

Pirate Pearls

THE GRADUATE STUDENT
NEWSLETTER



VOL 4, NO 7

Getting Organized For a New Semester

Want to start off Spring 2020 smoothly? Here are the top 5 things you can do to help you prepare! Click on the links for more information.

1. Make sure you are enrolled. It is the student's responsibility to ensure their class schedule is accurate. Checking your schedule is done in Banner Self Service (not Blackboard or Canvas). Use this guide to [check your schedule today](#) and [enroll in courses](#) if you have not done so yet.

2. Clear holds from your record. Prior to trying to enroll, verify that you do not have any holds on your record. To see if you do, access your Degree Works audit and click the Student Holds link or you can log into Banner Self Service through Pirate Port and click the Student Records link. If you have holds, you need [to speak directly to the office that has applied the hold](#) to determine what needs to be done for the hold to be lifted.

3. Pay your balance due. Speak with the [Cashier](#) if you need a [payment plan](#). Talk with the [Office of Financial Aid](#) about pending loans or scholarships that you don't see showing up in your account. Review the [schedule cancellation dates](#) so you know when your classes are at risk for being dropped because of nonpayment. Make sure to pay your student fees if you have a tuition remission or scholarship covering the tuition portion of your bill. You can pay your fees even before the remission or scholarship shows up in your record.

4. Plan your work schedule. If you are employed either on-campus or off-campus during Spring 2020, take some time to review your work schedule and your class schedule to determine what type of balance you will need. Know that it gets busy at work at a certain time each Spring? Make sure to look at your course syllabi to determine what is due in the same timeframe so you can plan to get classwork done early or after your work obligation. A little bit of planning and putting due dates for classwork in your calendar can really help you decrease stress.

5. Plan your life outside of classes! Yes, graduate school is intense, and that's the reason why it's important for you to find things to do outside of classes so you don't burn out. Make sure to plan events with your family & friends and also take advantage of the many events campus has to offer through [Student Involvement & Leadership](#), [Campus Recreation & Wellness](#), [Athletics](#), and [the performing arts](#).

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Thesis Or Dissertation Upload Deadline

This date is always in the Academic Calendar. Click on the [Blue Link](#) on the top of any academic calendar and you will be taken to the Application and Processing Calendar. The Thesis & Dissertation deadline is always listed there!

[Spring 2020 - April 23](#)
[Summer 2020 - July 17](#)
[Fall 2020 - December 2](#)





PROFESSIONAL DEVELOPMENT EVENTS

Research & Creative Achievement Week - Submissions Accepted January 6 - February 6, 2020

Plan to submit your abstract for a presentation at Research and Creative Achievement week now! Your research mentor can help! It does not have to be from a thesis or dissertation. We want to see what all of our students are doing - so submit an abstract today. Click on the RCAW link to review the RCAW website including formatting requirements, judging and workshops to help you improve your presentation skills. Strict deadline for abstract submission is February 6, 2020. Plan today!

[Research & Creative
Achievement Week](#)

Thesis/Dissertation Boot Camps during 2020

There are a variety of professional development opportunities for you in 2020 and you will be more likely to take advantage of them if you put them on your calendar now! If you are doing a thesis or dissertation and need more focused writing time, join us at Thesis-Dissertation Boot Camp which will be held three times in 2020. We need you to register so we are prepared for you. Click on the date to register!

[January 22, 23, 24 @ 8:30 AM, Joyner Library](#)

[May 13, 14, 15 @ 8:30 AM, Joyner Library](#)

[September 9, 10, 11 @ 8:30 AM, Joyner Library](#)

Questions? Email Dr. Cox at coxka@ecu.edu

Spring 2020 Career Fairs

[Pirate Nurse Expo](#)

February 10, 2020
4:00 - 6:00 PM
Health Sciences Building - Nursing Lobby

[Engineering & Technology Fair](#)

February 20, 2020
1:30 PM - 4:30 PM
Greenville Convention Center

[Job & Internship Fair](#)

February 20, 2020
8:30 AM - 11:30 AM
Greenville Convention Center

[Education Job Fair](#)

