



READY, SET,

RISE!

**GB ORIENTATION
GUIDEBOOK**



UNIVERSITY of WISCONSIN
GREEN BAY

MY UW-GREEN BAY INFORMATION

My Name: _____

My Student ID Number: _____

My Major & Minor: _____

SPRING 2025 CLASS SCHEDULE

	MON	TUES	WED	THUR	FRI
8 AM					
9 AM					
10 AM					
11 AM					
12 PM					
1 PM					
2 PM					
3 PM					
4 PM					
5 PM					
6 PM					
7 PM					
8 PM					

RESOURCE DIRECTORY

Academic Advising

920-465-2111
uwgb.edu/advising

Career Planning & Professional Connections

920-465-2111
uwgb.edu/careers

Dean of Students

920-465-2152
uwgb.edu/dean-of-students

Financial Aid/Scholarship

920-465-2111
uwgb.edu/financial-aid

Housing & Residential Education

920-465-2040
uwgb.edu/housing

Information Technology

920-465-2309
uwgb.edu/it

International Education

920-465-2111
uwgb.edu/international-education

The Learning Center

920-465-2958
uwgb.edu/learning-center

Multicultural Resource Center

920-465-2522
uwgb.edu/multicultural-resource-center

The Phoenix Bookstore

920-391-6600
thephoenixbookstore.com

Pride Center

920-465-2167
uwgb.edu/pride-center

Registrar

920-465-2111
uwgb.edu/registrar

Student Accessibility Services

920-465-2841
uwgb.edu/sas

Student Billing

920-465-2224
uwgb.edu/student-billing

Student Engagement Center

920-465-2720
uwgb.edu/student-engagement

University Police

920-465-2300
uwgb.edu/public-safety

University Recreation

920-465-2449
uwgb.edu/urec

University Union

920-465-2400
uwgb.edu/union

Veterans Services

920-465-2065
uwgb.edu/veterans

Wellness Center

920-465-2380
uwgb.edu/wellness-center

SPRING 2025 IMPORTANT DATES

JANUARY

- 2** Students can charge books to SIS account (through March 26)
- 2** First day of January 2025 term classes
- 23** Check SIS for financial aid disbursements
- 23** First day of Spring semester classes
- 29** Deadline to add a course to your Spring 2025 schedule (without a Late Add Fee)

FEBRUARY

- 5** Tuition and fees due
Late fee will be added to outstanding balance
- 5** Deadline to drop a course (without a "Withdrawal" grade)
- 8** Last day to "opt out" of Green Bay Campus parking permit
- 15** 24-25 UW-Green Bay Scholarship application deadline

MARCH

- 5** Payment plans due
- 17** Registration begins for Summer 2025
- 17-23** Spring Recess
- 31** Registration begins for Fall 2025 on a priority basis.
Check for your enrollment appointment in SIS.

APRIL

- 24-27** NFL Draft Recess

MAY

- 12-16** Final exams

HELPFUL LINKS



2024-2025
Academic Calendar



Spring 2025
Registration Calendar



UW-Green Bay
Campus Calendar

NOT SURE WHERE TO START?

Contact the Student Services Center!

The Student Services Center specializes in answering FAQs for Advising, Financial Aid, and Registration, but they can help you find answers to virtually any question you may have about UW-Green Bay.

Call 920-465-2111

Email ssc@uwgb.edu

Hours M-F 8am-4:30pm

NEW STUDENT CHECKLIST

- Get your UW-Green Bay ID** at the University Ticketing & Information Center (Green Bay campus).
- Check your **UW-Green Bay email** daily.
- File the FAFSA** to apply for financial aid, or add UW-Green Bay's school code (003899).
- Download the Navigate app** to receive alerts and communicate with your advisor and instructors.
- Discuss your plan to pay for college** and finalize payment options in SIS.
Tip: The Financial Aid Office is happy to help and available for appointments.
- Discuss accommodation options** with Student Accessibility Services (if applicable).
- Visit the Student Information System (SIS)** to view and purchase textbooks needed for classes.
- Review Canvas**, the University's online learning system where your courses and assignments will be housed.
- Update your **emergency contact** in SIS.

MY CHECKLIST

Anything else you need to do while preparing for college? Need a place to keep your packing list if you're living on campus? Write it all down here!

<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
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<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____



SIGN UP FOR GB ALERT THROUGH SIS

GB Alert is the University of Wisconsin-Green Bay's emergency notification system, which allows all UW-Green Bay students, faculty and staff to receive alerts in the event of an on-campus emergency.

GB Alert is an opt-in, voluntary system and is used for emergency notification purposes only.

