

# *Student Resource Guide*





## Table of Contents

<ul> <li>Calendar/Key Student Dates</li> </ul>	Page 3
Key Contacts	Page 4
Registration and Advising	Page 5
Paying for College	Page 6
• Financial Aid	Page 7
• Technology	Page 8-9
<ul> <li>Student Supports</li> </ul>	Page 10-11
• Bookstore	Page 12
• Library/Warrior Student ID	Page 13
<ul> <li>Getting Involved/Student Life</li> </ul>	Page 13
• Campus Maps	Page 13

Disclaimer: Information and contacts in this guide are current as of July 7, 2025. See the Ridgewater website for the most current information. 7/7/2025

Ridgewater is a member of Minnesota State and an affirmative action, equal opportunity employer and educator. This document is available in alternative formats to individuals with disabilities by calling 800-722-1151. Consumers with speech or hearing disabilities may contact us via their preferred Telecommunications Relay Service.

## Academic Calendar and Key Student Dates

#### 2025-2026 CALENDAR - RIDGEWATER COLLEGE

9 19 20 25 26 28 29 29	Fall Book Ordering Opens Start Strong Event – Willmar Start Strong – Hutchinson Fall Semester Begins Welcome Day – Hutchinson Welcome Day – Willmar Tuition Due Last Day to Add/Drop Classes	S         M         T         W         Th         F         S           3         4         5         6         7         8         9           10         11         12         13         14         15         16           17         18         19         20         21         22         23           24         25         26         27         28         29         30           31	SEPTEMBER 2025           S         M         T         W         Th         F         S           1         2         3         4         5         6           7         8         9         10         11         12         13           14         15         16         17         18         19         20           21         22         23         24         25         26         27           28         29         30	1 8	Labor Day Holiday (College Closed) Financial Aid Disburses
16-17	Teacher Conventions (No Classes)	S         M         T         W         Th         F         S           4         1         2         3         4           5         6         7         8         9         10         11           12         13         14         15         16         17         18           19         20         21         22         23         24         25           26         27         28         29         30         31	NOVENER         2025           S         M         T         W         Th         F         S           4         5         6         7         8           9         10         11         12         13         14         15           16         17         18         19         20         21         22           23         24         25         26         27         28         29           30	1 11 27-28	Scholarship Application Deadline (Spring Awards) Veterans Day Holiday (College Closed) Thanksgiving Break (College Closed)
15-19 19 22-31 25 27	Final Exams Fall Semester Ends Semester Break Christmas Day (College Closed) Spring Book Ordering Opens	S         M         T         W         Th         F         S           1         2         3         4         5         6           7         8         9         10         11         12         13           14         15         16         17         18         19         20           21         22         23         24         25         26         27           28         29         30         31	J J NURY         ZOJE           S         M         T         W         Th         F         S           4         5         6         7         8         9         10           11         12         13         14         15         16         17           18         19         20         21         22         23         24           25         26         27         28         29         30         31	1 1-9 12 13 15 16 16 16 19 26	New Year's Day (College Closed Semester Break Spring Semester Begins Welcome Day – Hutchinson Welcome Day – Willmar Tuition Due Last Day to Add/Drop Classes M.L. King Jr. Holiday (College Closed) Financial Aid Disburses
16	Presidents' Holiday (College Closed) Note: Precinct Caucuses take place in February. No classes can take place after 6:00 pm that day.	S         M         T         W         Th         F         S           1         2         3         4         5         6         7           8         9         10         11         12         13         14           15         16         17         18         19         20         21           22         23         24         25         26         27         28	MARCH 2026           S         M         T         W         Th         F         S           1         2         3         4         5         6         7           8         9         10         11         12         13         14           15         16         17         18         19         20         21           22         23         24         25         26         27         28           29         30         31	2-6	Spring Break
10	Employee Professional Development/Duty Day (No Classes)	S         M         T         W         Th         F         S           1         2         3         4         4         5         6         7         8         9         10         11           12         13         14         15         16         17         18           19         20         21         22         23         24         25           26         27         28         29         30	MAY 2026           S         M         T         W         Th         F         S           3         4         5         6         7         8         9           10         11         12         13         14         15         16           17         18         19         20         21         22         23           24         25         26         27         28         29         30           31	11-15 11 14 15 15 25 26	Final Exams Summer Book Ordering Opens Hutchinson Graduation Spring Semester Ends Willmar Graduation Memorial Day Holiday (College Closed) Summer Term Begins
1 19	Scholarship Application Deadline (Fall Awards) Juneteenth Holiday	JUNE 2026           S         M         T         W         Th         F         S           1         2         3         4         5         6           7         8         9         10         11         12         13           14         15         16         17         18         19         20           21         22         23         24         25         26         27           28         29         30         -         -         -         -	JULY 2026           S         M         T         W         Th         F         S           0         1         2         3         4           5         6         7         8         9         10         11           12         13         14         15         16         17         18           19         20         21         22         23         24         25           26         27         28         29         30         31	3 31	Independence Day Holiday Observed (College Closed) Summer Term Ends REV. 04.17.