March 18, 2020
8:30 AM - 11:30 AM
Greenville Convention Center

[Summer Job Fair](#) - April 9, 2020 - 1:00 - 4:00 PM
Main Campus Student center



IMPORTANT DATES & DEADLINES

- | | | | |
|-----------------------------|--|------------------------------|---|
| JAN
13 | First Day of Classes
Academic Calendar | MARCH
25 | Last day to withdraw from term-length courses or withdraw from school without grades by 5:00 PM today.
Academic Calendar |
| JAN
17 | Last day of Course Adjustment Period (no schedule changes after today at 5:00 PM)
Academic Calendar | MARCH
27 | Early Registration for Summer and Fall 2020 semesters begins at 1:00 PM. Grad students can register at 1:00 PM.
Academic Calendar |
| JAN
20 | State Holiday (no classes)
Academic Calendar | APRIL
23 | Last day to submit a thesis or dissertation for Spring 2019 graduation
Vireo Portal
Processing Calendar |
| JAN
22 | Schedules cancelled for Spring 2019 if not paid by 5:00 PM.
Processing Calendar | APRIL
10-11 | State Holiday (no classes)
Academic Calendar |
| FEB
1 | Last Day to Apply for Graduation for a Spring 2019 graduation date.
Processing Calendar
If you are graduating, apply for graduation NOW! | APRIL
28 | State Holiday Make-Up day. Classes which would have met on Friday April 19 will meet on this day instead.
Academic Calendar |
| FEB
6 | Last day to submit an abstract for a presentation at Research & Creative Achievement Week 2020
RCAW Website | APRIL
28 | Classes end. Last day for faculty to remove incompletes from Spring 2019.
Academic Calendar |
| MARCH
8-15 | Spring Break
Academic Calendar | MAY
8 | Commencement
Academic Calendar
Commencement Information
If you are graduating, apply for graduation NOW! |

This newsletter page is not an official calendar. Always consult the official academic calendar for approved deadlines.

Current Academic Calendars are always available at <https://faculty senate.ecu.edu/academic-calendars/>



EMPLOYMENT & FUNDING

LOOKING FOR CAMPUS EMPLOYMENT?

Student Employment Office

How To Search For
Positions

Visit the [Student
Employment Office
page](#)

Scroll to see the different
types of positions
available.

Click on [Apply for Jobs](#)
in the left margin.

Typically, graduate
students are eligible
for self-help positions
and assistantships.

Students may not work
more than 25 hours
per week for campus
employers

Graduate Assistantships Available on GradFunding Mailing List!

The Grad Funding listserv (mailing list) was created specifically for ECU graduate students who are seeking assistantships, scholarships, grants, or other type of graduate education or research funding. Faculty and staff are also welcome to join the listserv to become more aware of what is available for graduate students so information can be disseminated to newly admitted students, as well. Please encourage all your classmates and coworkers to sign up! You can unsubscribe at any time. It's an opt-in/opt-out mailing list! Please tell your friends!

1. Address an email to listserv@listserv.ecu.edu
2. Do not put a subject or signature block/file.
3. Type the message: SUBSCRIBE GRADFUNDING-L firstname lastname
4. Replace "firstname" and "lastname" with your own first and last name.
5. Send the email

Additional listserv functions can be found [here](#).

Apply For Scholarships Now!

Make sure to review the [Office of University Scholarships website](#) so you can learn how to complete the online application and research scholarship opportunities for which you may be eligible.

Each scholarship opportunity in the portal may have different due dates, so review carefully. Complete one application and be matched to available awards! Applications now would likely be for Fall 2020 - Spring 2021, but there may be opportunities for Spring or Summer 2020 if they weren't awarded previously for some reason. The [Scholarship FAQ](#) on their page is a great guide and there are other tutorials available as well. Maybe there is money waiting for you!



PROFESSIONAL DEVELOPMENT

Maximize your NCFDD membership!

Don't forget to claim your membership in the National Center for Faculty Development & Diversity! All graduate students at ECU are given a free account, so activate yours today!

Here are workshops available to you through your membership!

<p>Every Semester Needs a Plan Register Thursday, Jan 16 2:00 - 3:30 PM</p>	<p>Managing Chronic Illness and Academic Life Register Tuesday, Jan 28 2:00 - 3:30 PM</p>	<p>How to Align Your Time with Your Priorities Register Thursday, Feb 13 2:00 - 3:30 PM</p>
<p>Resting to Rise Register Tuesday, Feb 18 2:00 - 3:30 PM</p>	<p>How To Develop a Daily Writing Practice Register Thursday, Mar 12 2:00 - 3:30 PM</p>	<p>How to Challenge Race and Gender Bias in Student Evaluations Register Tuesday, Mar 24 2:00 - 3:30 PM</p>
<p>Mastering Academic Time Management Register Thursday, April 9 2:00 - 3:30 PM</p>	<p>Wellness and Technology Register Thursday, April 28 2:00 - 3:30 PM</p>	<p>Want to activate your membership? https://www.facultydiversity.org/</p>

Are you using Handshake?