WELLBEING RESOURCES

WELLNESS CENTER

Once enrolled, students at each campus location have access to many of our counseling, medical, and wellness services for free or reduced cost.

NEXT STEPS

1. UW-Green Bay does not require proof of vaccination, but our medical staff highly recommends you are up-to-date with vaccinations, including
 - Meningococcal
 - Serogroup B Meningococcal
 - Hepatitis B
 - COVID-19
2. Sign up for MyPrevea to have secure and convenient access to your health care information and utilize medical services.
3. On the Wellness Center website use "my counseling log" in to schedule a first time appointment with a counselor.
4. If you are already under the care of a provider or counselor and would like to discuss continued support on campus, please contact us.

Phone: 920-465-2380
Email: wellnesscenter@uwgb.edu

STUDENT ACCESSIBILITY SERVICES

Student Accessibility Services (SAS) helps remove barriers for students with disabilities by providing academic and housing accommodations. All accommodations are individualized based on the student's disability/ies and their barriers. We provide disability resources and work with other campus partners so students have access.

SERVING STUDENTS WITH

- Attention Deficit Hyperactivity Disorders
- Mental Health
- Learning Disabilities
- Other health/physical impairments

Services are free to students who qualify. Please visit uwgb.edu/sas to apply or learn more about our services.

Phone: 920-465-2841
Email: sas@uwgb.edu



FINANCE YOUR EDUCATION

TYPES OF AID OFFERED

GIFT AID

Money provided to students that doesn't have to be repaid. These can be in the form of a grant, scholarship, remission, or waiver.

EARNED AID

Federal Work Study funds are earned through eligible employment via a bi-weekly paycheck. Work Study funds do not apply toward educational expenses as gift or borrowed aid.

BORROWED AID

Money borrowed from the federal government or private source, like a bank or financial institution, to pay for educational expenses and must be paid back with interest.



Don't forget to submit your Free Application for Federal Student Aid (FAFSA).

Scan the QR code to apply for aid.

RESOURCES

Financial Aid

→ uwgb.edu/financial-aid
920-465-2075 | financialaid@uwgb.edu

Scholarships

→ uwgb.edu/scholarships
920-465-2111 | scholarships@uwgb.edu

COST OF ATTENDANCE

Below are estimated costs of attending for **one semester** during the 2024-2025 academic year. Costs are reflective of Green Bay Campus, full-time bachelor's degree seeking students.

Green Bay Campus Tuition*

Wisconsin resident:	\$4,350
Minnesota resident:	\$5,129
Midwest student:	\$6,131
Non-resident:	\$8,644

Housing	\$2,536
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Food	\$1,620
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Books	\$400
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Total per semester

Wisconsin resident:	\$8,906
Minnesota resident:	\$9,685
Midwest student:	\$10,687
Non-resident:	\$13,200

*Other expenses may include parking, GB Orientation \$212 new freshman or \$60 transfer, distance education fees \$25 per credit

*The University bills these direct costs to students' accounts. Housing, meals and book expenses will vary and may also appear as charges on the student account based on choices.

FINANCIAL AID CHECKLIST

1 - Check your UW-Green Bay email and Student Information System (SIS)

All Financial Aid communication will be sent to your campus email account. Monitor SIS to complete any pending "To Do Items" for the upcoming year.
go to → uwgb.edu/sis

2 - Review your aid offer and create your budget

You will receive an offer letter via postal mail and campus email with your aid eligibility. Check out our website to download a **budget worksheet** to help you determine what your costs will be after financial aid:
go to → [Financial Aid website > Forms > Budget worksheet](#)

3 - Not enough aid? Consider these additional funding options

Loans: **go to** → [Financial Aid website > More > Types of Aid > Other Funding Options](#)
Private Scholarships: **go to** → [Scholarships website > Private Scholarships](#)
• Information for any outside scholarships can be submitted by using the "Outside Aid Report" found on the "Private Scholarships" page.

4 - Pay your bill

Tuition charges will be posted in SIS. Make sure any aid needed is **accepted** before fee due date. Aid will disburse on the first day of each term and applied toward your educational expenses. If you have more aid than charges due, **sign up for electronic refunds** to have the balance direct deposited into your bank account. Contact Student Billing Resources with questions on how to set up electronic refunds.
go to → [Financial Aid website > More > Financial Aid Process > Receiving Your Aid](#)

5 - Complete first-time loan borrower requirements

The Department of Education requires all first-time borrowers to complete a **Master Promissory Note (MPN) and Loan Entrance Counseling** in order for federal loans to disburse to your account.
go to → [Financial Aid website > Forms > Loan Requirements](#)

6 - Need help understanding financial aid jargon?