### Key Contacts - We're Here to Help

H: Hutchinson | W: Willmar

	Online students may contact either campus.
Academic Advising	320-222-5971 advising@ridgewater.edu
Academic Coaching	320-222-5971 student.services@ridgewater.edu
Academic Support/Tutoring	H: 320-234-8650   W: 320-222-5263 ridgewater.edu/tutoring
Accessibility & Disability Services	H: 320-234-8650   W: 320-222-8040 H: elisabeth.mumford@ridgewater.edu W: jay.morrison@ridgewater.edu
Admissions	320-222-5976 admissions@ridgewater.edu
Basic Needs Resources	320-222-6932 mark.taylor@ridgewater.edu
Business Office	320-234-8596 business.office@ridgewater.edu
Bookstore	H: 320-234-8524   W: 320-222-5590 bookstore@ridgewater.edu
Career Services	320-234-8650 elisabeth.mumford@ridgewater.edu
Counseling	320-222-5971 counseling@ridgewater.edu
EServices Assistance	320-222-5971 student.services@ridgewater.edu
Financial Aid	320-222-7488 financialaid@ridgewater.edu
IT Technology Help Desk	320-234-8777 877-466-6728 AFTER BUSINESS HOURS support@ridgewatercollege.samanage.com
Post-Secondary Enrollment Options (PSEO)	320-222-5971 pseo@ridgewater.edu
Registration & Records	320-222-5971 student.services@ridgewater.edu
Scholarships	320-222-6095 ridgewater.edu/scholarships
Transcripts	ridgewater.edu/transcript-requests
TRiO Student Support Services	H: 320-234-8650   W: 320-222-8072 H: elisabeth.mumford@ridgewater.edu W: thomas.tie@ridgewater.edu
Veterans' Resource Center	320-491-2734 kari.johnson@state.mn.us

### **Advising and Registration**

ridgewater.edu/admission-aid/apply/oar

Academic Advising ridgewater.edu/advising

MAKE APPOINTMENT ON STARFISH

Academic advisors are the critical first steps toward student success. Students must meet with an advisor for:

Degree planning

Adjusting

Courses Schedules

- Course registration
- Access to your registration code

#### Contacts:

advising@ridgewater.edu Hutchinson: 320-234-8595 Student Services Front Desk

Willmar: 320-222-5982 Student Services Building A, Front Desk



### **Satisfactory Academic Progress**

- To maintain enrollment and financial aid eligibility, you must make satisfactory academic progress (SAP): Maintain a 2.0 cumulative GPA and complete 66.67% of cumulative attempted credits
- If you fall below SAP requirements, you will enter a warning period for a semester.
  - You are encouraged to meet with an advisor, coach or counselor to create a plan to return to good standing and avoid suspension.
  - If you do not return to good standing within the warning semester, you will be suspended.

