SCAD

FAMILY GUIDE

SAVANNAH

2023-24

WELCOME

We are so pleased you and your student have chosen to join the SCAD family!

Within these pages, you will find a quick reference guide to all the resources, tools, and people that will help you and your undergraduate make the most of this time at SCAD.

The parent relations department can help you stay connected with what's happening at SCAD and keep an eye on upcoming academic and financial deadlines. Visit **scad.edu/parentemail** to complete your parent profile and sign up for the monthly parent e-newsletter. This e-newsletter covers student accounts, housing and financial aid deadlines, move-in timelines, volunteer opportunities, career-prep activities, upcoming event details, and much more. Additionally, you can join the conversation with other SCAD parents and stay up to date by following us on Facebook at **facebook.com/groups/scadparents**.

We understand that this is a new adventure for both you and your student, and we are here to provide support along the way. Contact us at **parents@scad.edu** if you have questions.

contents

Your student can use the SCAD app to

> find information about SCAD programs, locations, events, and exhibitions;

> check meal plan balances;

> search for course information and grades;

> look up a professor's email address;

> monitor the status of technology resources in each academic building;

> check out the menu at a favorite dining hall;

and so much more!

academics + advising

STUDENT SUCCESS AND ADVISING

Student success advisers are the primary contacts for all undergraduate students for assistance in successfully completing an educational program at SCAD. Advisers help students assess and match their interests, skills, and abilities to programs available at SCAD; assist students with major declaration, course selection, course sequencing, and registration; and provide students with information about SCAD academic and financial policies, procedures, resources, and programs.

Success advisers provide students with guidance in understanding, planning for, and funding the cost of their education. Advisers assist with all finance-related questions and work individually with each student to help plan a strategy for meeting educational expenses.

Success advisers work closely with incoming first-year students during the First Year Experience course to teach them about their responsibilities and roles in the educational process. Advisers also meet with incoming transfer students during the first quarter of enrollment. All students are given the tools to be proactive in seeking advisement and in following through on actions that help them succeed academically.

advisement@scad.edu | 912.525.5820
Bradley Hall | 115 E. York St.

Faculty Adviser

Once a student declares a major, a faculty adviser will be assigned to the student. The faculty adviser serves as a subject-matter expert who guides the student throughout course selection and professional development.

adviser responsibilities

> Serves as the primary resource and guide for student success

> Assists students in developing educational goals and selecting a major

> Recommends course selections for registration

> Serves as a referral for university resources

> Provides information on financial policies and resources

student responsibilities

> Schedules and attends advising appointments

> Becomes familiar with the policies in the SCAD Catalog and Student Handbook

> Follows through on actions identified in success advising or faculty advising meetings

> Knows at all times their academic standing and academic needs in order to fulfill degree requirements

> Learns and meets course requirements, appropriate course sequencing, and any other requirements

> Web registers on the assigned dates and makes all schedule changes before the end of drop/add week

> Accepts final responsibility for all decisions

> Knows and adheres to payment deadlines in order to secure future course registration

> Seeks counsel on available financial resources and policies

ORIENTATION

During orientation, students receive information about their schedules, the drop/add and registration process, and the role of their student success adviser.

The student success and advising module also addresses academic issues and questions that students encounter during the first few weeks of the quarter, including the process of making changes to their schedule and the attendance policy. Other academic issues are addressed during the First Year Experience class and in advising appointments.

COURSE EXEMPTIONS

Newly admitted students may request and submit documentation for portfolio-based course exemption through the admission department. Currently enrolled students should request and submit documentation for portfolio-based course exemption to the appropriate department chair.

Documentation should demonstrate a mastery of skills and sufficient knowledge of the content taught in a specific college-level course. A student who is exempted from a required course does not earn academic credit for that course but may substitute a course from the same subject area as approved by the department chair to fulfill the number of hours required to complete degree requirements.

College Credit and More

Official transcripts and scores must be submitted to the admission department for all previous credit a student wishes to transfer during the first term of enrollment. These credits are evaluated based on whether course content, level of instruction, and contact hours are at least equivalent to SCAD requirements.

For required studio classes, a portfolio, course description, and syllabus must be submitted during the first quarter of enrollment. Transfer credit is granted when a panel of faculty members determines that the quality of work in the portfolio is consistent with the quality of work required of students in comparable courses at SCAD.

Credit for A-level, Advanced Placement, Caribbean Advanced Proficiency, CLEP, DANTES/DSST, and International Baccalaureate exams may be awarded based upon score. For specific criteria, visit **scad.edu/transfer**. Transfer credit from all sources may not exceed 90 quarter hours.

FIRST YEAR EXPERIENCE

The First Year Experience course, or FYE, is a unique opportunity for incoming first-year students designed to ease the transition to college life and prepare students for academic excellence and their professional careers.

Taught by student success advisers, FYE covers topics such as academic resources, university policies, registration processes, and major and career options. Students are encouraged to get involved and connect with peers through group and individual exercises, assignments, and lectures.

Students attend their FYE class for one hour, once per week. Successful completion of FYE is a requirement for graduation.

Transfer students are not required to complete the course but may opt to participate to take advantage of the learning opportunities. There is no tuition charge for FYE.

NEW STUDENT REGISTRATION

All new first-year and transfer students are registered for their classes by an adviser. Advisers take into account all awarded transfer credit when registering students. First-year students are registered for classes based on their major of interest as indicated on their application. Transfer students are registered for classes required by their declared major.

Advising Holds

All incoming transfer students have an advising hold placed on their account that prevents them from registering for the next quarter's classes until they have met with their student success adviser.

FULL–TIME COURSE LOAD

A full-time undergraduate student is defined as one who is registered for at least 15 credit hours per quarter. Students may register for a maximum of 20 quarter hours, provided they have maintained a minimum 3.0 GPA during the previous quarter, and have discussed and received quarterly permission from their success adviser. Students are in classes for 15 hours per week. For each hour a student is in class, approximately two hours of outside work will be required.

ADVISING APPOINTMENTS

Students are encouraged to meet with their student success advisers once per year and once they have completed 120 credit hours to create a graduation plan. Students may meet with their advisers as often as they find helpful.

SCAD DEGREE PLANNER

Students use SCAD Degree Planner to conveniently map out their classes. This online degree progress resource is designed to make navigating the curriculum simple and help students decide what classes to take next. SCAD Degree Planner is available in MySCAD.

Registration Rules

Each quarter, students are given a registration time ticket that assigns them to a registration period. This time ticket is located on the Registration Tools channel in MySCAD. Registration times are determined by credit hours earned and current account balance, and students may register for classes from their initial registration time through the fifth business day at the beginning of each quarter.

major change

At any point before graduation, a student may change a major or add a minor.

After the first quarter, students will register for classes in MySCAD using instructions from their student success adviser.

MAJOR EXPLORATION

Many students have skills and interests across a wide range of art and design disciplines and are uncertain of which major they should declare. It is essential students take the initiative and explore majors and minors offered at SCAD.

Declaring a Major

First-year students will declare a major within their first quarter. Once a major is declared, a student is assigned a faculty adviser and a success adviser who specialize in that area. Transfer students declare their majors by selecting an intended area of study on their applications for admission.

Majors and Minors Fair

Each fall SCAD hosts the Majors and Minors Fair, where students are introduced to each program offered at SCAD. Students also have the opportunity to interact with faculty members in each area of study and learn about career options from the office for career and alumni success.

Undecided students are encouraged to visit a variety of academic buildings, talk to upperclassmen and faculty, attend SCAD Days, and consider trying out introductory classes in majors of interest. In doing so, they may even decide to pursue a minor.

CREATIVE CURRICULUM

Undergraduate degree programs are four-year courses of study that require 180 quarter credit hours and incorporate a fine arts foundation studies curriculum, comprehensive general education curriculum, major program or area of concentration curriculum, and electives. Undergraduate programs embrace a wide range of major areas and are designed to challenge students to perform at a high level to prepare them for professional careers. A well-rounded curriculum provides students with technical and analytical skills, aesthetic sensibilities, an academic background, and the ability to express ideas visually and verbally.

Double Majors and Minors

Many of the undergraduate majors offered at SCAD complement one another, and students may choose to earn degrees in two majors. With careful course selection, students may earn a double major in only a few extra quarters. Students should consult their student success advisers to determine what additional coursework may be required. Each SCAD minor consists of five to six courses, depending on the program of study. The time required to complete a minor area of study varies depending on which combination of major and minor programs is being completed. Based upon this combination, a student may be required to complete more than the minimum number of credit hours required for graduation.

SCAD CORE

The undergrad core curriculum is made up of foundation studies and general education courses. Foundation studies are designed as studio classes where students can build visual, conceptual, and creative abilities.

The general education courses in liberal arts are designed to help develop students' critical-thinking skills by providing an intellectual foundation and breadth of knowledge for endless learning.

Students are required to complete SCAD Core coursework within their first 90 hours of study. The organization of these courses into a two-year sequence allows students to complete necessary prerequisites for future study and also prepares them for work in their chosen majors. Students should consult their programs of study for specific course requirements.

MATH COMPETENCY

SCAD ensures all undergraduate students are able to demonstrate fundamental mathematics competency. Students who do not demonstrate math competency are required to complete one or more math courses at SCAD.

Students should consult with a student success adviser before registering for any math or science courses to be sure they meet the requirements for their specific programs of study.

Math Transfer Credit

Scores may qualify students for transfer credit in addition to satisfying the math requirement. Students who have successfully completed a course similar in content and level of instruction to a mathematics course at SCAD at another college or university may be permitted to transfer that course in satisfaction of the mathematics requirement.

Architecture Students

Undergraduate architecture applicants who present SAT math scores lower than 580 or ACT math scores lower than 24, or who are unable to demonstrate a competency for the study of mathematics and science may be admitted to the architecture program on a provisional basis and must take MATH 101: Intermediate Mathematics.

The credit hours earned in MATH 101 may be applied as an undergraduate general education elective. All undergraduate architecture students are required to take MATH 201: Applied Mathematics as a requirement in their general education program.

how to demonstrate math competency

Students can present proof of a qualifying SAT score (580 or above) or ACT score (24 or above), proof of qualifying math scores on Advanced Placement, International Baccalaureate, College-level Examination Program, or other equivalent international examinations as published on the SCAD admission website.

INTERNSHIP CREDIT

Students can take internships on a credit or noncredit basis, and these may be paid or unpaid. Typical internships place students with artists, designers, or organizations such as museums, advertising agencies, media production companies, theaters, and architecture firms in the U.S. and abroad. An undergraduate student seeking an internship for credit must have completed at least 90 credit hours with a cumulative GPA of at least 3.0.

Internship Rules

Prior to the quarter in which a for-credit internship is to be conducted, students must submit an electronic internship application and liability waiver signed by the student, the faculty member, and the department chair. The application must show that the student will have adequate faculty and supervisor contact hours during the 10-week quarter when the internship is to take place.

Students are required to work a minimum of 150 hours of internship activity and must request and obtain approval for an internship prior to the start of the quarter. The necessary tuition must be paid upon submission of the internship application in order to complete registration of the internship for credit.

THE REGISTRAR'S ROLE

The registrar's office provides students with information regarding attendance, withdrawals and incompletes, transcripts, registration, graduation requirements, enrollment verification, and other enforced policies regarding courses. Registrar staff members interact most frequently with students by providing transcripts and enrollment verifications and assisting with registration and graduation.
registrar@scad.edu | 912.525.5800
Bradley Hall | 115 E. York St.

Enrollment Verification

An enrollment verification is an official document showing proof of a student's status at the university. It provides information regarding full- or part-time registration status, dates of attendance, expected graduation date, and current course enrollment. Insurance companies, both health and auto, loan agencies (Sallie Mae, Direct Loans, or AES, for example), and other organizations may require a verification in order for the student to be eligible for certain benefits (health insurance coverage or good student discounts, for example) or loan deferments.

Enrollment verifications for the current quarter can be generated only after drop/add week. Students can generate emailed enrollment verifications online through MySCAD, or they may visit the registrar's office for a hard copy that can be mailed, faxed, or scanned and emailed. There is no fee for an enrollment verification. Some organizations have specific

international student enrollment verification

International students may need an enrollment verification for banks, government scholarships, visas, U.S. COVID-19 vaccinations, and U.S. customs.

forms that must be completed verifying student enrollment. The registrar's office can also complete these and mail, fax, or email them on behalf of the student.

STUDY ABROAD

Have a student who's ready to take on the world? SCAD Study Abroad develops and offers programs that broaden and enhance the total educational experience. Through short- and full-term international and domestic study programs, students have the opportunity to earn degree credit while gaining a more global perspective on art, architecture, and design.

