu.

UPCOMING APRIL EVENTS

Stressed About Suspension SORTS Seminar – April 12

If your students feel they may be at risk for suspension (cumulative GPA below 2.0), this seminar will explain the process to appeal their suspension and what steps they will need to take. It will be offered on Thursday, April 12 at 4:00 p.m. in the Mountainlair Shenandoah Room. http://bit.ly/2v4inNd

Flower Walks at the Core Arboretum – April 14

Spring is a great time to get outside, and the Core Arboretum is located adjacent to the Coliseum and is a great place to hike, relax or take in nature – right in town. On Saturday, April 14 from 2-6 p.m., encourage your students to drop by for flower walks, live music and food! http://bit.ly/2INSG5v

Finals Prep and Finishing the Semester with Success SORTS Seminar – April 16, 17

Finals are just around the corner. Offered twice, once on each area of campus, this seminar will focus on help to get you prepared and ready in advance to finish strong. http://bit.ly/2v4inNd

chillFEST Extravaganza – April 19

Students are encouraged to check out the chillFEST Extravaganza from 4-8:30 at the Student Rec Center. Students can get free massages and take part in other stress-relieving activities between classes such as Blacklight Yoga, Rock Mantra, Mindful Coloring and HeartMath: http://bit.ly/2hq4sLt.

Fun Before Finals Events – April 23-27

From a Pittsburgh Pirates game to movie nights, pizza and floats or free massages, starting April 23-27, the week prior to finals, students should be sure to check out the Fun Before Finals events. They are free and open to all WVU students. http://bit.ly/2HinApi
Puppy Pilates – April 25

Students are invited to the Student Rec Fields at 4 p.m. on April 25 for the ultimate stress relief event – a Puppy Pilates class! They can bring their own dog or come cuddle with one from a local area shelter. The event is free and students can either bring their own mat or use one of the (limited number of) available mats. http://bit.ly/2EETkzH

/Katie Gallagher and Lisa Hanselman

Office of Parent Relations

West Virginia University