### ADD COURSE

• Add or substitute a course by a term's fifth day.

### **DROP COURSE**

• Remove a course by a term's fifth day for a full tuition refund.

### WITHDRAW FROM COURSE/S

• Removing a course AFTER a term's fifth business day results in a transcript 'W' grade. • Tuition may be partially refunded for total withdrawal of all classes if it occurs in the first four weeks.

- ridgewater.edu/refunds
  - Courses starting after a term's fifth day or that run less than a full semester have different deadlines. Contact Student Services for assistance.

**NOTE:** Post-Secondary Enrollment Options (PSEO) students have until the 10th semester day to drop a course.

### Information Release to Enable Sharing (ridgewater.edu/inforelease)

- Students must give consent for Ridgewater to release private/educational information, if you wish to share.
- Parents and agencies are third parties and need your consent.
- Complete the online Authorization to Release Student Information form also for:
  - Dean's list news
- Competitive honors Theater productions

NOTE: A student release remains in effect unless changes made.



Scan QR code to complete.

2025-26 Add/Drop Deadlines Fall: August 29 Spring: January 16 Summer: June 1

## Paying For College

### **Timelines, Options and Resources**



### Mark your calendars with tuition due dates:

Fall Semester 2025: August 29, 2025 Spring Semester 2026: January 16, 2026 Summer Semester 2026: June 1, 2026



As a registered student, you can view your account online from anywhere:

- Go to ridgewater.edu
- Select Logins (on top gray menu bar)
  - Select eServices
  - Select Bills and Payments

### **PAYMENT**You have many options to pay your tuition and**OPTIONS**fees by the Tuition Due Date each semester.

- 1. Pay your tuition and fees online through eServices or at the Business Office.
- 2. Apply for financial aid available on December 1. Wait for your award letter from Ridgewater's Financial Aid Office.
- **3. Have your third party agency submit authorization to Ridgewater.** a. Third party agencies may include your employer, workforce center or other.
- 4. Establish a 0% interest payment plan with Nelnet.a. This can be done through eServices. See contacts at right for help.
- 5. If eligible, complete a Veteran's Deferment Option form.
   a. Veterans' Administration forms must include your expected graduation date

SCAN here to complete the Authorization to Release Student Information form (We cannot release information to parents, guardians, etc., without it.)



### Business Office Contacts

Tuition and Billing Questions Willmar/Hutchinson Cashiers business.office@ridgewater.edu 320-234-8596

### Third Party Payments

JoLynn third.party@ridgewater.edu 320-222-5640

Please check both your Ridgewater and personal emails for important information from the Business Office.

CHECK EMAILS

Financial Aid Comes in Many Forms (ridgewater.edu/financialaid)

### WHAT IS FINANCIAL AID?

Financial aid is money to help pay for college. The money comes from the U.S. federal government and/or the State of Minnesota. Financial aid comes in the form of grants, loans and work study.

### TYPES OF FINANCIAL AID

### GRANTS

Free money that doesn't have to be repaid

- Pell Grant
- Minnesota State Grant
- Federal SEOG Grant
- State Indian Scholarship Program
- **American Indian Scholars Program**
- Alliss Grant
- Minnesota GI Bill **Childcare Grant**

### **WORK STUDY**

Flexible, part-time jobs for students with demonstrated financial need

- Most positions are on campus, but some are off campus.
- Positions are available at the bookstore, library, maintenance, athletics, marketing department, and more. ridgewater.edu/workstudy

### LOANS

Money borrowed from the federal government which has to be repaid

- **Direct Subsidized Loans**
- **Direct Unsubsidized Loans**
- **Parent Plus loans**

### NORTH STAR PROMISE

The North Star Promise Scholarship Program covers the cost of eligible tuition and fees for eligible Minnesotans at public institutions and tribal colleges in the state. The program covers the balance of eligible tuition and fees remaining after other scholarships, grants, stipends, and tuition waivers have been applied. Students must fill out the FAFSA or Minnesota Dream Act Application to see if they

qualify.