Students in all majors can find programs relevant to their career preparation that develop cross-cultural competencies and expand their understanding of other cultures and societies. SCAD Study Abroad hosts several informational meetings each quarter, and students can further explore these options with their student success advisers. **studyabroad@scad.edu | 912.525.5806 Bradley Hall | 115 E. York St.**

At Home and Overseas

SCAD offers programs in a variety of locations in the U.S. and abroad. Some programs focus on specific academic and studio disciplines, while others feature a variety of study options.

Students can expand their knowledge of other cultures and societies, which puts them ahead of the game as they step into careers in the global marketplace. They can immerse themselves in the rich culture and pastoral setting of Provence at SCAD Lacoste; explore the bustling metropolis of Midtown Atlanta; or take advantage of short-term programs in the design, arts, and entertainment industries around the globe.

Short Transfers

A transfer from a student's permanent location to SCAD Atlanta for just one or two quarters presents the opportunity to learn from additional professors and interact with students in a different setting.

student visas

Student visas are not necessary for U.S. citizens spending a quarter at SCAD Lacoste, but international students may have visa requirements and should check with the study abroad office in advance.

study abroad eligibility

Students should meet with their student success adviser to find out if they are eligible for study abroad programs and to consider how these courses may fit into their overall programs of study.

GRADUATION REQUIREMENTS

Bachelor's degrees are awarded to students who have earned a minimum of 180 quarter hours (equivalent to 120 semester credit hours) of appropriate credit in an approved program of study with an overall cumulative GPA of 2.0 or higher, as well as a 3.0 or higher GPA in their major or concentration. Students pursuing a minor must earn a GPA of 2.0 or higher in their minor program. To graduate with a double major, students must maintain a minimum GPA of 3.0 in each major and a minimum overall GPA of 2.0. The final 45 hours of any degree program must be completed at SCAD, including SCADnow online and off-campus study courses.

ACADEMIC POLICIES

Academic policies are available online at **scad.edu/policies** and in the Student Handbook available through MySCAD. Within these documents are full definitions and descriptions of policies that cover academic standing, attendance, course loads, dropping and adding courses, the grading system, GPA requirements, and withdrawals.

Academic Standing

Students are expected to make satisfactory progress toward their degree and are responsible at all times for knowing their academic standing and for fulfilling all requirements of the university.

These requirements are found in published academic policies, regulations, and standards, and students can consult with the appropriate dean, department chair, or adviser if they have questions.

Students are responsible for understanding and meeting course requirements, prerequisite requirements, graduation requirements, appropriate course sequencing, and any other university requirements.

At the sole discretion of the university, a student may be placed on academic warning or probation, or may be suspended or dismissed for any reason deemed by SCAD officials to be in the best interest of the student or of the university as a whole or if they determine that the student is not making satisfactory progress toward degree completion.

First Week of Class

Only students who are properly registered for a class may attend and participate in that class. Students are not permitted to participate in classes for which they are not registered. Not attending class during the first week of any quarter will result in a delay in financial aid disbursement and may also result in the student being dropped from classes. Students should contact their success advisers in advance if they anticipate missing class during the first week.

Quarter System

SCAD is on the quarter system, and classes meet for 10 weeks. The normal academic year includes three quarters. Students can attend summer quarter to complete additional coursework based on availability.

graduation

Students must apply for graduation two quarters prior to when they expect to complete their program.

Drop/Add Week

The first five business days of every quarter are designated the drop/add period when students may change their class schedules. Students must attend the classes for which they are registered by the end of the drop/add period, and classes missed due to schedule changes will count toward the total permitted for the new class.

All students should check their schedule prior to the start of each quarter to see if any changes have occurred.

Attendance

Students are expected to attend and participate in all scheduled classes and examination periods. SCAD operates on a 10-week quarter system, and all regular classes meet 20 times each quarter. Classes meet twice each week for two and a half hours per class session, for a total of 50 contact hours (five credit hours).

Absences in excess of 20% of the course (for example, four absences for a ten-week course that meets twice per week), result in the student receiving a failing grade for the course. Tardiness, early departure, or other time away from class in excess of 15 minutes per class session is considered absence for that class session. There are no excused absences.

Classes missed due to late registration are included in the overall absences permitted for the class.

GRADES

Students receive an email copy of their grades via their SCAD email account approximately one week after classes end for the quarter. Grades are also accessible in MySCAD. Grades are not released over the phone.

Grading

Grades are assigned according to the following system of letter and quality points evaluation:

LETTER GRADE		QUALITY POINTS UNDERGRAD
A	EXCELLENT	4
B	GOOD	3
C	AVERAGE	2
D	POOR	1
F	FAILURE	O

The following codes may appear on transcripts and do not affect a student's GPA:

W	WITHDRAWAL	G	GRANTED/ FULFILLED CREDIT
T	TRANSFER CREDIT	U	UNSATISFACTORY
I	INCOMPLETE	N	AUDIT

GPA Requirements

Undergraduate students must earn a quarterly GPA of 2.0 to remain in satisfactory academic standing. Undergraduate students who fail to maintain a quarterly GPA of 2.0 for three consecutive quarters will be academically suspended for one year.

Incompletes

A student who has experienced serious personal illness or other emergency circumstances during the academic term should notify the dean of students as soon as possible for assistance or accommodations.

policies

A complete listing and description of all academic policies is available at **scad.edu/policies.**

A student who falls into this category and is therefore unable to complete all assignments by the end of the quarter may request a temporary grade of incomplete through the appropriate school dean before the end of the quarter, explaining the reason and including documentation of the illness or emergency circumstance. The dean's decision is final. Students assigned a temporary grade of incomplete are required to complete the remainder of the unfinished work in a satisfactory manner by midterm of the following quarter. A temporary grade of incomplete automatically changes to an F if the required work is not completed satisfactorily by midterm of the following quarter. A student may not withdraw from a course after receiving a grade of incomplete.

A student who has missed more than four class sessions, or 20%, in a quarter is not eligible for a grade of incomplete but may withdraw at any time after the end of the drop/add period and through the last day of the quarter.

To be eligible for an incomplete, the student must have completed at least 50% of the grading opportunities as outlined on the syllabus, be able to pass the course upon completion of the remaining work, and be able to complete the remaining work independently (apart from the administration of any missed quizzes or exams).

Withdrawals

After the end of the drop/add period and through the last day of the quarter a student may officially withdraw from a class. The student will receive no credit for the class and is given a grade of W for the course. Students demonstrate their intent to withdraw from a

class by completing the electronic withdrawal form available in MySCAD. The withdrawal form is processed automatically and is effective immediately upon receipt of the request by the registrar's office.

A student will be unofficially withdrawn from a course after incurring absences for more than 20% of the term (usually five absences) in a class when the student does not provide an official notification of withdrawal, as described above. The accumulation of absences can either be consecutive or may occur at any point during the quarter. Students will be sent an email after each absence and will be instructed to contact their success adviser for assistance.

FERPA what?

Students can manage their FERPA preferences at MySCAD > Resources tab > SCAD Forms channel > Search "FERPA" > "FERPA Management" link.

to disclosure of their education record under FERPA. For example, if you as the parent make most of the payments on your student's account and will need to know the current account balance, your student must sign a FERPA waiver, so university staff members are allowed to discuss the account balance with you.

SCAD SUPPORT

SCAD offers a comprehensive support network to provide students the academic resources they need to excel in the classroom and beyond. These programs complement academic offerings and are designed with the student in mind.

Academic Resources

The Academic Resource Center is your student's source for free, ongoing tutoring in subjects most often requested by students, including math, art history, and software programs. It also offers other specific tutoring by request, and all tutoring is available individually or in groups.

Students can register on the Peer Tutor Connection in MySCAD to reach a peer tutor, and links to every academic support resource are available via MySCAD > Resources tab > Academic Resource Network channel. **tutor@scad.edu | 912.525.5735 Jen Library | 201 E. Broughton St.**

withdrawals and financial aid

Withdrawal from one or more classes may alter financial aid status or eligibility. Students should consult with their student success advisers for details.

Students who stop attending a class without officially withdrawing may be considered in violation of the attendance policy and could receive a grade of F.

RIGHT TO PRIVACY

The Family Educational Rights and Privacy Act, or FERPA, affords students certain rights with respect to their education records. This means students can request to read their education record and propose amendments if they believe it contains misleading or inaccurate information. It also means they must consent

Writing Help

At the Writers' Studio, students can get individual and small-group help with all aspects of the writing process, whether they are working on a course project or something related to their personal passions. Staff members will help with prewriting, developing thesis statements, structuring ideas, revising drafts, and formatting bibliographies. They will not, however, proofread, edit, or act as a substitute for the ongoing relationships and dialogue students should be having with their faculty members and advisers.
write@scad.edu | 912.525.4707
Jen Library | 201 E. Broughton St.

Libraries

SCAD Libraries are a global art resource network that serves the entire university community. Librarians and staff offer research assistance in person and online to connect all SCAD students to the most cutting-edge information in their fields.

The libraries' collections include more than a million books, DVDs, and multimedia, industry magazines and research journals, unique and rare artistic and published works, e-books, e-journals and magazines, high-quality digital art images, streaming video, trend and business research tools, and more. These are all available online to the entire SCAD community 24 hours a day, seven days a week.
library@scad.edu | 912.525.4700
Jen Library | 201 E. Broughton St.

Foundation Studies Help

The Drawing and Design Center is available to assist foundation studies students with drawing, 2D design, and color theory.

Individual tutoring and group workshops are available outside of class hours. Drawing and design peer tutors can be reached through MySCAD.
ddcenter@scad.edu | 912.525.6617
Wallin Hall | 312 E. 37th St.

SCADamp

SCADamp is a professional presentation studio that prepares creatives to amplify their stories through verbal, visual, and interpersonal communication.

SCADamp studios offer a comprehensive array of workshops, events, and coaching open to all SCAD students, faculty, and staff at no additional charge. All SCADamp programming is delivered by credentialed and experienced communication, visualization, and connection coaches.
scadamp@scad.edu
Deloitte Foundry | Abercorn Street entrance
607 Abercorn St.
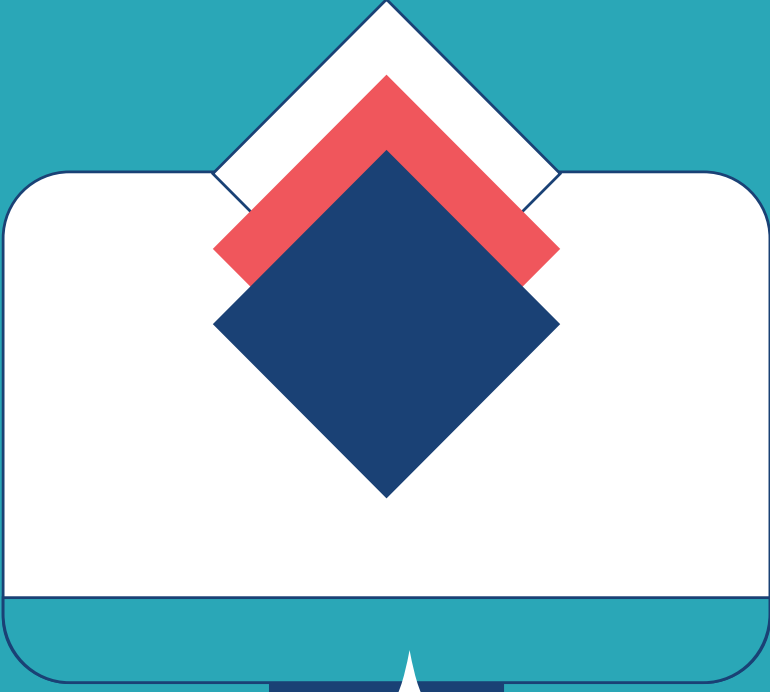
career prep
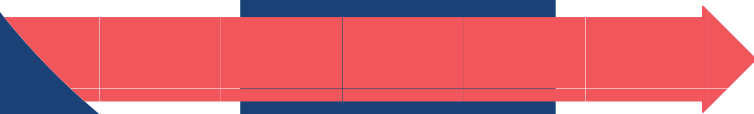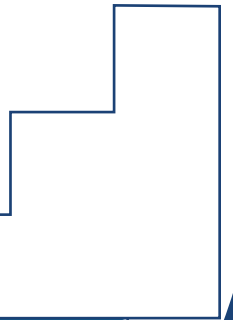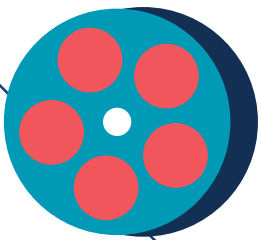
CAREER AND ALUMNI SUCCESS

Known as CAS, the office for career and alumni success prepares SCAD students and alumni to become industry leaders through carefully tailored offerings that helps students hit their career goals as they simultaneously explore their talents in class.
**careers@scad.edu | 912.525.4653
Deloitte Foundry | Abercorn Street entrance
607 Abercorn St.**

Career Adviser

Career advisers are available to offer individual career coaching for professional development and job search assistance. Students can make an appointment with their career advisers in the SCAD Job Portal.

