

THE COLLEGE AT
MID-AMERICA



NEW STUDENT ORIENTATION
FALL 2022

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A letter from the *Director*



Dear Student,

Welcome to Mid-America! I'm eager to let you know about the various ways the Student Life Office provides assistance for you and your family as you begin the journey as a student. We offer help in finding employment, locating health care providers, as well as providing aid for financial, clothing, and furniture needs.

Looking for a job? We receive frequent notifications about job openings in the area from local businesses looking for Mid-America students. We post job openings in the Employment Resources section of MYMABTS on mabts.edu and in a weekly announcement email called The Advisor. Be sure to check your student email account every Monday afternoon to see this information.

Looking for a doctor/dentist? Our office has a bulletin board with a list of doctors and dentists posted. Many of the physicians and dentists on the list give a helpful discount to Mid-America students. You can request a PDF copy of this list by emailing studentlife@mabts.edu.

In need of clothing? A clothes closet with free men's, women's, and children's clothing is located at the Mid-America Student Housing (MASH) Community Building. Drop by anytime during regular business hours.

We are looking forward to getting to know you and your family better! If there is anything the Student Life Office can do to assist you, please contact me or email studentlife@mabts.edu.

Serving Together,

Pastor Nick Brown, Director of Student Life

nbrown@mabts.edu | c. 901-304-9979



Connecting at Mid-America

To access your Mid-America email address:

- Go to outlook.office.com
- Enter your StudentID@mabts.edu as username and PIN as password
- For tech support, call 901-751-3057 or email helpdesk@mabts.edu

Please note: You should check your student email daily. This is the primary mode of contact between students & Mid-America personnel. You may also forward this account to another email account which you check more frequently.

To receive text messages from the school:

- Login at <https://mabtssonis.jenzabarcloud.com>
- Click on “Update Bio” in the upper right-hand corner
- Make sure that your correct cell phone number is entered and you have selected your cell provider from the drop-down menu
- If you do not see your cell provider listed, please contact the Student Life office.
- Check the box that says “Text Me Flag”
- Click “Submit” at the bottom of the page to update your changes

Accessing your *online classes*

Accessing your online classes in Moodle:

- Go to <https://midamericaondemand.remote-learner.net>
 - Log in using your Student ID and PIN
 - The letters in your Student ID must be lowercase for Moodle
- You can also access Moodle through mabts.edu
- Click on "MYMABTS" and then click the Moodle link in the left-hand column

If you are unable to login, contact the IT Help Desk at helpdesk@mabts.edu.

Accessing *Grammarly*

Mid-America provides free Grammarly premium for all students!

- Check your student email the first few weeks of class for an email invitation from Grammarly
 - The email may arrive in your spam folder
- Follow the prompts in the email to set up your free Grammarly premium account

For password issues, go to support.grammarly.com. For other issues, contact studentlife@mabts.edu.

Quick Reference

- **Registrar**

- Registration instructions mabts.edu/online-registration-instructions/
- Add/drop tdegeorge@mabts.edu
- PowerUp registrar@mabts.edu
- Transfer courses tdegeorge@mabts.edu
- Transcripts mabts.edu/transcript-request-form/
- Loan deferments tdegeorge@mabts.edu

- **Business Office**

- Tuition and Payment adickenson@mabts.edu
- Scholarships financialaid@mabts.edu

- **Student Life**

- Grammarly studentlife@mabts.edu
- Housing studentlife@mabts.edu
- Go!Program studentlife@mabts.edu

- **IT**

- Email Login helpdesk@mabts.edu
- Sonis helpdesk@mabts.edu
- Moodle helpdesk@mabts.edu

- **Grades/Syllabi**

- Unavailable grades due to survey rmclain@mabts.edu
- Course syllabi not loaded contact professor

- **Library**

- Online login library@mabts.edu

Business Office

Dear Student,

The Business Office would like to personally welcome you to Mid-America! We consider it a privilege to minister to you, and we are praying for you as you begin this journey.

Payment is considered part of registration. SONIS student accounts must be paid in full, or a Nelnet payment plan must be in place before registration ends. A \$100 Late Registration Fee will be assessed for those missing the deadline. This Late Registration Fee is applicable for all registration periods during your time here.

Cash or check will be accepted for full payments made to the Business Office. You may also pay your account in full through your Sonis student account using a credit or debit card.

Mid-America uses Nelnet to handle our payment plans. Monthly payments can be made using a checking or credit card account. Please note your agreement with Nelnet is only valid for one semester. You must enroll in the Nelnet payment plan or pay in full each semester.

Churches, organizations, or sponsors making payments on your behalf must complete a Third-Party Confirmation form to receive an invoice. This form must be received in our Business Office at least one week before registering for classes. Please be advised failure to do so will delay your registration and may result in additional fees. To verify changes or expiration, this confirmation must be completed annually.

Before classes begin, students may drop or add classes without cost.

Once classes start, tuition is non-refundable and Nelnet payments must be continued throughout the contract. In addition, a \$5 schedule change fee will be assessed.