View a list of helpful financial aid terms and definitions on our website.
go to → [Financial Aid website > More > Consumer Information > Financial Aid Glossary](#)

STUDENT BILLING RESOURCES

Visit the Student Billing Resources website for more information on all campus location and degree type costs.

Phone: 920-465-2224
Email: studentbilling@uwgb.edu
→ uwgb.edu/student-billing

WHAT DOES

THAT MEAN?

COLLEGE SPEAK

ACADEMIC TERMS

Add and Drop - Process of changing a course schedule by dropping or adding a course during the prescribed time at the beginning of each semester

Canvas - The online learning system used by UW-Green Bay to facilitate courses, discussion, class materials, assignments, grades, and more

Credit - One credit equals approximately one hour of classroom instruction per week

Curriculum - A program of study made up of a set of courses offered by a school

Degree Program - A planned program of study leading to a bachelor's degree

FERPA - Family Education Right to Privacy Act

General Education Requirement - A component of a degree program that provides a broad based education with required coursework

Hold - A restriction placed on student accounts for academic or financial reasons and generally require action from the student to be removed

Major - A planned program of study leading to a Bachelor's Degree

Minor - A sequence of related courses consisting of 15 or more semester hours of credit

Segregated Fees - Fees assessed to students in order to support facilities, programs, and services that are not academically oriented

Syllabus - The guide that a professor gives a student that outlines class requirements and what it takes to achieve specific grades

PEOPLE

Advisor - Faculty/staff member that can provide information and assistance on academics

Chancellor - President or chief administrative officer of college or university

Commuter - A student who lives off-campus or at home and travels, or commutes, to campus for class

Dean - An administrator in charge of a division of a university or college

First-Generation College Student - Neither student's parent holds a 4-year college degree

Professor - A university or college-level instructor with the highest rank they can earn

Provost - Senior academic administrator responsible for planning and implementing academic programs and policies.

Resident - A student who lives on campus in a residence hall or apartment

Student Ambassadors - A team of student leaders who support the university's outreach efforts to prospective students and newly enrolled students

Vice Chancellor - Senior administrative officer in certain colleges and universities

FINANCIAL TERMS

EFC - Expected Family Contribution. This is a measurement of a family's financial strength as measured by the FAFSA, and it helps determine a student's financial aid eligibility

FAFSA - Free Application for Federal Student Aid

SAP - Satisfactory Academic Progress. In order to maintain financial eligibility, a student must meet certain standards set by the federal government

LOCATIONS & ACRONYMS

HOUSING

Green Bay Campus

AC Area Coordinator
CA Community Advisor
CC Community Center
RM Resident Mentor
RHAA Residence Hall and Apartment Association

PLACES ON CAMPUS

Green Bay Campus

SSC Student Services Center
KEC Kress Events Center
UREC University Recreation
UTIC University Ticketing and Information Center
UU/Union University Union

CLASSES

GE General Education credit
LEC Lecture Course
LAB Laboratory Course
SIS Student Information System
WE Writing Emphasis Course

COLLEGES

CAHS College of Arts, Humanities and Social Sciences
CHESW College of Health, Education and Social Welfare
CSB Cofrin School of Business
CSET College of Science, Engineering and Technology

ACADEMIC BUILDINGS

Green Bay Campus

CL Cofrin Library
ES Environmental Sciences
IS Instructional Services
LS Laboratory Sciences
MAC Mary Ann Cofrin Hall
RH Rose Hall
SA Studio Arts
SS Student Services
STEM Science, Technology, Engineering and Math
TH Theatre Hall
WH Wood Hall

Manitowoc Campus

F Founders Hall
H Hillside Hall
L Lakeside Hall

Sheboygan Campus

Building	Room #s
ACUITY Technology Center	1000-1299
Main Building	2000-3299
Student Commons	2000-4299
Learning Resources Building	5000-5299
Brotz Science Building	6000-6299
Fine Arts Building	7000-7199
Physical Education Building	8000-8099

STUDENT ENGAGEMENT

FSL Fraternity & Sorority Life
GTP Good Times Programming
MRC Multicultural Resource Center

OrgSmorg Organization Fair
SEC Student Engagement Center
SGA Student Government Association

FREQUENTLY ASKED QUESTIONS

What do I need to do before the semester starts?

1. If you haven't already completed all To-Do items on your Wings Portal, please do so as soon as possible.
2. Review the New Student Checklist on Page 4 for next steps after GB Orientation.
3. Begin the habit of checking your UW-Green Bay email daily for important communication from the university and other items to complete throughout your college experience.

How can I find my UWGB username and password?