Workshops

Career workshops and seminars are offered on an ongoing basis, and topics include résumé building, cover-letter writing, interviewing and networking skills, portfolio development, tips for finding an internship, and more.

Parents can receive a full slate of weekly CAS programming by subscribing to Career News.

Employer Visits

Top companies, brands, and organizations from around the world recruit at SCAD. Potential employers routinely visit to give presentations and interview students, providing students and alumni with the tools, access, and exposure needed to gain an edge in seeking employment.

Industry and Alumni Engagement

Based in key markets around the U.S., SCAD industry and alumni engagement leaders continually develop and foster relationships with employers and alumni in an effort to expand career opportunities for SCAD students and alumni.

career news

All students receive Career News, an e-newsletter that features jobs and internships, employer visits, workshops, and career tips. Interested parents may also subscribe to Career News by visiting **scad.edu/careers** and clicking on "Subscribe now."

Visit **scad.edu/careers** to learn more.

SCAD Career Fair

An annual event, SCAD Career Fair provides students and alumni one-on-one interaction with employers from around the globe interested in hiring SCAD students and alumni for jobs and internships.

Recent attendees of the SCAD Career Fair include DreamWorks Animation, Paramount, Gensler, Capital One, Gulfstream Aerospace, Hasbro, Inc., Neiman Marcus Group, Insomniac Games, and The Walt Disney Company.

In addition to the SCAD Career Fair, CAS also hosts group hiring events for specific industries throughout the year.

SCAD Job Portal

The SCAD Job Portal is your student's exclusive online gateway to jobs and internships at top companies. Students can upload a résumé and portfolio. Students can schedule an appointment with their career adviser, sign up for workshops and employer presentations, and apply for on-campus interviews. Students can access the SCAD Job Portal using their MySCAD credentials at **scad.edu/jobportal**.

Career Action Plan

This benchmark and measurement tool prepares students for their careers focusing on four categories: professional readiness, self-promotion, portfolio development, and securing employment.

Students should be striving to meet these benchmarks as they progress through their education at SCAD to ensure that they are prepared to implement their career goals in their final year.

SCADPRO

Does your student dream of designing futuristic cars, revolutionary augmented reality entertainment experiences, or cutting-edge fashion garments with top brands from around the world?

When big-name companies like Lexus, Chanel, Delta Air Lines, and Nike seek fresh ideas, new inventions, and future-forward innovations, they turn to SCADpro and students like yours for groundbreaking solutions to these design questions. Through SCADpro, the university's boutique innovation and design studio, students can collaborate on real-world projects with a multidisciplinary team of fellow SCAD students.

In SCADpro PRO 580 10-week courses, students gain valuable, real-world experience and collaborate with a team of multidisciplinary peers, professors, and clients from leading companies. Successful SCADpro alumni have graduated with jobs at top companies, including Walt Disney Imagineering, Google, NASA, and Microsoft, among many others.

SCADpro courses are open to SCAD junior, senior, and graduate students with a 3.25 GPA or higher (exceptions may be made for sophomores). Interested students should speak with their success adviser to learn more about SCADpro opportunities.
scad.edu/scadpro

recent employer visits

Disney Television Animation, Levi's, Coach, Abercrombie & Fitch, 3M, Lilly Pulitzer, Cartoon Network Studios, Under Armour

PARENTS' GUIDE TO CAREER AND ALUMNI SUCCESS

Check out these top tips for supporting your student throughout the career prep and job search processes.

1 Listen to your student's career concerns and ideas.

You can provide support, feedback, and information as new interests and goals develop. Talk about your own work, your industry, and your employer.

Don't be afraid to share your own values, interests, and goals, but take care to respect your student's interests, especially if they differ from your own.

Career advisers are available to assist students with any challenges they might encounter, a benefit that extends to them indefinitely as alumni. Encourage your student to schedule an appointment on the SCAD Job Portal.

2 Help your student maintain a strong, positive self-image.

Self-confidence is a critical personal attribute in the job-search process. What positive skills, values, personality traits, and enduring interests do you observe in your student? What areas does your student still need to develop?

3 **Provide personal contacts for your student.**

Neighbors, friends, and relatives are great resources for informational interviews used to learn more about a job, career field, industry, or company. These face-to-face connections with employers can be vital and can lead to an actual job interview, as up to 80% of jobs are never advertised.

4 **Share your professional story.**

Consider presenting in a CAS workshop or panel about your career field and the keys to your professional success.

5 **Encourage your student to:**

Obtain marketable skills. As part of or in addition to your student's education in an art and design major at SCAD, your student should be encouraged to develop computer/technical skills, business/entrepreneurial skills, communication skills (written and oral), marketing/selling skills (sales, publicity, and fundraising), foreign language skills, and leadership skills (supervisory, co-curricular leadership roles, and teamwork/collaboration).

Take advantage of internships and real-world professional opportunities. The office for career and alumni success offers individual advising and workshops focused on finding relevant professional experiences.

Make the most of the office for career and alumni success. Encourage your student to become familiar with the wide range of services available, including portfolio critiques, entrepreneur resources, alumni panels, mock interviews, and much more.

Participate in co-curricular activities. Community service, athletics, clubs, and other school leadership activities can help broaden and define career and leisure interests while providing valuable career skills and experiences such as team-building and leadership.

Try direct employer contact. Encourage your student to find 15–20 companies or organizations of interest, research them through company websites, and then contact them directly about opportunities to work or intern for them.

With many demands on time, students often delay career planning. Encourage your student to use resources provided by the office for career and alumni success early and often.

safety +
security
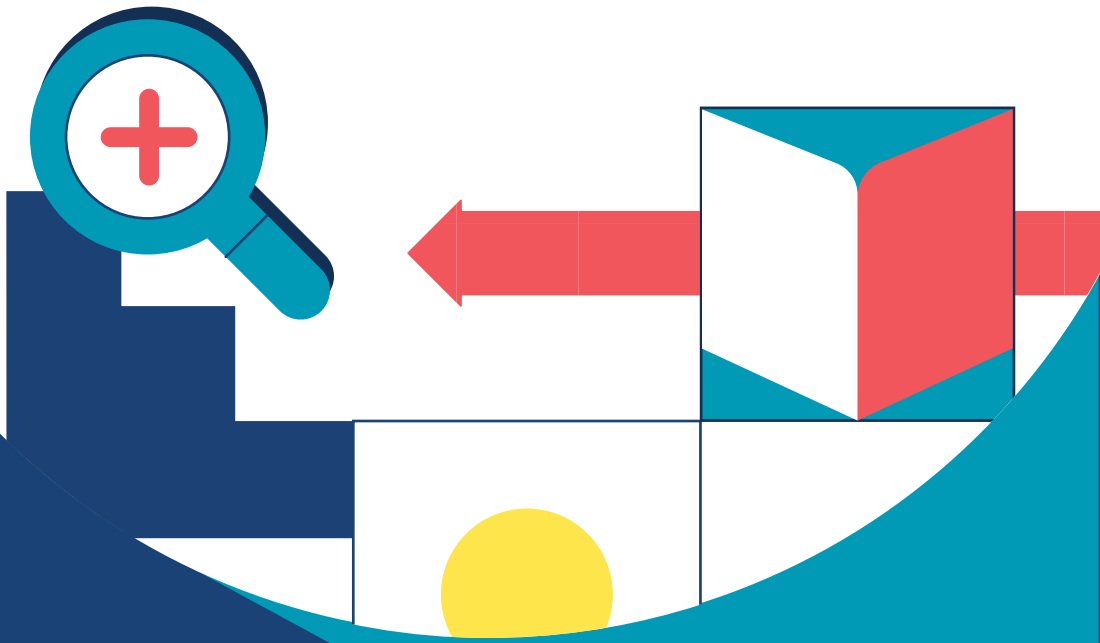
SECURITY IN ACTION

Student safety is a top priority at SCAD, and we have designed a dynamic safety program that pairs skilled staff with cutting-edge technology so that students are comfortable in all university buildings, getting to and from class, and traveling around downtown.

SCAD Department of University Safety officers are available 24/7, 365. They also work in and around academic buildings. These officers partner with SCAD community members to identify safety- and security-related issues and engage students, staff, and faculty to solve problems.

Department of University Safety officers also educate everyone in the SCAD community about personal safety and offer a variety of safety and crime prevention programs ranging from bicycle registration to self-defense courses and late-night escorts.
security@scad.edu | 912.525.4500
350 Bull St.

Electronic Security Measures

SCAD is committed to using the latest technology to improve university safety and uses electronic security measures that include access control systems, security cameras and emergency call boxes, timely notification of security incidents, and emergency alerts.

The university has also implemented a series of advanced alarm systems in Savannah that provide information and details to students and quick notification to first responders within the community.

SCAD Alerts

When a crisis or emergency situation occurs, students receive updates via phone, text, and email from the SCAD Alert system. Students should make sure their contact information is up to date in in MySCAD > My Info tab > My Personal Info channel > "Update emergency information" link to verify information and to make any necessary changes.

Students can add up to two additional phone numbers on which to receive text alerts in the event of an emergency. If you would like to receive text-only SCAD alerts, your student can enter your contact details via MySCAD > My Info tab > My Personal Info channel > "Update Emergency Information" link. Next, your student will click the "Add phone number to SCAD Alert" box. Be aware that SCAD alert emails are sent only to students and not to parents.

LiveSafe Mobile App

The LiveSafe mobile app, available for iPhone and Android, turns users' smartphones into personal safety devices by integrating with the phone's GPS, allowing users to report crime in real time.

Students should download this app for an instant, direct connection with Department of University Safety officers. They can snap photos, anonymously report safety concerns, or engage in a live chat with a Department of University Safety officer. It's available in the App Store and the Google Play Store.

SafeRide

SCAD offers security escorts from academic buildings to parking lots upon request, as well as SafeRide, a ride service for students who live off campus and need a late-night ride from an open SCAD building to their off-campus residence within the downtown and midtown Savannah areas.

Powered by TransLoc On-Demand, SafeRides are available from any open SCAD building to a student's off-campus residence between 8 p.m. and 6 a.m., and for on-campus residents after bus service ends nightly.

The TransLoc app is available wherever students get their apps, and provides an easy way to request a ride. Look for the "On-Demand" tab in TransLoc to request a ride.

Self-defense

SCAD provides, at no cost to the student, certified self-defense classes. Separate training sessions are available for women and men, and students can sign up for a session by emailing **rads@scad.edu**.

read more

SCAD security measures are online at **scad.edu/security.**

SCAD evacuation procedures are online at **scad.edu/evacuationprocedure**.

HomeCheck

The SCAD Department of University Safety offers free residential security checks for students who live off campus in Savannah and the surrounding areas of Garden City, Pooler, Richmond Hill, Georgetown, and the Islands. Request a HomeCheck via the LiveSafe app or by emailing **security@scad.edu**.

SafeTrade

With SafeTrade, students can take advantage of a free, staffed space to safely buy, sell, or trade items from online marketplaces. Students can make appointments in advance via the LiveSafe app or by emailing **security@scad.edu** with the date and time they plan to conduct the transaction.

BE PREPARED

Local law enforcement patrols the downtown area 24 hours a day and works closely with the SCAD Department of University Safety and residence life and housing to educate students on personal safety.

When something happens in the city at large, say a potential hurricane or a major traffic accident, our staff immediately links with these local leaders to determine any impact there may be for students and issue timely news and guidance, if necessary.

CLERY ACT

In accordance with Article II of the Student's Right-to-Know and Campus Security Act, SCAD provides a report of occurrences of crime for the past year known as the Clery Report.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, part of the Higher Education Act, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies. Accordingly, SCAD must annually disclose crime statistics for the university, unobstructed public areas immediately adjacent to or running through the university, and certain non-university facilities. Statistics for SCAD are available by visiting **scad.edu/security** or by contacting the SCAD Department of University Safety.

Daily Log

In accordance with the Clery Act, the SCAD Department of University Safety maintains a daily log that records the college incident number; the local police department incident number (if reported to local police); and the date, time, general location, type of incident, and disposition (if known) of any on- or off-campus incident reported to SCAD.

The physical log is maintained at the SCAD Department of University Safety office at 350 Bull St. It also is posted online for easy access. This log is updated once each business day and is available at **scad.edu/security**.