We are aware unique financial situations arise in the lives of Mid-America families, and we are committed to helping you through those situations. However, continued enrollment requires consistent financial integrity, including acceptable credit standing. You are expected to be prompt and faithful in payment of all tuition and fees to Mid-America.

We in the Business Office look forward to being a helpful part of your education experience.

Randy Redd, PhD, Vice President for Finance and Operations | CFO
Director of Financial Aid

Jessica Tate, Assistant Director of Financial Aid
jtate@mabts.edu | 901-751-3043

Alicia Dickenson, Accounts Receivable Coordinator
adickenson@mabts.edu | 901-751-3038

Katie Glass, Financial Aid Assistant
financialaid@mabts.edu | 901-751-3039

Business Office Services

- Receipt of Tuition Payments
- Third-Party Invoicing
- Preparing End of Year Tax Form 1098-T
- Complimentary Notary Service

2022-23 *Tuition & Fees*

\$335 per credit hour

Classes	Hours	Tuition	Tuition + Student Fee
1	3	\$1,005	\$1,255
2	6	\$2,010	\$2,260
3	9	\$3,015	\$3,265
4	12	\$4,020	\$4,270
5	15	\$5,025	\$5,275

Additional Fees

- Student Fee: \$250
- Returned Check: \$40
- Audit Course: \$50
- Late Registration: \$100

Important Information

- Payment may be made in full or in installments with a Nelnet payment plan.
- Check your Mid-America email regularly. It is our primary method of communication with you.
- Students who have a church, organization or sponsor making tuition payments on their behalf must ensure the Third-Party Confirmation form is completed on an annual basis prior to registration.

Nelnet Payment Plans

Payment Methods

- Automatic bank payment (ACH)
- Credit or debit card (additional service fee)

Note: All down payments and enrollment fees are processed immediately.

Cost to Participate

- \$25 non-refundable enrollment fee per semester
- \$30 returned payment fee

How to Enroll in a Payment Plan

- Login to SonisWeb at <https://mabtssonis.jenzabarcloud.com>
- Select Financial
- Select the Billing tab
- Verify current school year and semester
- Review charges, then select link to access Nelnet

Fall 2022 Payment Plans

Plan Deadline	Down Payment	Payments	Payment Dates
July 15	none	5	July-Nov 20th
July 22	20%	4	Aug-Nov 5th
Aug 5	20%	4	Aug-Nov 20th
Aug 10	25%	3	Sept-Nov 5th

Fall 2022 Nelnet Plans will be available starting July 5, 2022 at 8 AM CST. For more information, go to www.MyCollegePaymentPlan.com/midamerica or call Nelnet at 800.609.8056

Office of *Financial Aid*

- Students seeking financial aid assistance must contact Financial Aid at financialaid@mabts.edu each semester prior to registration.
 - If you received a scholarship award, please email Financial Aid as soon as you complete registration each semester. Your award will be posted to your account at that time. Then you will make payment arrangements.
 - Scholarship recipients must confirm the scholarship appears on their student account in Sonis prior to setting up a payment plan in Nelnet. If you were awarded a scholarship and it does not appear on your SONIS student account, please email Financial Aid.
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Jessica Tate, Assistant Director of Financial Aid
jtate@mabts.edu | 901.751.3043

Katie Glass, Financial Aid Assistant
financialaid@mabts.edu | 901.751.3039

Office of the *Registrar*

Welcome to the Registrar's office! We are excited that you've joined the Mid-America family.

The registrar's office is happy to help you with...

- Transfer credits
- Transcripts
- Registration
- Schedule changes (add/drops)
- Degree paths
- Loan deferment paperwork

Call or email us any time. We want to ensure your success at Mid-America!

Rose Mink, Registrar

registrar@mabts.edu

Teri DeGeorge, Assistant to the Registrar

tdegeorge@mabts.edu

Power Up

Power Up is an online, 8-week class designed specifically to set you up for success in your academic studies. You will study the principles of effective writing and learn how to plan, organize, write, edit, and revise your papers. As a new student, you are required to take Power Up. The class is free and pass/fail, but you must complete it within your first year of studies. When you register for classes, you will see this option as GE1000 Power Up. Your professors will love it if you apply what you learn in Power Up in your classes!

Mid-America *Pre-Test*

As a new student, you are required to take part in our assessment tool before you can register for your first semester of classes. This tool is online and consists of 50 multiple choice questions and is based on the material common to every course of study here at Mid-America. There is no studying required, and whatever you receive will not impact your GPA. In fact, we prefer that you do not study so we get an accurate assessment of your base of knowledge before you enter your undergraduate or graduate program. This assessment allows us as a school to determine how effective our classes are in training and equipping students. At the conclusion of your studies, you will take a post-test to see how your base of knowledge has expanded.

Pre-Test

Instructions

- Go to mabts.edu
- Click on “MYMABTS” in the upper right-hand corner
- Click on “Moodle” in the left-hand column under Related Links
- Login using your Student ID and PIN
 - The letters in your Student ID must be lowercase
- Click on “My Courses”
- Click on the course “CAMA Pre-Test (Fall 2022)”
- Click on the College at Mid-America Pre-test
- Click “Attempt Quiz Now”
- Complete the test
- Click Submit
- Scroll to the bottom of the summary page and click “Submit All and Finish”
- On the pop-up window, click “Submit All and Finish”
- Congratulations, you’ve completed the pre-test!