ridgewater.edu/northstarpromise

### HELPFUL VIDEO LINKS

Understand aid/awards. <u>ridgewater.edu/financialaid</u>

Financial Aid for Applicants • View Aid Status How to Accept Loans View Aid Awards

### HOW TO APPLY FOR **FINANCIAL AID**

**Complete the Free Application for** Federal Student Aid (FAFSA) as Early as Possible at studentaid.gov

#### **GET STARTED**

- Create an FSA ID at studentaid.gov
- Gather your tax return information
- Go to studentaid.gov to complete the application once you have your FSA ID
- Use Ridgewater College School Code 005252
- Allow 2-3 weeks for your financial aid to be processed.

#### **IMPORTANT DATES**

- Students planning to start college this fall have until September 22, 2025, to submit the FAFSA or MN Dream Act application to be eligible for a MN State Grant or the North Star Promise.
- Students planning to start college next spring have until February 9, 2026, to submit the FAFSA or MN Dream Act application to be eligible for a MN State Grant or the North Star Promise.
- FAFSA and MN Dream Act applications will still be available after the deadlines, but those applicants will not be eligible for MN State Grants or the North Star Promise program.



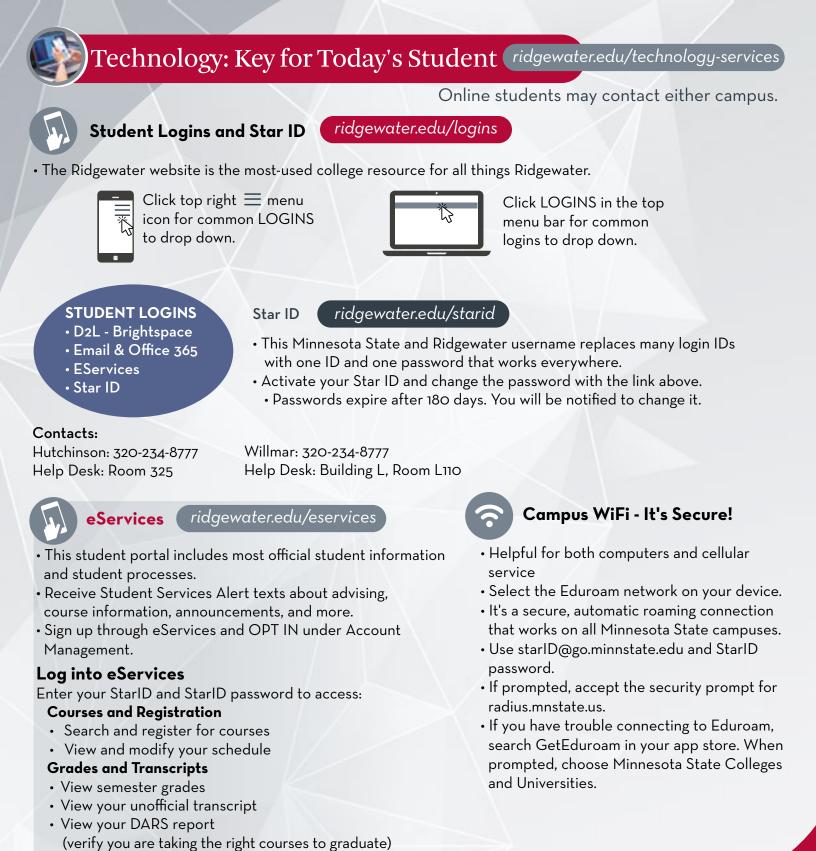
### MINNESOTA DREAM ACT

Undocumented/DACA Minnesota residents may be eligible for Minnesota Dream Act aid. www.ohe.state.mn.us

#### **QUESTIONS? WE CAN HELP!**

- ridgewater.edu/financialaid
- 320-222-7488







8 student.services@ridgewater.edu

 Check your application status See your possible awards **Bills and Payment Info** 

Check out your full account details

**Financial Aid Info** 

 Pay online Contact: 320-222-5971

### Technology, continued ridgewater.edu/technology-services



(b)

### Ridgewater Email ridgewater.edu/logins

You have mail! Your Ridgewater email is ready.