HURRICANE PREPAREDNESS

SCAD Savannah is in a geographic area that can be threatened by tropical storms and hurricanes. Planning for a quick response to weather emergencies helps ensure the safety of the university community.

SCAD follows all procedures regarding mandatory evacuations as instructed by the Chatham Emergency Management Agency.

All university buildings are closed during a mandatory evacuation period as instructed by CEMA. You should be aware that in the event of an evacuation ordered by SCAD or CEMA, communications with people at SCAD may be temporarily disrupted.

Evacuation Policies

SCAD Savannah has an extensive hurricane preparedness plan. The safety of SCAD students is the university's number one concern. SCAD is in regular contact with CEMA, consistently monitoring any emergency situation as it develops. If the situation warrants, SCAD buildings will be closed, and classes will be canceled. Students in on-campus housing will be notified of any closings by residence life staff.

All students should expect an informational email and text message and should monitor local television and radio newscasts, their SCAD email, and **scad.edu**. Information will be announced through SCAD Alert, posted on **scad.edu**, and distributed to local media outlets immediately if the decision is made to close SCAD facilities.

Students are encouraged to contact their parents and families and let them know where they are going, should evacuation be mandated.

Develop a Plan

Every student should work with family members to develop a personal hurricane evacuation plan — where would the student go in the event of an evacuation? How would they get there? With whom would they evacuate?

Students with personal vehicles should self-evacuate to the inland home of a family member or friend, taking one or more friends with them. Those who live within a short distance should arrange to be picked up by a family member, if needed. In the event of a hurricane, those who are without any means to self-evacuate should notify the university and their resident assistant to get connected with resources.

Students should expect to be evacuated for several days and should pack accordingly, including enough clothing and personal medication for five days or more, as well as a copy of their prescriptions, important papers and records, and toiletries.

More information on developing a personal hurricane evacuation plan is available at **scad.edu/evacuationprocedure**.

Shelter and Transportation

Disaster shelters will be designated by the emergency management service. Information about these locations will be distributed in the residence halls, via SCAD Alert, on **scad.edu**, in email, and through the news media. Shelters will not be opened locally for any category of hurricane prior to landfall.

Students evacuating to a shelter should bring a blanket or sleeping bag, a pillow, water, and snacks, in addition to the necessities previously listed.

HOMELAND SECURITY PROCEDURES

Emergency actions that might affect local residents are coordinated by the appropriate government agency, such as CEMA.

In the event the nation moves to the highest level of the Homeland Security Advisory System, local crisis management agencies, including local, state, and federal law enforcement officials, will begin reviewing and, if necessary, implementing emergency plans. Students should be alert and prepared in the event of an emergency.

learn more

chathamemergency.org; redcross.org.

student life
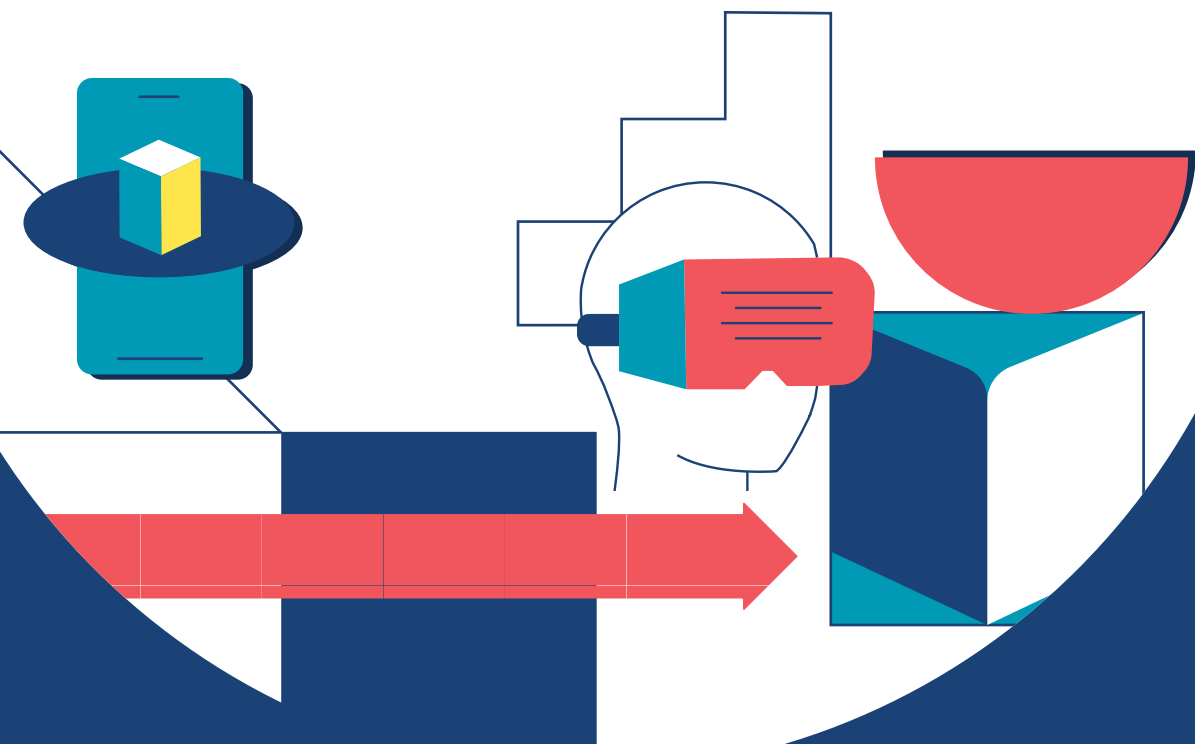
STUDENT INVOLVEMENT

The office of student involvement offers a variety of ways for students to become active members of the university community. Students can explore their interests, meet others of similar or different backgrounds, and expand their breadth of experience through a variety of engagement opportunities. **involvement@scad.edu | 912.525.4400 Student Center | 120 Montgomery St.**

Student Clubs

SCAD student clubs provide social, recreational, and professional activities for every member of the student body. Students can explore an interest, meet new people, or take on a leadership role. A full list of student clubs is available on the Inter-Club Council blog at **blog.scad.edu/icc**.

Student Center

Located at 120 Montgomery St., the Student Center is the headquarters for getting involved at SCAD. In addition to offices for student involvement, the United Student Forum, and the Inter-Club Council, the Student Center is also home to a Mac and PC computer lab. **studentcenter@scad.edu | 912.525.4400**

Community Service

SCAD SERVE empowers the SCAD community to listen to the needs of its neighbors and local leaders and to create meaningful design solutions that improve quality of life. In the university's hometowns of Atlanta and Savannah, SCAD SERVE focuses on four critical areas of need: food, shelter, clothing, and the environment.

SCAD SERVE concentrates SCAD's many design-for-good efforts with purpose and intention. Through SCAD SERVE, the entire SCAD community — students, faculty, staff, alumni, and friends — serve in coordinated, thoughtful, creative, and, most importantly, impactful ways. Opportunities to affect change and employ elevated learning include developing community-focused solutions

student media

Interest meetings are held at the start of every quarter. Look for announcements on MySCAD. No experience necessary.

inside the classroom through Design for Good courses, joining alumni artists in mural concepting and application throughout the cities of Savannah and Atlanta, and harvesting healthy produce for the food bank from SCAD Back40, our sustainable urban farm and apiary.

If your student has been involved in volunteerism at home or is interested in becoming a more active force for positive design-for-good change, SCAD SERVE provides a fantastic opportunity for engagement in the university and local communities. Students can see upcoming service projects and sign up at **scad.galaxydigital.com**.

Religious Life

Students of all faiths have many opportunities for involvement in religious life. Student religious organizations include Hillel, Reformed University Fellowship, and Young Life. Area congregations also organize college ministries along with opportunities for worship and fellowship, retreats, volunteer service, and more.

STUDENT MEDIA

The SCAD Student Media Center sponsors a student-run online newspaper and magazine, as well as an internet radio station. Student media also sponsors a fashion blog, digital media blog, and comics and illustration blog across all locations.

SCAD student media groups have earned awards from the Associated Collegiate Press, the College Media Association, the Columbia Scholastic Press Association, and the Georgia College Press Association.
studentmedia@scad.edu | 404.253.3285

District

District is an award-winning, editorially independent online news source published for and by SCAD students. Students can flex their skills as a writer, reporter, editor, photographer, videographer, animator, or illustrator. Visit **scaddistrict.com** or follow @scaddistrict on social media for news.

Port City Review

The arts journal of SCAD, Port City Review is produced by students to showcase the best work by their classmates. Submissions in all forms and from all SCAD majors are welcome. Check out past issues of Port City Review at **theportcityreview.com/archive**.

SCAD Radio

Here's your student's chance to become a DJ, newscaster, reporter, producer, sound designer, or on-air voice talent. SCAD Radio provides student-produced live radio programming to listeners all over the globe. Visit **scadradio.org** to listen in.

HoneyDripper

The HoneyDripper provides a hub for sequential art and illustration students to share their work and read ongoing comics series. Find out more at **scadhoneydripper.com**.

The Manor

This student-curated web-based fashion publication showcases the latest trends and future industry leaders enrolled in the SCAD fashion program. Students from all majors use their skills in photography, writing, and web design to produce this constantly updated web community. Read more at **scadmanor.com**.

Render Q

An online hub for digital media disciplines, Render Q showcases outstanding student work. Student contributors produce written stories, podcasts, and video content on the latest trends in animation, visual effects, virtual reality, and motion media. Join the conversation at **scadrenderq.com**.

SIGNATURE EVENTS

SCAD events are all about putting students in touch with the people and experiences that will give them an edge as they get started in their careers. Each year, we host events across all SCAD locations, so students can showcase their best work to their creative heroes, ask questions, and learn what it's like to work in their chosen fields.

Fall

The student is the VIP at the **SCAD Savannah Film Festival**, which brings more than 50,000 people together for eight days of screenings, workshops, and lectures. Students can take in the latest films by fellow students, get a sneak

peek at Hollywood premieres, talk to A-list actors and directors during master classes, or go behind the scenes as volunteers.

Winter

Students get amazing access to small-screen stars during **SCAD TVfest**, an annual celebration of epic TV. This is their chance to be heard during panel discussions with the actors, producers, directors, and writers from all of their favorite shows.

A few weeks later, students discover the best in contemporary art at **SCAD deFINE ART**. Exciting exhibitions and gallery talks and tours, screenings, lectures, and performances connect students with leading artists.

Spring

At **SCADstyle**, students have front-row seats for casual chats between style icons and can have their say at Q&A sessions and workshops with magazine editors, fashion designers, and more.

The next big names in fashion debut their cutting-edge collections at the **SCAD FASHION** runway shows and digital presentations. The most anticipated sartorial event of the year, spanning multiple locations, SCAD FASHION redefines the runway. Tickets for these events go early and fast, so keep an eye out for details. Students can get involved in the show's production or make plans to have their own designs rock the runway.

April's **SCAD Family and Alumni Weekend** is the SCAD version of homecoming. Join students, their friends, and SCAD alumni and staff for three days of engaging events. Get to know other SCAD families, faculty, and staff, visit the **SCAD Museum of Art**, and take in a movie SCAD alumni helped to create. The weekend culminates in the **SCAD Sidewalk Arts Festival**, a springtime tradition where students and alumni turn Forsyth Park's walkways into works of art.

A short while later, students and alumni bring Tybee Island's beach to life with out-of-this-world sand castles and sculptures during the **SCAD Sand Arts Festival**.

Save the Date

The SCAD Events calendar in MySCAD and the SCAD app contains listings for upcoming events, lectures, and workshops. Visit **scad.edu/calendar** and select "Academic" in the menu on the left to view the full academic calendar.

AN URBAN LOCATION

SCAD offers its students an open urban environment, with academic, residential, and administrative buildings located throughout one of the nation's most beautiful and historically significant cities.

Savannah is easily navigated on foot, astride a bike, or behind the wheel of a car.

In addition, the SCAD Bee Line bus service provides transportation to and from class and continues to run after class hours to provide late-night transportation. Bee Line services are free of charge to students.

PARKING IN SAVANNAH

Due to the historic nature of downtown Savannah, parking is limited on university property. Students are strongly encouraged to use the convenient and extensive SCAD transportation system rather than driving their personal vehicles.

scad.transloc.com

Visit scad.transloc.com for the current bus routes and see where the buses are in real time. The routes are also available in the MySCAD mobile app.

All students who park or use a vehicle on SCAD property must register their vehicles online and pick up a decal from any of the SCAD Card offices. Students are eligible for one free parking permit per year. Permits are valid for the entire academic year (fall through spring).

Parking permits are based on class standing and residence hall assignment, and designate specific parking locations. Residents of Chatham House are not eligible for SCAD parking permits.