Career Services has provided HANDSHAKE to the campus community! Join today and you will have access to career fairs, employment opportunities, and will be able to see assistantship advertisements too!

<http://www.ecu.edu/career/>

Feeling Stressed?

The Center for Counseling and Student Development is available for all students who feel like they need someone to talk to about stress, anxiety, or any other issue that is preventing you from doing your best. If you believe you need some help, please contact them today!

<http://www.ecu.edu/counselingcenter/>



IMPORTANT ACADEMIC POLICIES

What is the Graduate Catalog?

The [Graduate Catalog](#) describes the policies that guide graduate education at ECU. Any time you have a question about your academic program - adding, dropping, withdrawing, time limits, transfer credit, etc., always consult the Graduate Catalog first to review the appropriate policy. Then speak with your graduate program director to discuss implementation of the policies and how it affects your specific situation. You can also email questions to gradschool@ecu.edu.

What do I do if I need to leave my program completely?

Once you are enrolled in classes, you cannot drop all your classes if you choose to not take any during the semester. You can drop all but the last one. The last course for a complete departure during the semester must be dropped by the Registrar. Thus, if you want to leave ECU for the semester, you would email regis@ecu.edu and inform the Registrar that you are not going to attend that semester and

request that all of your courses be “dropped”. Make sure to copy your program director and course instructors and include your Banner ID. Always use your ECU email address for any academic transactions like this.

Be aware - “dropping” one course or all your courses after the 5th day of classes (this term it’s Jan 17), means you are actually “withdrawing” not dropping. When you withdraw, there is a W on the transcript. Drops only occur before the 5th day of classes. Make sure to review the academic calendar for these dates in the future.

Also, make sure to consult with Financial Aid prior to withdrawing. There are times when students must immediately pay back the student loan or scholarships/grants they received at the beginning of the semester when they withdraw completely. Do not withdraw from your courses until you understand the financial impact it will create for you.

Make sure to review the [Withdrawal Policy in the Graduate Catalog](#) prior to withdrawing. Readmission is not guaranteed; discuss your departure with your program prior to making any decisions.

Graduating in Spring or Summer 2019?

The [application for graduate graduation](#) should be completed [at least one semester](#) prior to completion of the requirements of the degree or certificate. Application for graduation must be completed online through [PiratePort](#) in Banner Self Service. If there are curriculum changes after the student has applied to graduate or if the semester of graduation changes, it is the student’s responsibility to notify the Office of the Registrar at regis@ecu.edu to have the graduation application updated. Students who complete the degree requirements after the last day of final exams in the intended term of graduation will be certified for graduation in a subsequent term. You must apply for a degree graduation and a certificate graduation separately, even if they are graduated the same semester



SPRING 2019 IMPORTANT NOTES

Last day to add or drop classes for Spring 2020 is Friday, Jan 17, 2020

After Jan 17, all “drops” are course withdrawals and a W appears on the transcript.

If you have any concerns about your Spring 2020, now is the time to ask questions and finalize your schedule. It is the student’s responsibility to make sure the schedule is accurate. Please check course name, number, section number, and the number of credits. If anything is in error, get it corrected this week. The [Cashier](#) is the office on campus where you can ask questions about your tuition and fees balance, payment deadlines, and fees associated with registering after your schedule has been cancelled for nonpayment. Their [Important Dates](#) document is always on their website and alerts you to the dates where your schedule is cancelled for nonpayment.

Need Help with Registration?

- Don’t know what to take? Ask your program director
- Don’t know how to register? Consult the [Registrar’s website](#) and read their [instructions](#)
- Need to check your schedule? Use [Banner Self-Service](#)

ECU is now using both [Blackboard](#) and [Canvas](#) for course management. Make sure to check BOTH portals for your Spring 2020 courses. Blackboard will be phased out by Fall 2020. You can get more information on the move to Canvas on the [ITCS website](#).

GPSS on Social Media!

Follow your Graduate & Professional Student Senate (GPSS) through social media to stay up to date on all the happenings and events!

Facebook: gpssecu

Insta: ECU.GPSS

Twitter: GPSSECU

gps@ecu.edu

Do not assume your schedule was cancelled for non-payment.

Always check [Banner Self-Service](#) to review your schedule and follow the policies and procedures provided for you to officially change your schedule (or withdraw). You will be obligated to pay balances for courses not properly [withdrawn](#) or [dropped](#).