- Ridgewater email is the official method of
- communication between Ridgewater and students.
- Format: firstname.lastname@go.ridgewater.edu
- Access: https://portal.office.com
  - Log in: your username starid@go.minnstate.edu (i.e. aa1234bb@go.minnstate.edu) and your Star ID password.

### D2L - Brightspace

ridgewater.edu/D2L

- D2L (Desire 2 Learn) Brightspace is the course platform used for Minnesota State colleges.
- Instructors deliver course materials and assessments through D2L.
- You can accept and post assignments for online and on-campus classes.
- Access and bookmark it from the LOGINS option on the Ridgewater website home page top menu bar.
- Check it out early to be prepared.

### Starfish

n (ridgewater.edu/D2L

- Access through D2L Brightspace.
- Use Starfish to set up appointments with campus supports.
- Stay on top of positive kudos or flags from instructors.

### ŗ

### **Campus Computers**

• You may access college computers in the library.

#### Locations: Hutchinson: Room 134

Willmar: Building L



- Many students view email through the Outlook app. Search for Microsoft Outlook in your device's app store to install.
- Email account includes 1 TB cloud storage and Microsoft Office 365 with apps like Word<sup>™</sup>, Excel<sup>™</sup> and PowerPoint <sup>™</sup> and OneDrive <sup>™</sup>.
- You may download Microsoft Office 365 for your personal computer.

### Log into Your D2L - Brightspace Account

#### Enter your StarID and StarID password

- Any classes that will use D2L will be listed in the My Course section. Click the blue hyperlink at the start of the semester.
- Access each class the first day of school to check in with your instructor.
- View instructor contact information and syllabi.

### Zoom - Virtual Convenience

### https://minnstate.zoom.us

- This free videoconferencing software is used for some classes, faculty office hours, work groups, etc.
- Works for both mobile and desktop devices.
- Use StarID to set up and record personal sessions.



### Star Alert Emergency Notifications

- Students are automatically enrolled in this
- text message notification system
- Receive alerts for immediate weather cancellations, safety issues and emergencies.
  - Star Alert, email and social media are all used to communicate emergencies.



- Take your student success to the next level through varied strategies.
- Meet once for some tips or regularly for ongoing support and accountability for various needs:
  - Time management

- Positive student behaviors
- Study skillsProcrastination strategies
- Goal settingSupport

### Contacts:

320-222-5971 • student.services@ridgewater.edu Hutchinson: Room 111 Willmar: Building A, Student Services

### Student Supports, continued



Counseling ridgewater.edu/counseling

MAKE APPOINTMENT ON STARFISH

Contact:

Online students may contact either campus.

Handshake

- Counselors support mental and emotional wellness for academic success.
- Free and confidential counseling for a variety of reasons:
  - Personal issues
     Life-balance challenges
  - Referrals to community agencies
     Personal safety

### Contacts:

320-222-5971 · counseling@ridgewater.edu

Hutchinson: Room 125 Willmar: Building A, Student Services



### **Career Services**

ridgewater.edu/career-services

Join the

job search

app today!

- Career exploration
- Find that dream job
- Online job listings to help pay for college
- Job searches for post-graduation
- Resume and cover letter development
- Interview practice and tips
- Employer connections



### **Basic Needs Resources**

### ridgewater.edu/basicneeds

**CREATE ACCOUNT** 

• We help students meet basic living needs in challenging times.