Guests' vehicles are required to display a visitor parking permit, regardless of the length of the stay. Students can secure a visitor parking permit in advance through MySCAD.

Students can find more information about parking facilities, permits, regulations, parking tickets, vehicle registration, and visitor parking passes in MySCAD.

BRINGING A BIKE

Bikes are a great way to travel around town, but a bike permit is required to park and leave a bicycle on university property. Students can register their bicycle via MySCAD at no cost, but they will need a photo of their bicycle to complete their registration.

ATHLETICS, FITNESS, AND RECREATION

Through SCAD athletics, students can enrich their college experience with intercollegiate and intramural sports, fitness, wellness, and recreational programs in a positive environment.

Go, Bees!

SCAD competes in cross country, track and field, equestrian, golf, lacrosse, soccer, bowling, cycling, swimming, and tennis at the intercollegiate level. Visit **savannah.scadathletics.com** to see schedules, rosters, and the latest news on talented SCAD artist-athletes.

bicycle safety

Savannah is a bike-friendly city but has bicycling laws that may be different from other places. All student cyclists are strongly encouraged to familiarize themselves with these laws before hitting the roads.

cyclist responsibilities

> Always wear a helmet.

> Bikes are considered vehicles. Always ride with traffic, even on one-way streets.

> Cyclists must use headlights and taillights after dark.

> Never cut through squares or parks on a bike.

SCAD eSports

Students on our intercollegiate and club eSports teams can compete in *Overwatch, League of Legends, Super Smash Bros., Apex Legends, Valorant,* and more.
esports@scad.edu

Intramurals

From basketball, dodgeball, and flag football to softball and volleyball, students can create their own teams or sign up as free agents. These social and athletic opportunities help students develop character and maturity and learn teamwork. Paid officiating positions are available as well for interested students.
intramurals@scad.edu | 912.525.6001

Fitness Centers

ClubSCAD, located behind Oglethorpe House, and SCADfit, located at The Hive, are the university's primary fitness centers. Students can exercise in fitness classes or use cardio and strength-building machines. SCADfit

scadfit app

From one resource, see fitness class information and schedules for both SCADfit and ClubSCAD, as well as intramural schedules. Reserve your spot in a fitness class with the touch of a button from wherever you are.

The free SCADfit app is available in the App Store and Google Play.

also offers group yoga, meditation, Pilates, and barre classes. Schedules are available in the SCADfit app and at SCADfit.com, and all classes are free.
fitness@scad.edu | 912.525.6001

Recreation

Recreation opportunities are also available throughout the year. Students can participate in hiking, skating, ropes courses, and more. Upcoming events and links to register are available on the Recreation tab of the athletics website.
savannah.scadathletics.com.

RESIDENCE LIFE AND HOUSING

Having a comfortable, safe, and inspiring place to live sets students up for success in the classroom. Dedicated residence life and housing staff members promote a sense of community among resident students and are present in each hall to help with routine concerns and to answer student questions.
**savreslife@scad.edu | 912.525.7000
Oglethorpe House | 201 W. Oglethorpe Ave.**

Events

Residence life and housing hosts hundreds of events each year, ranging from small community builders designed for residents to connect within their residence halls to larger, collaborative programming with faculty, staff, and student organizations. Programming focuses on extending learning outside the classroom, forging connections within the SCAD community, and developing lifelong skills. These events are a critical and supportive part of each student's SCAD experience.

Staff on Call

Residence life and housing provides staff 24 hours a day, seven days a week to assist students. When hall offices are closed, staff members are available by phone and in person in each community to assist students with room lockouts, maintenance issues, or other urgent concerns. Students can reach on-duty staff at the building-designated phone number or through university safety.

Respectful Community

Residence life encourages all students living in SCAD housing to participate in the development of their communities. SCAD establishes consistent policies to assist students with determining appropriate behavior and respecting their peers. In addition, SCAD enforces policies such as the zero-tolerance drug policy and our dry-campus and smoke-free policies, which prohibit the use or possession of alcohol, any smoking device, and related paraphernalia.

Residence Hall Staff

The residence director (RD) or community director is a full-time professional responsible for managing the daily operations of the hall. Resident assistants, or RAs, are student staff members who are students' first call in the event of an emergency, room lockout, disagreement among roommates, or family emergency.

sending a letter or package?

Mail to students living in SCAD housing should be addressed using their Personal Mailbox Number, or PMB.

Use this format to address mail to resident students:

Student Name (first and last)
Residence hall, PMB number
22 E. Lathrop Ave.
Savannah, GA 31415

RAs are also great resources for other kinds of questions, as they are typically junior and senior students with a few years of SCAD experience.

Residence life staff members are trained to help students connect with others, ease student anxiety when problems arise, and support their academic success through residence hall programs and are an all-around great resource.

Room Changes

Mediation is available to help roommates reach mutual agreements in regard to their shared space. However, if a room change becomes necessary, changes may be requested through MySCAD beginning the first business day of the second week after the start of the quarter. Room changes are granted based on availability and may be limited during the final two weeks of each quarter.

Technology

Wireless internet is provided in all residence hall rooms.

Mail Services

Each student living in SCAD housing will be assigned a Personal Mailbox Number, which will be kept for as long as the student remains in SCAD housing, from year to year. All mail to these students, letters and packages alike, should be addressed using their residence hall name and PMB (see box to the left). All students living in SCAD housing will pick up their mail from designated locations within their residential community, and will be notified via their student email account when letters or packages arrive for them.

Amazon Lockers

Instead of having your student's Amazon order delivered to an on- or off-campus address, opt for delivery to one of the five Amazon Lockers at SCAD Savannah.

When ordering on Amazon, select the Amazon Locker location (see box below), and the recipient will receive an email from Amazon with a pickup code. Using the code, your student can retrieve the package conveniently and securely.

LAUNDRY ROOM TECHNOLOGY

SCAD laundry rooms accept payment using the CSCpay app (free wherever your student gets their apps), which allows the user to link any credit or debit card and also provides in-app features such as real-time availability of the machines in a given laundry room and monitoring of any loads your student may have in progress. In addition, laundry machines accept direct payment by credit or debit card. Payment by cash or coins is not accepted.

amazon lockers

Alidea | Parking garage behind Chatham
Artola | Sand at Victory Village parking garage
Debary | Oglethorpe House
Dominga | The Hive parking garage
Prateek | Montgomery Hall parking garage
Pizza | Sail at Victory Village parking garage

order in advance

Students can use the Campus OrderUp mobile app to browse menus and place an order for pick up from wherever they are.

SCAD CARD SERVICES

Your student's SCAD Card is an official student ID and is used to access meal plans, academic buildings, residence halls, the SCAD Museum of Art, special events, library resources, SCAD transportation, and more. Students must present a government-issued photo ID to receive a SCAD Card.

Students should keep their SCAD Cards with them at all times. Lost or stolen cards can be suspended 24 hours a day by notifying University Safety to prevent fraudulent activity. Replacements can be obtained at SCAD Card services locations at Victory Village and the Turner House office.
Victory Village (located above Forage)
1 W. Victory Dr. | 912.525.6153
Turner House Office | 302 W. Boundary St.
912.525.8406 | scadcard@scad.edu

DINING SERVICES

SCAD dining halls serve fresh, locally sourced food prepared daily by Bon Appétit, a leader in sustainable food service. Student meal plan options are available for review under the My Info tab in MySCAD.

All students living in a SCAD residence hall are required to select a meal plan. Meal plan options are also available for students living in non-SCAD housing.

Eateries are conveniently located within walking distance of residence halls, academic spaces, and other SCAD buildings.

Students can use their meal plan or Dining Dollars when and where they choose, whether at one of the three all-you-care-to-eat-style dining halls or more intimate options like diners and cafés. All it takes is a tap of a SCAD Card.
dining@scad.edu | 912.525.7270
scaddining.com

Dining Dollars or Meal Swipes

Each meal plan comes with a certain number of meal swipes—either a set number of meals per week or a block of meals to be used over the entire quarter. Students apply one swipe per meal.

Every meal plan also comes with a specific amount of Dining Dollars, funds that can be used to purchase items such as drinks or snacks in one of the university's retail dining locations. Dining Dollars can also be used to purchase full meals if your student is out of meal swipes. Any unused meal plan counts expire at the end of the quarter. Unused Dining Dollars will roll forward to the successive term and will remain available until the end of the spring quarter of that academic year.

Meal swipes and Dining Dollars can be used only in SCAD eateries operated by Bon Appétit.

Meal Plans

Students living in SCAD housing must select a meal plan. Students residing in The Hive, Chatham, Oglethorpe House, Montgomery House, River, Turner House, or Sail or Surf at Victory Village must select from traditional meal plans A, B, or C.

Students living in Ann Street, Barnard Village, Boundary Village, or Sand at Victory Village may choose from either a traditional or apartment meal plan.

Students living off campus may opt to purchase any of the meal plans.

Students may change meal plans through the second Thursday of each quarter or cancel a plan, if eligible, by the fourth Thursday of each quarter.

TRADITIONAL MEAL PLANS

A	18 meals/week + $75 Dining Dollars
B	14 meals/week + $150 Dining Dollars
C	135 meals/quarter + $125 Dining Dollars

APARTMENT MEAL PLANS

D	85 meals/quarter + $75 Dining Dollars
E	50 meals/quarter + $100 Dining Dollars
F	25 meals/quarter + $125 Dining Dollars

Café at The Hive

The Hive hosts the largest SCAD dining hall in Savannah. With ingredients sourced from local farms, something new is always on the ever-changing menu — or go with a standby such as pizza, a made-to-order deli sandwich, or a fresh salad.
201 W. Boundary St.

RATION

Located inside Oglethorpe House, the ever-changing RATION menu includes chef-inspired dishes like grilled sandwiches, fresh pizza, healthy farm-to-fork options, and a salad bar.
201 W. Oglethorpe Ave.

Byte Cafe

Unique in its own way, this cozy, cafeteria-style dining hall in Montgomery Hall also features Bon Appétit's farm-to-table offerings and chef-inspired pop-up events throughout the week.
3515 Montgomery St.

Amigos Nuevos

Located in Turner House, Amigos Nuevos serves lunch and dinner, and offers build-your-own burritos, bowls, and tacos.
302 W. Boundary St.

beeFUEL

This café, located next to SCADfit, is perfect for a light bite or post-workout refreshment. Proudly serving Starbucks coffee, espresso, and frozen drinks, beeFUEL also offers an assortment of other healthy fare.
201 W. Boundary St.

Boathouse - Garden, Grill, Deli, and Noodle

Nestled in the Victory Village community, Boathouse offers four unique dining concepts to suit anyone's taste. Whether students want a quick sandwich to go, freshly made wraps, or delicious noodle bowls, it is a great place to grab something on the run or hang out with friends.
1 W. Victory Dr.

Cargo

Opening later this year, and nestled on the ground floor of River, Cargo features a variety of delicious dining concepts, from comfort foods to deli bites and grilled favorites to global cuisine — all ready for students to grab on the go or to kick back and enjoy with friends.
640 Indian St.

catered care packages

"Hugs from Home" offers a variety of gift and care packages for SCAD students, ranging from birthday cupcakes to get-well packages, midterm booster gifts, and more.

Visit **scaddining.com** and click on "Care Packages" to see the selections, or contact **hugsfromhome@scad.edu** to arrange a custom care package as unique as your student.

Carnival

Located adjacent to Montgomery Hall, Carnival offers a wide variety of sushi rolls and other Asian-inspired cuisine. Dine inside or alfresco on picnic-style seating.
3515 Montgomery St.

Chatham Grill and Chatham Garden

Looking for something hot off the off the grill or a refreshing salad and sandwich? Stop inside Chatham House to satisfy your cravings.
609 Abercorn St.

Dr. B's Coffee Bar

Relax and unwind after class at Dr. B's, where the staff serves up delicious coffees, espresso, and frozen drinks.
607 Abercorn St.

Food Trucks

SCAD Dining's food trucks, BuzzBites, WokWave, and 2GoBee, offer a variety of delicious options. Students can watch for food truck pop-up events around campus throughout the quarter.

Markets

SCAD markets Forage at Victory Village, Arnold Hall Market, Turner C-Store, and Hive Market provide grab-and-go meal options such as breakfast sandwiches, deli sandwiches, salads, and sushi, as well as a variety of drinks, snacks, and other sundries. Some also offer made-to-order coffee drinks, fresh produce bundles, and ready-to-cook meal kits.