To log in to the UW-Green Bay technology systems, including email, SIS, the Wings Portal, Navigate, Canvas, and more, you must set up your student account using the username and password information found in your admissions letter.

Note: When accessing the Wings Portal, include "@uwgb.edu" after your username. When logging into SIS or for housing, do not include "@uwgb.edu."

If you need help resetting your password or cannot remember it, please contact the UW-Green Bay IT Service Desk at 920-465-2309.

When can I start joining clubs and organizations?

Start browsing all clubs, organizations, and Fraternity & Sorority Life at uwgb.presence.io/organizations and look forward to meeting student org leaders at OrgSmorg on the Green Bay campus and throughout the year! It's never too late to join.

How do I get a parking permit?

All Green Bay campus students are assessed a virtual parking permit fee when tuition and fees for the upcoming term are applied to their SIS account. Students who do not use the parking services can easily "opt out" through an option on their SIS account which removes the permit fee. Students at the Manitowoc, Marinette, and Sheboygan Campuses do not need a parking permit.

How do meal plans work?

All students living on the Green Bay Campus must select a meal plan during the Housing check-in process. Green Bay Campus commuter students have the option to add a meal plan to their SIS account or purchase one at the University Ticketing & Information Center (UTIC). Students may request to change or cancel their meal plan within the first two weeks of each semester. Learn more about dining and meal plans at uwgb.edu/dining.

If I am living on campus, how do I get my mail?

All mail will be delivered to the Community Center. Your campus mailbox and lock combination will be included in your housing assignment information. Your address will be in this format:

Your Name
Campus Box #1234
Your Building Street Address
Green Bay, WI 54311-7070



PHLASH TIP

Mark your calendar and planner with all the "Important Dates" listed on Page 3 to keep track of what is coming up!

What are helpful tips for a commuter student living off campus?

1. **Get Involved** - The Student Engagement Center serves as a vibrant hub that empowers students to actively participate and contribute to campus life. It provides a plethora of opportunities to get involved, from joining clubs and organizations to attending workshops and events
2. **Find a few places that make you feel comfortable** - Spend the first couple weeks of the semester exploring campus to find where you like to study, eat, and have fun
3. **Get connected to people in your classes** - Exchange numbers or social media with classmates to study and go to events together
4. **Plan ahead** - Bring all you need to campus for the day, including class materials, computer (and charger), and food/snacks. Allow yourself more time than you think you need to travel to campus, find parking, and navigate bad weather.

WHAT IS FERPA?

The Family Education Right to Privacy Act (FERPA) is a federal law designed to protect the education records of students. In the university setting, it gives the enrolled student, regardless of age, control of their education records held by the university.

The university may release student information to parents in the event of a health/safety emergency, violation of the law, or for IRS tax purposes. Students may grant guest access to an "Authorized Party," in the Student Information System (SIS) where parents or others can view the student's financial account and make payments.

For complete FERPA information, visit uwgb.edu/ferpa

STUDENT EMPLOYMENT OPPORTUNITIES


FINDING AN ON-CAMPUS JOB

Students should start to look for employment as soon as they register for classes. Many on-campus employers are looking to fill open positions for the upcoming semester.



Visit the **Handshake** webpage or app to search and apply for open on-campus roles.

Students have access to log into Handshake and complete their profile one week after they register for classes at UW-Green Bay.

Need help getting started with finding employment on-campus? Schedule an appointment in Navigate with your Career Advisor. 

CAREER ADVISORS HELP WITH

- Finding open positions
- Creating a resume
- Making sure your resume is competitive for on-campus positions.

NOTES

Lined area for notes, consisting of two columns of horizontal lines.

GB ATHLETICS & THE WEIDNER



ATHLETICS

Not only does the Kress Events Center rank fifth nationally among 'most impressive college gyms and student rec centers,' but it is also home to many of UW-Green Bay's 14 D-I athletic teams! You can attend as a student for free and cheer on your fellow Phoenix.



THE WEIDNER

The Weidner at UW-Green Bay presents a wide variety of cultural, entertainment, and educational performances to the Northeastern Wisconsin community while also serving as a home for local and University performing arts ensembles.



Phlash Tix is a program for UW-Green Bay students to buy tickets for shows at The Weidner for a special discounted price — only \$13 per ticket.

Phlash Tix can be purchased at the University Ticketing & Information Center (located on the main level of the University Union). Just present your University ID and pay using your preferred method. Limited availability. Limit one ticket per student per show.



NAVIGATE

It's college, simplified.

Navigate helps you make decisions, complete important tasks and explore campus.



Schedule Advising & Tutoring Appointments

Find a Study Buddy

Receive Academic Notifications

View Course Schedule