- Food: Warrior Pantry
- HousingChildcare

- Physical/mental health
- Technology access
  - Transportation
  - Community services

### Contact:

Mark Taylor • 320-222-6932 mark.taylor@ridgewater.edu

Unexpected bills

Willmar: Room A145b, M, T, W, F Hutchinson: Room 327A, Thursdays



Scholarships - Ridgewater Foundation

- dation ridgewater.edu/scholarships
- Scholarships offer free financial support for college
- Awards may be based on need, academics, programs, etc.
- \$395,000+ awarded to Ridgewater students annually

### Scholarship Application Deadlines:

- June 1 for Fall Semester Awards
- November 1 for Spring Semester Awards

### Contact:

Stephenie Jimenez • 320-222-6095 stephenie.jimenez@ridgewater.edu Hutchinson: Room 217, Tuesdays Willmar: Room A145, M, T, TH, F





MAKE APPOINTMENT ON STARFISH

Elisabeth Mumford • 320-234-8650

elisabeth.mumford@ridgewater.edu

Hutchinson: Room 128 or Zoom

Take what you need, leave what you can.

- Hutchinson: Commons, Room 307
- Willmar: Building A, Room A244



- Books: Online order for home delivery or pick-up on campus
- Supplies
- Book buyback and rental returns

BOOKSTORE HOURS Monday - Friday 7:45 am - 3:30 pm



- Food, snacks and beverages
- Graduation cap and gown
- College apparel and gear
- Novelty items

- Buy textbooks online at www.ridgewaterbookstore.com.
- Ordering begins two weeks prior to classes.
- Options include new, used, rental, and e-books.
- Orders may be shipped to you by UPS or may be picked up at the Hutchinson or Willmar campus stores
- Picture ID required.

PAYMENT

### 💭 ORDER BOOKS & MORE

Charge to credit card or pay cash

> Charge books against financial aid, an agency or PSEO funds

OPTIONS (If charging against financial aid, you can still order early. Enter a credit card in case aid does not cover all charges.)

### 2025 Fall Semester Key Bookstore Dates

Online book sales begin	August 9
Classes begin	August 25
Last day to add/drop classes	August 29
Last day to return books for full credit	August 29
Final day to charge books to financial aid	August 29
Bookstore book buyback	December 15-19
Fall rental & PSEO book return deadline	e December 19

#### Returns

- Must have receipts and books must be in original condition, including intact plastic wraps.
- Access codes cannot be returned if scratched.

#### **PSEO Book Returns**

• PSEO Students: If you miss the return deadline, you will be charged.

NOTE: All students who have met one of the tuition and fee payment requirements and are registered for at least one Ridgewater credit may charge their books online.

#### **Contacts:**

Hutchinson: 320-234-8524 bookstore@ridgewater.edu Commons, Room 205

Willmar: 320-222-5590 bookstore@ridgewater.edu Student Services Building A, Room A100

### 2026 Spring Semester Key Dates

Online book sales begin	December 27	7
Classes begin	January 12	2
Last day to add/drop classes	January 16	5
Last day to return books for full credit	January 16	5
Final day to charge books to financial aid		
Bookstore book buyback	May 11-15	5
Spring rental & PSEO book return dead	lline May 15	5

Find the Summer key Bookstore dates on the Ridgewater website.

ridgewater.edu/bookstore





- Frequent events, such as:
  - Grocery Bingo
  - Online contests
  - Game nights
- Clubs and interest groups
- Division III athletics

### Contacts:

Hutchinson: Heather Marcus • 320-234-8562 heather.marcus@ridgewater.edu • Room 327B

- Recreational sports
- On-campus disc golf
- Student Senate
- Fitness centers
- Phi Theta Kappa Honor Society
- Theater

### ridgewaterathletics.com

Student attendance is FREE for Warrior sports and theater events with your Warrior Card.

### Follow Ridgewater on Social Media

Stay current with your college, program, and student life fun opportunities!



Snapchat, Hutchinson: snapchat.com/add/ridgewater-h Willmar: snapchat.com/add/ridgewater-w

Willmar: Angela Haas • 320-222-5643

angela.haas@ridgewater.edu · Room A211



### Campus Maps (ridgewater.edu bottom of home page

Hutchinson Parking

🕞 Willmar Parking

Hutchinson Campus 😯 Willmar Campus

Parking permits not required.