OrderUp

Fresh menu items, meal kits, or pantry bundles are available to students for contactless pickup. They can choose items from their favorite SCAD dining options, and then pick up their order when it's ready. Ordering is easy. Students simply download the Campus OrderUp app, select SCAD as their campus, and enter their SCAD credentials, and they'll be ready to go. Find more details at
scad.edu/dining.

weekly meal plans

Weekly meal plans reset at 11:59 p.m. Thursday nights.

menus and nutrition

Menus, café hours, and nutrition information for each eatery are available at **scaddining.com** and in the **SCAD app.**

Full details on meal plan options and pricing are available at **scad.edu/life/dining/meal-plans.**

STUDENT HEALTH

Support for students isn't limited to academic endeavors. SCAD also supports students' health and well-being. The professionals in the student health support network can help students with anything, such as dealing with the challenges of college life or getting treatment for a sore throat.

Bee Well

SCAD is committed to helping students build a strong foundation for success. Bee Well's focus on the three pillars of wellness — emotional, physical, and social — ensures students take a comprehensive look at their health.

Bee Well offers mental health services in its locations in Deloitte Foundry, Turner House, and Victory Village. Students can find the office of disability resources at Bradley Hall.
scad.edu/beewell.

YOU@SCAD

YOU@SCAD enhances your student's wellbeing and self-awareness. Available online, 24/7, it connects students to information, university resources, peers, and opportunities — whenever they need them. From mental and physical

health to friendships, finances, and finding balance, YOU@SCAD helps students refocus, recharge, and reach their potential.
you.scad.edu

Counseling Services

SCAD mental health counselors assist students with a wide range of concerns, from boosting their coping skills to managing stress and anxiety. Counselors can help on an individual and short-term basis, organize support groups, make community referrals, plan educational workshops, and provide self-help resources.

Therapy groups are available for students every quarter, and crisis support services are offered 24 hours a day by calling **877.959.3620**.

Services are free, and confidentiality is guaranteed within legal and ethical guidelines. Counselors can also reach out to students when a professor, staff member, or parent is concerned for a student's well-being.
counseling@scad.edu | 912.525.6971
Deloitte Foundry | 516 Drayton St.
24-hour crisis support | 877.959.3620

Disability Resources

The SCAD disability resources office highly values the opportunity to provide support for students with accessibility needs. To receive services and accommodations, students need to self-identify by contacting the counseling and student support services office. They are encouraged to access their SCAD Accommodate account in MySCAD > Resources tab > Academic Resources Network channel. Students can use this system to request appointments and upload supportive documentation. Once a student has scheduled an appointment, the student will meet with staff to discuss an accommodation plan according to the student's individual needs. A staff member will write an accommodation memo for the student to provide to professors in order for support needs to be considered

for that specific course. All services are provided in compliance with the Americans with Disabilities Act of 1990, the Americans with Disabilities Amendments Act of 2008, and Section 504 of the Rehabilitation Act of 1973.

Counseling and student support services also provides testing space and test administration for students whose needs make them eligible and will work with each student's professors to coordinate testing when accommodations are necessary. Access to assistive technology — hardware and software — is also available for students whose needs make them eligible.
disability@scad.edu | 912.525.6233
Bradley Hall | 115 E. York St.

Neurodiversity Services

The office of neurodiversity services provides access services for neurodiverse students and educational support for the SCAD community, creating an inclusive university environment and assisting students in their preparation for a creative career.

The office of neurodiversity services provides comprehensive accommodation support, in-class support, ongoing skills training in social and independent living domains, and staff and faculty support and consultation, at the assessed needs level for each student utilizing a whole-student approach.
neurodiversity@scad.edu
912.525.5060

Deaf Services

The deaf services staff assists students, faculty, and staff in effectively communicating with students who are deaf or hard of hearing. Staff members meet with hearing-impaired students to evaluate communication needs and assist students who use sign language interpreters with their class registration selections. The office also provides interpreting services for classes, co-curricular activities, and events as requested.
disability@scad.edu | 912.525.6233
Bradley Hall | 115 E. York St.

Routine and Urgent Medical Care

ExperCARE operates a walk-in clinic in historic Savannah, providing routine medical and urgent care with no appointment necessary. Most major insurance policies are accepted.

Learn more about ExperCARE and see operating hours and more at **expercarehealth.com**.
818 Abercorn St. | 912.800.0110

candler hospital emergency room

**5353 Reynolds St.
Savannah, Ga.
912.819.6000**

memorial health university medical center emergency room

**4700 Waters Ave.
Savannah, Ga.
912.350.8000**

health services tips

When seeking medical care, students should bring a copy of their insurance card and know the primary policy holder's Social Security number and date of birth.

LiveHealth Online Care App

All SCAD students are automatically enrolled in LiveHealth Online, a premier virtual health care app designed to put high quality, 24/7 care at patients' fingertips. Staffed by licensed and board-certified physicians, LiveHealth Online allows students to seek diagnosis and treatment of an array of minor illnesses and injuries such as sinus infections, colds and flu, UTI, pink eye, and more, all with no copay. There's no scheduling, no waiting rooms, no filing insurance, no hassle, and no cost to the student.

LiveHealth Online also provides access to appointment-based mental health counseling. Students can choose a therapist, pick a time that is convenient for them (seven days a week), and then talk to the therapist from the privacy of home or anywhere they feel comfortable.

Students can register at **livehealthonline.com**.

INTERNATIONAL STUDENT SERVICES

One of the things that makes SCAD so dynamic is the diversity in backgrounds and culture among our students. The university hosts students from many countries and has a full-service team to support them throughout their SCAD experience.

ISSO

International Student Services Office advisers help students get settled in Savannah, at SCAD, and acclimated to life in the U.S. They assist with setup of U.S. bank and cellphone services, driver's licenses, and health care, and can advise on cultural issues, college life, safety, immigration, scholarships, travel, taxes, and more. Specialty ISSO-led programming is offered throughout the year and emailed to students every other week through the ISSO newsletter.
isso@scad.edu | 912.525.7304
Norris Hall | 548 E. Broughton St.

Blackboard Visa Course

SCAD requires F-1 visa holders to participate in a three-part orientation that includes an in-person check-in with their ISSO adviser, an online orientation course detailing their F-1 visa responsibilities, and a location-specific orientation with their domestic peers.

The Blackboard Visa course provides international students with detailed information on their F-1 visa responsibilities and benefits. Visa holders should refer to their MySCAD Blackboard Learn page for more information.

International Student Resources

Within MySCAD, international students have access to dedicated pages containing information about life in the U.S., travel, and scheduling an appointment with an ISSO adviser. Visit MySCAD > Resources tab > Department Directory channel > "International Student Services" link for more information.

SCAD Language Studio

SCAD offers an individualized, intensive English as a Second Language program for non-native speakers of English. Classroom instruction and supplemental assistance help students become accustomed to American higher education, develop greater proficiency in the English language, and familiarize themselves with the language of art and design before progressing into academic programs.
esl@scad.edu | 912.525.7141
Norris Hall | 548 E. Broughton St.

DEAN OF STUDENTS

The office of the dean of students enhances students' career preparation by promoting a learning-centered environment that provides meaningful co-curricular opportunities and professional support services.

This office should be the first contact for you or your student if there is a medical or family emergency. Staff members may assist in getting urgent messages to students and contacting professors in the case of an emergency absence.

The office also provides students with assistance regarding any nonacademic issues they may be experiencing.
deanofstudents@scad.edu | 912.525.6980
Bradley Hall | 115 E. York St.

COMMUNITY STANDARDS

The Code of Student Conduct and the Student Handbook, both available to read in MySCAD, are manuals for how students should conduct themselves while they are at SCAD. These carefully written policies cultivate a living and learning environment where all students are respected and can grow personally, academically, and socially. The office of community standards educates students by articulating the community values and expectations and holds students accountable for their choices and behavior.
communitystandards@scad.edu | 912.525.5780
Bradley Hall | 115 E. York St.

COMMUNITY OF RESPECT

SCAD maintains an environment for students, faculty, and staff that is free of sex-based discrimination and harassment, including sexual misconduct. The university does not tolerate sex-based discrimination and harassment, including sexual misconduct, and is prepared to take prompt remedial action to prevent and address such behavior and remedy its effects.

Any violation of the sex-based discrimination, sexual harassment, and sexual misconduct policy should be reported to the university's Title IX coordinator. Students can also make confidential reports to a counselor with the office of counseling and student support services.
titleixcoordinator@scad.edu | 912.525.4500

INCLUSION AT SCAD

Our world needs transformation, and creative professionals, educators, and students play a central role in this important work. The office of inclusion works with SCAD students, faculty, and staff to ensure a culture in which all members of the university community feel welcomed, valued, respected, and empowered to thrive. **inclusion@scad.edu | scad.edu/inclusion**

STUDENT EMPLOYMENT

SCAD has a robust student employment program that includes the Federal Work-Study Program. Students who wish to participate must meet certain eligibility requirements.

Information on determining eligibility can be found at **scad.edu/studentemployment**. Students can access current lists of available jobs and the steps to apply by visiting MySCAD > My Info tab > Student Employment channel > "How do I apply" link. **stemploy@scad.edu | 912.525.8776 Bradley Hall | 115 E. York St.**

Work-Study Program

To participate in the U.S. Department of Education's Federal Work-Study Program, students must complete the Free Application for Federal Student Aid. If eligible, they may qualify to work as a reading or math tutor with local nonprofits and area elementary schools.

New students who are eligible for student employment can apply via MySCAD after the first day of class. Each student can work a maximum of 20 hours per week and is typically paid federal minimum wage. Wages are paid bi-weekly through payroll.

more than 1,000 students work at SCAD annually.
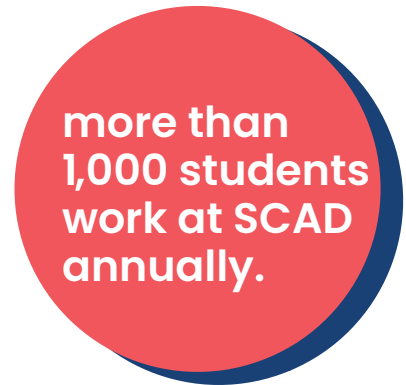
NETWORK ACCESS AND TECHNICAL SUPPORT

To help students communicate, learn, and share information, the SCAD network is accessible in every residence hall room. We also have technology support available if students need help setting things up or have questions about SCAD technology. **techsupport@scad.edu | 912.525.4567**

SCAD Quick Start Technology Guide

This quick start guide has all the info students need to get up and running. From passwords to software, Wi-Fi to connecting gaming systems in their residence halls, they will find answers to just about every tech question here. **scad.edu/techguide**

Hardware, Software, and More

Students can also get discounts on software packages and computer components as well as training from **LinkedIn Learning** on programs they need to know to succeed in class. More information is available on the IT channel in MySCAD.

heading to the lab?

Through the SCAD app, students can check out real-time computer availability in every classroom and computer lab before they go. The "Technology Resources" module even shows details about printers, scanners, and other specialty tech resources in each lab.

did you know?

There are nearly 2,500 computers in classrooms and labs across SCAD, including the lab in the Student Center.

myscad

MySCAD is the university's digital portal for students. MySCAD provides student access to course registration, SCAD webmail, financial services accounts, posted grades, course assignment submissions, online test administration, FERPA management, important announcements, and more. For this reason, students are prohibited from sharing their MySCAD passwords with others.

Parents may appropriately access their student's financial services account via TouchNet (see page 43 of this book) but are asked not to log in to their student's MySCAD account.

1. ADLER HALL
2. ALEXANDER HALL
3. ANDERSON HALL
4. ANN STREET
5. ARNOLD HALL
6. ART'S
7. BARNARD VILLAGE
8. BOUNDARY VILLAGE
9. BRADLEY HALL
10. BYTE CAFE
11. CAFÉ AT THE HIVE
12. CARNIVAL
13. CHATHAM
14. CLARK HALL
15. CLUBSCAD
16. CRITES HALL
17. DELOITTE FOUNDRY
18. ECKBURG HALL
19. EX LIBRIS
20. EXPERCARE
21. FAHM HALL
22. GULFSTREAM CENTER FOR DESIGN
23. GUTSTEIN GALLERY
24. HAMILTON HALL
25. HARRIS HALL
26. HAYMANS HAL
27. HERSTAND HALL
28. THE HIVE
29. JEN LIBRARY
30. LUCAS THEATRE FOR THE ARTS
31. MONTGOMERY HALL
32. MONTGOMERY HOUSE
33. MORRIS HALL
34. NORRIS HALL
35. NUMBER NINE
36. OGLETHORPE HOUSE AND RATION
37. PEPE HALL
38. POETTER HALL AND SHOPSCAD
39. PROPES HALL
40. RIVER
41. SAIL AND SURF AT VICTORY VILLAGE
42. SAND AT VICTORY VILLAGE
43. SCAD DEPARTMENT OF UNIVERSITY SAFETY
44. SCADFIT
45. SCAD MAIL CENTER
46. SCAD MUSEUM OF ART
47. STUDENT CENTER
48. TRUSTEES THEATER
49. TURNER HOUSE
50. WALLIN HALL

map of downtown savannah
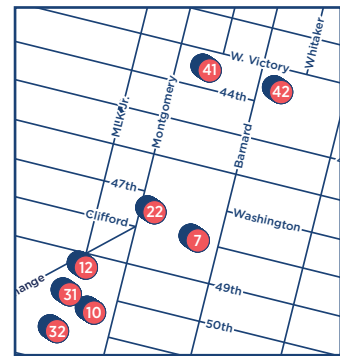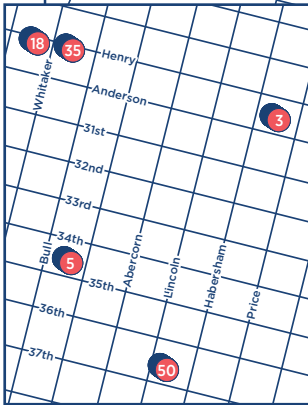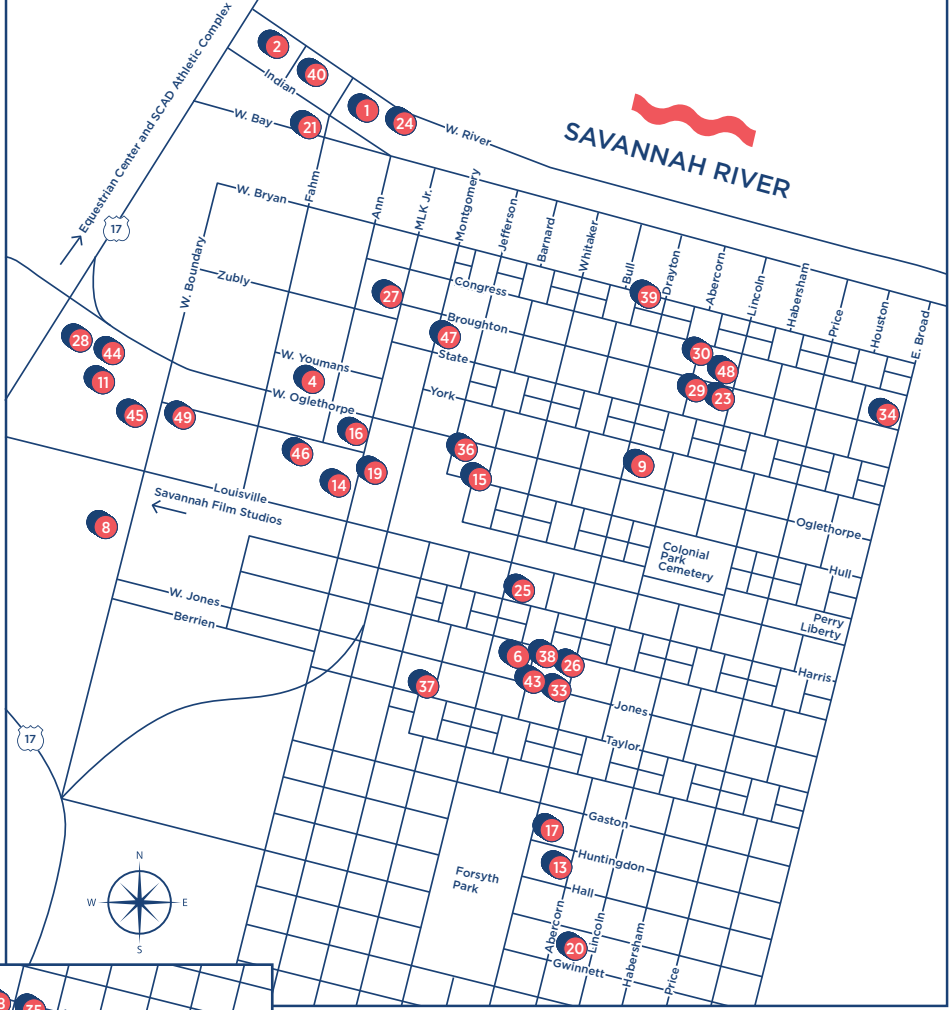
Remember, Habersham, Abercorn, Drayton, Bull, Whitaker, Barnard, and Montgomery streets and Martin Luther King Jr. Boulevard run north and south. Bay, Broughton, and Liberty streets and Oglethorpe Avenue run east and west.

student accounts
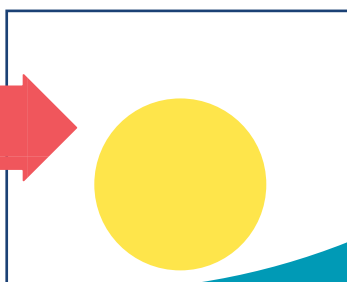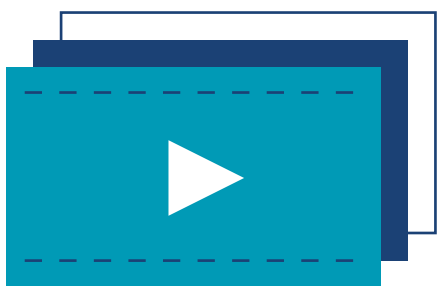
ABOUT STUDENT ACCOUNTS

Student accounts include billing and the receipt and recording of payments for tuition, housing, meals, and any fees.

ACCOUNT CHANGES

All communication and billing notices occur electronically through the student's SCAD email account. Parents can gain access to and receive information once they have been added as authorized users in TouchNet, the university's online payment portal. All students must include their SCAD ID number on all transactions and correspondence to ensure proper credit.
studentaccounts@scad.edu | 912.525.6104

Account Activity

Updated charges and account information will be made available July through October for the fall quarter and immediately after the registration periods for winter, spring, and summer quarters. Prompt registration ensures that students receive notices of account activity in time to meet the payment due dates.

Updated Balances

Changes to course registration, housing, or meal plan or financial aid eligibility will likely result in a new account balance. Students may view an updated account balance, including any new aid or charges, through MySCAD > My Info tab > My Student Account channel > "My Student Account Online" link.

Parents who have been set up as authorized users in TouchNet can view updated account information via **scad.edu/paymentportal**.

payments and correspondence

Send payments and correspondence to
SCAD Student Accounts
P.O. Box 2701
Savannah, GA 31402-2701

account info

Parents are not sent a physical copy of the account activity. If you plan to make payments on your student's account, you must be added as an authorized user on TouchNet, the online payment portal. Current account information is available to the student at any time in MySCAD > My Info tab > "My Student Account Online" link and to parents who are added as authorized users to the account at **scad.edu/paymentportal**.

With an appropriate FERPA waiver, the student success adviser can answer account questions, especially if your student is thinking of making enrollment or housing changes, to see how these may affect the account.

PAYMENT TERMS

All SCAD fees are payable in accordance with the applicable due dates indicated on the university website and emailed payment reminders. These due dates apply to students, parents, guardians, or any third party taking responsibility for a SCAD student account.

Students are encouraged to make any necessary financial arrangements including federal or state financial aid, vocational

rehabilitation, benefits provided by an employer outside SCAD, or scholarship programs well in advance of payment due dates. Fees not remitted by a parent, guardian, or responsible third party remain the responsibility of the student and must be paid by the published due dates.

Late Payment Fees

Students will be charged a late fee of 5% of the balance due if there is an outstanding balance after the published due date.

PAYMENT OPTIONS

SCAD encourages online payments, as they are the most secure and immediate. However, the university also accepts cash, checks, credit and debit card (convenience fees apply), money orders, and traveler's checks in U.S. dollars. Checks and money orders should be made payable to SCAD and must include the student's name and ID number. The university is unable to accept payments made over the phone via credit or debit card for privacy and security reasons.

Online Payments

You may submit secure online payments using U.S. funds via electronic check, credit card, or debit card through TouchNet, the university's online account portal. See **scad.edu/payment** for accepted card types. A convenience fee of 2.95% or US$3, whichever is greater, is applied by the card company to credit and debit card transactions.

In-person Payments

Cash, checks, money orders, and traveler's checks in U.S. dollars are accepted in person at SCAD student accounts in Bradley Hall (115 E. York St.).

2023–24 payment due dates

FALL (SEPTEMBER)

JUNE 1

Fall housing reservation fee due (for new incoming SCAD housing residents only)

AUG. 1

Fall housing, tuition, and meal plan balance due

WINTER (JANUARY)

NOV. 1

Winter housing reservation fee due (for new incoming SCAD housing residents only)

DEC. 1

Winter housing, tuition, and meal plan balance due

SPRING (MARCH)

FEB. 1

Spring housing reservation fee due (for new incoming SCAD housing residents only)

MARCH 19

Spring housing, tuition, and meal plan balance due

APRIL 8

Fall 2024 housing reservation fee due (for continuing SCAD housing residents only)

SUMMER (JUNE)

MAY 1

Summer housing reservation fee due

JUNE 1

Summer housing, tuition, and meal plan balance due

Mailed

Checks, money orders, and traveler's checks in U.S. dollars may be mailed to:
SCAD Student Accounts
P.O. Box 2701
Savannah, GA 31402-2701

Remember to note the student's ID number on the check memo line.

THE PAYMENT PLAN

Students and authorized users may self-enroll in a payment plan that automatically drafts in U.S. dollars from a credit card, debit, or bank account. The total quarterly balance due for tuition, housing, and meal plan is drafted automatically in three installments (two installments for summer quarter). To participate, students must enroll quarterly and pay an enrollment fee of 3% of the account balance due. A convenience fee of 2.95% or US$3 is applied by the card company to debit and credit card transactions.

To enroll in the payment plan, your student should visit MySCAD > My Info tab > My Student Account channel > "My Student Account Online" link to launch the TouchNet payment portal. From here, your student should click "Payment plans" in the menu bar, and follow the instructions to enroll.

PAYMENT BY WIRE TRANSFER

Funds in U.S. dollars may be transferred to the university's bank by wire. The originating bank must indicate the student's name and SCAD ID number on the transfer, and the originating party is responsible for all transfer fees. Allow five to seven business days for SCAD to receive notice of the transfer.
Wire transfers may be sent to:
Wells Fargo Bank, N.A.
136 Bull St., Savannah, GA 31401 USA
Routing number: 121000248
For further credit to:
Savannah College of Art and Design account number: 2000027630095

financial policies

SCAD financial policies are updated each academic year. The most current policies are available for review at **scad.edu/financialpolicies.**

making online payments

STUDENTS MAKING PAYMENTS

> Log in to MySCAD.
> Select the My Info tab.
> Locate the Student Account channel.
> Select "Make a Payment – US$."

PARENTS MAKING PAYMENTS

Students can allow parents or family members access to their student accounts online by enrolling them as authorized users in TouchNet. Authorized users are able to view billing information, make payments, and enroll in a payment plan on the student's behalf. To set up a parent or family member as an authorized user, a student must:

> Log in to MySCAD.
> Select the My Info tab.
> Locate the Student Account channel.
> Click "My Student Account Online."
> Click "Authorized Users" on the right side of the screen.
> Enter email address of authorized user and click "Continue."

The authorized user will be emailed a link and login information.

Once the authorized user's username has been established, the user can log in and make payments at **scad.edu/paymentportal.**

International Wire Transfers

Students or family members who wish to make payments via international wire transfer can pay from any country and any bank using either Flywire, PayMyTuition, or TransferMate international transaction services.

These services are an efficient and inexpensive way to send funds to SCAD and also provide the ability to track the status of the transfer via a student dashboard. An email confirmation will be sent when the payment is received by the university. These services are available via MySCAD or at **scad.flywire.com** and **paymytuition.com/paynow/SCAD.**

TransferMate is integrated into the **SCAD TouchNet** student account system. In TouchNet, select "make a payment," choose TransferMate from the dropdown menu, and follow the prompts.

You may also send wires without using these services. Bank fees may apply and you will need the following details:

For final credit to:
Student's name and SCAD ID number
Swift number: WFBIUS6S

CREDIT BALANCE REFUNDS

After all SCAD charges have been paid, any credit in excess of charges may be refunded. Credit balance refunds created by Federal Title IV aid programs are available to students the second week of each quarter. To claim their refunds, students must have been awarded aid and must meet the enrollment criteria for their aid programs.

Students must plan ahead and have their own funds available to purchase books and supplies, pay rent, etc. Students should elect to have refunds deposited directly into their bank accounts in order to expedite receipt.

Account Credits

Should a credit be generated by financial aid, the student can receive that credit via direct deposit or in the form of a refund check. Students who prefer to retain that credit on their accounts to be applied toward future charges may complete the Authorization of Funds form to make the request.

Parents with a Parent PLUS loan may request a credit resulting from that loan be issued as a refund check to the student using the Authorization for Parent PLUS Loan form. Otherwise any credit will be refunded directly to the parent.

These authorizations remain in place and are valid for subsequent award years until a new authorization form is filed. The forms are available through MySCAD, and conditions may be modified by submitting an updated form to the student accounts office at **studentaccounts@scad.edu**.

canceled enrollment and account credits

Fall 2023
Sept. 16–24: 55%
Sept. 25–Oct. 1: 35%
Oct. 2–8: 15%

Winter 2024
Jan. 13–21: 55%
Jan. 22–28: 35%
Jan. 29–Feb. 4: 15%

Spring 2024
March 30–April 7: 55%
April 8–14: 35%
April 15–21: 15%

The schedule above is based on the standard academic calendar and may be altered if changes are made to the calendar for any reason.

Direct Deposit

Students can sign up for direct deposit via MySCAD > My Info tab > My Student Account channel > "Direct Deposit for Student Refunds" link.

CANCELED ENROLLMENT

It is the responsibility of students who have decided not to attend to drop their classes via MySCAD or notify the registrar's office in writing prior to the beginning of the quarter. Failure to do so, not paying associated charges, not attending classes, or only informing a faculty member that a student has decided to withdraw does not constitute official forms of notification. Failure to properly drop classes or appropriately notify the university could result in additional assessment of fees and/or the student being held responsible to pay for courses in which they remain registered.
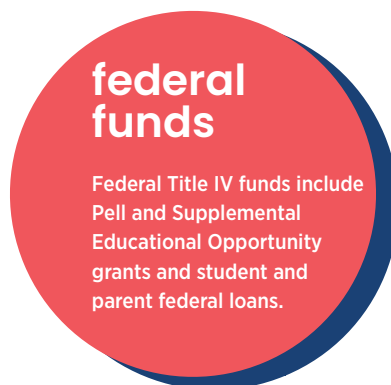
COURSE WITHDRAWAL

A student who officially withdraws from SCAD during the first 40% of the quarter receives a credit of tuition according to the schedule on the previous page. The complete policy for canceled enrollment and account credits is available at **scad.edu/studentaccounts**.

Recalculation of Aid

Students who withdraw from all classes during the quarter are subject to a recalculation to determine eligibility for financial aid. This calculation is used to determine the percentage of financial aid (if applicable) earned by the student. Unearned financial aid is returned to the funding program or programs according to federal and state regulations. This may result in an unpaid balance owed directly to the university.

This process takes place as soon as possible and not later than 45 days after the withdrawal date. Students who withdraw after completing

federal funds

Federal Title IV funds include Pell and Supplemental Educational Opportunity grants and student and parent federal loans.

60% of the quarter are not subject to recalculation and are considered to have earned all financial aid (as applicable).

The complete financial policy for withdrawal is available at **scad.edu/financialpolicies**.

1098–T TAX FORM

The Internal Revenue Service Form 1098-T provides information that may be necessary for the preparation of your annual tax return. IRS regulations allow students the option to receive their IRS Form 1098-T in an electronic format instead of through the mail.

Students may grant consent to receive future IRS Forms 1098-T electronically through the My Student Account channel in MySCAD. All information presented on the IRS Form 1098-T may be viewed by students by selecting "Tax Notification" in the online account portal. Students and authorized users may also access the 1098-T in TouchNet through the Statements tab.

Students who do not consent to electronic delivery of the IRS Form 1098-T will also have a form mailed by the end of each January. Forms will be mailed to the mailing address listed in MySCAD in the online account portal.

FINANCIAL AID

Financial aid is made available to qualified students to assist them in paying for their education at SCAD. Financial aid information is updated annually regarding the types and amounts of financial aid available, the process to apply for aid, policies and procedures related to the awarding of financial aid, and disbursement information for each aid program.
advisement@scad.edu | 912.525.5820

Students can access their SCAD financial records through MySCAD to review financial aid application requirements, download required forms, receive award notification, and view all aid applied to their student accounts. Keep reading for an explanation of aid types.

INSTITUTIONAL SCHOLARSHIPS AND GRANTS

Incoming students may be offered a scholarship or grant through the admission department based on demonstrated academic and/or co-curricular achievements. Financial need, as indicated by the results of the Free Application for Federal Student Aid (FAFSA) or other documentation is taken into consideration for need-based aid.

SCAD scholarships are awarded to degree-seeking undergraduate students and are renewed quarterly through completion of a bachelor's degree (or up to 225 attempted hours) as long as the recipient remains enrolled and maintains a cumulative GPA of at least 3.0. Enrollment and GPA are reviewed quarterly.

Housing Status Impact

SCAD scholarship offers for undergraduate students vary according to whether students reside in SCAD housing. The scholarship amount awarded from admission assumes the student is living in SCAD housing.

A scholarship student who accepts an award as an entering student but moves out of the SCAD residence hall at any time is considered to be declining the residential award amount. Making the choice to move into non-SCAD housing reduces the student's award to only the non-residential award amount, which is 70% of the total scholarship award.

REVIEWING TERMS AND CONDITIONS

Each year, students should review the terms and conditions for receiving aid. The terms and conditions outline institutional and federal policies for receiving and maintaining financial aid at SCAD. The terms and conditions are emailed to students annually and can be reviewed at any time in MySCAD.

PAYOUT OF FINANCIAL AID FUNDS

Disbursement of financial aid funds begins after the drop/add period each quarter and continues regularly throughout the academic year. The following information is important to the disbursement of financial aid, is in compliance with federal and state regulations, and is subject to change.

scholarships

Continuing students can apply for additional SCAD scholarships each spring. The scholarship application is available online during the month of April. Scholarship recipients are notified by mid-June, and all scholarship funds are applied to the following academic year.

Eligibility

To be eligible for financial aid funds, students must be enrolled in a degree program and must be enrolled at least half time (some exceptions may apply). Before disbursement of financial aid funds, eligibility is reviewed and necessary adjustments are made based on enrollment, class level, housing status, and program-specific eligibility requirements.

Attendance

Attendance must be verified for all classes before financial aid funds are disbursed. Students who do not attend class during the first week of the term will have a financial aid hold preventing disbursement until attendance is verified.

Adjustments

Adjustments made when funds are disbursed, or anytime thereafter, can create a balance due on the student's account that is immediately payable. Funds are credited to the student account to pay for educational charges incurred. Parent PLUS loans are the last funds to be credited to the student's account, and credit balances resulting from Parent PLUS loan proceeds are refunded to the parent borrower or student if authorization is received.

MAINTAINING FINANCIAL AID

All students receiving Federal Title IV financial aid, Georgia state financial aid, or SCAD grant aid must adhere to the university's policy on satisfactory academic progress. The Higher Education Act as amended by U.S. Congress mandates that higher education institutions establish minimum standards of "satisfactory academic progress" for students receiving financial aid.

Satisfactory academic progress standards are evaluated annually at the end of spring quarter for degree-seeking students in a program longer than one year. The complete policy can be viewed at **scad.edu/financialpolicies**.

FINANCIAL WELLNESS

For help with personal finance skills and understanding financial aid, SCAD provides a free financial wellness site accessible to SCAD students 24/7. Financial Avenue, a free resource provided by SCAD and Inceptia, helps students better understand how to fund their education, make sound financial choices, and plan for their future finances.

Students can visit **financialavenue.org** to learn more and create a free Financial Avenue account to access information on topics like paying for college, developing a budget, managing their money, preparing for student loan repayment, and life beyond graduation. Students can sign up using access code "**scadbees**."

satisfactory academic progress

Requirements to meet satisfactory academic progress for certain types of aid include:

> Students must pass 67% of all coursework attempted.

> Undergraduate students must earn a cumulative GPA of at least 2.0 on a 4.0-point scale.

> Students must complete degree requirements within a maximum time frame of 150% of the required credit hours for the program.

More info is available at **scad.edu/policies**.

calendar

The full 2023-24 academic calendar is available at **scad.edu/calendar/academic** and in the SCAD app.

FALL 2023

Monday, Sept. 11	Fall quarter begins
Thursday, Nov. 16	Fall quarter ends
Friday, Nov. 17	Residence halls close at 5 p.m.

WINTER 2024

Friday, Jan. 5	Residence halls open at 9 a.m.
Monday, Jan. 8	Winter quarter begins
Thursday, March 14	Winter quarter ends

SPRING 2024

Monday, March 25	Spring quarter begins
April 26-28	SCAD Family and Alumni Weekend
Thursday, May 30	Spring quarter ends
Saturday, June 1	Residence halls close at noon

SUMMER 2024

Monday, June 17	Summer quarter begins
Thursday, Aug. 22	Summer quarter ends

contacts

Career and Alumni Success
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912.525.4653

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Disability Resources
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International Student Services Office
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912.525.7304

Registrar
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Residence Life and Housing
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Student Success and Advising
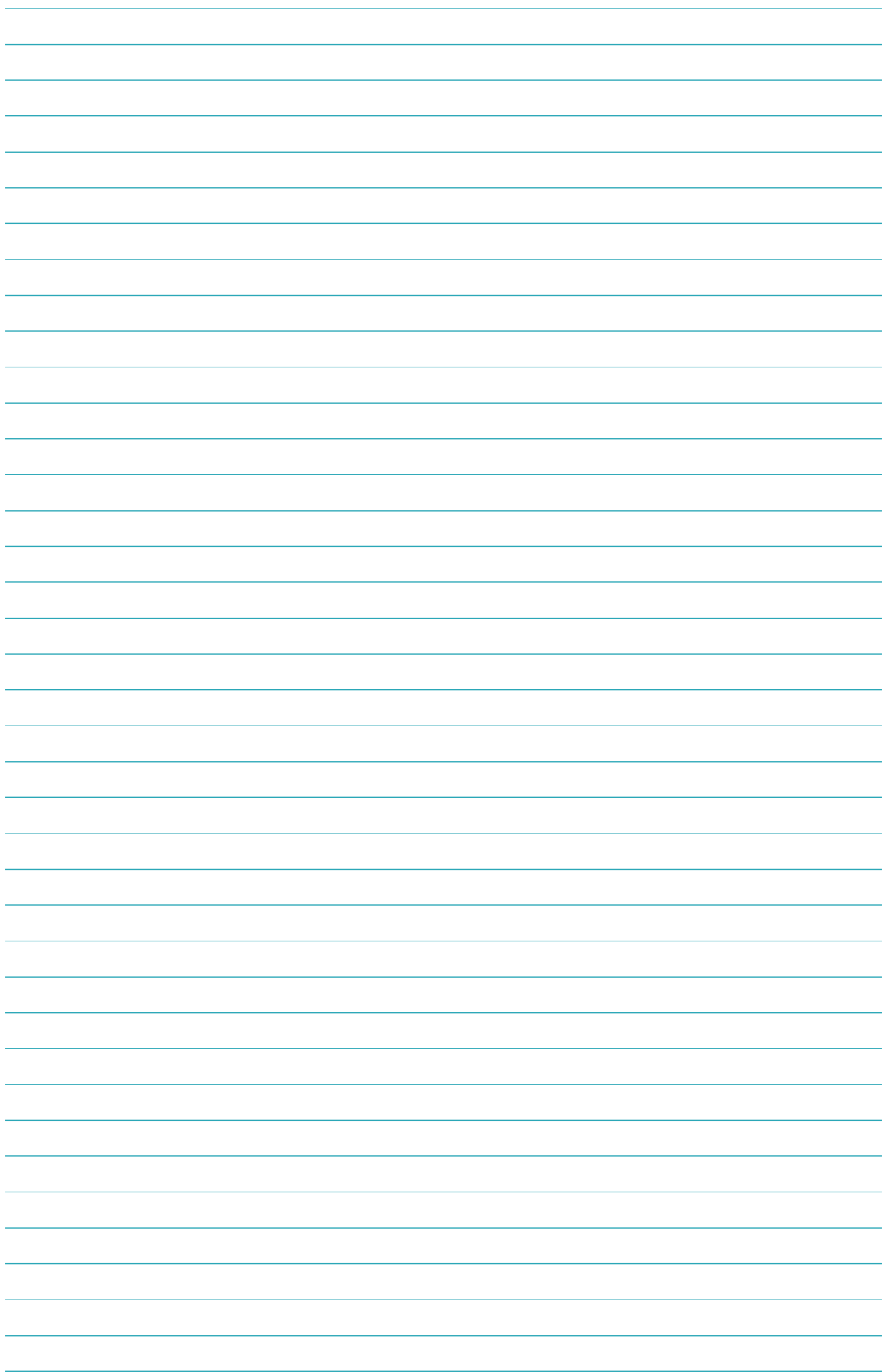advisement@scad.edu
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Study Abroad
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