Tips for using *Sonis*

Your Sonis page is the source of much information that you will need throughout the semester. Here are a few tips to help you get the most out of your Sonis account:

- You may reach your Sonis page at <https://mabtssonis.jenzabarcloud.com>. Once there, you'll choose "Student" and put in your ID and PIN. Your bio page will appear.
 - Your Advisor's name is in the upper right-hand corner under "Enrollment information." Clicking on his or her name will take you to his or her email address.
 - This page contains three course sections. The first section lists transfer courses, the next section lists completed courses with grades, and the final section lists your current courses.
- The menu on the left contains four tabs.
 - Under General, choose 1098T when you get ready to file your taxes. The Business Office will send out a notice to let you know when those forms are available.

- Under Financial, you will see the current semester's charges and credits, including scholarships.
 - The Nelnet link below the balance may be used until the last day of registration to set up a payment plan. After that date, go to the Custom tab to pay in full.
 - The Ledger tab will give you the same information but will include ALL semesters attended.
- The Academics tab contains a great deal of information. You may view your attendance records for each class under the Attendance tab and any holds you have under the Holds tab.
- The most useful tab is Schedule. Here you may view your courses with times and room numbers.
 - Clicking on the course NUMBER will take you to the professor's course page, which contains a syllabus link.
 - Clicking on the "clipboard" will take you to the forum.
 - Clicking on the red asterisks will show your GRADES thus far.
- Go to the Registration tab to register for classes.

Registering for Classes

Go to <https://www.mabts.edu/online-registration-instructions/> for registration instructions. For easy access to the registration instructions, copy the underlined link above and paste it into your browser.

Church Relations

The Church Relations Office serves as the liaison for churches and students regarding ministerial placement.

To access current ministerial positions:

- Go to www.mabts.edu
- Click on the dropdown menu in the top right-hand corner
- Click on Student Life
- Scroll down to the Career Services link
- Click the link to view ministerial job openings



The Church Relations Office is here to help you!

Elizabeth Frizzell, Academic Assistant

efrizzell@mabts.edu | 901.751.3070

Library

Library Hours

Monday: 8:00 AM - 8:00 PM

Tuesday: 8:00 AM - 8:00 PM

Wednesday: 8:00 AM - 4:30 PM

Thursday: 8:00 AM - 8:00 PM

Friday: 8:00 AM - 4:30 PM

Saturday: 8:00 AM - 12:00 PM

Sunday: CLOSED



Library Policies

- Please keep cell phones on silent or vibrate.
- If you are listening to videos online, please wear earbuds or headphones.
- Drinks with lids are permitted anywhere in the library.
- Food is allowed in the designated lobby area ONLY.

Off-Campus eBooks

- Go to mabts.edu/library and select "EBSCO E-Book Database" from the left-hand column
- Login with your student ID and password. For help, please contact the IT Helpdesk at helpdesk@mabts.edu.

Mid-America *Bookstore*

T-Shirts | Hoodies | Mugs | Hats
Snacks | Coffee | Drinks | Candy | and more!

Bookstore Hours

Monday: 1:00PM - 7:00PM

Tuesday: 8:00 AM - 4:00 PM

Wednesday: 8:00 AM - 3:00 PM

Thursday: 8:00 AM - 4:00 PM

Come see us **on campus** or **online** at
shopmidamerica.merchorders.com!

Tranae Newsome, Bookstore Manager

BManager@mabts.edu | 901-751-3082

Robin Robinson, Bookstore Associate

BManager@mabts.edu | 901-751-3082

The Mid-America *Women's Institute*

Dear Mid-America Ladies,

It is our pleasure to invite you to participate in classes designed just for you at Mid- America Baptist Theological Seminary! We offer non-credit classes to student wives, alumni wives, and female students in areas of ministry that we feel will help prepare you for your days ahead.

Please do not miss this opportunity to train and discipline yourself spiritually as you prepare to head out into the field of ministry. God calls us to study to show ourselves approved as unashamed workers for Him. We want to help you do that!

Classes are held on Monday nights from 6-8 PM in L-108. Child care is provided by reservation only. The cost per term is \$30 and includes all materials for the class. We look forward to meeting you soon!

Lee Ann Spradlin and Susan Thompson
Co-Directors of The Women's Institute



Nursery

Dear Parents,

Let me take this opportunity to welcome your family to Mid-America Baptist Theological Seminary. We are so glad the Lord has led you here to grow and learn with us. May the Lord bless you and your family as you become familiar with the campus and meet friends that will journey with you for a time.

The Mid-America Nursery hopes to be a part of this journey with you. We provide childcare for ages 6 weeks through 10 years during the Monday evening Women's Institute classes and other special events during the year. We look forward to ministering to your family during your time at Mid-America!

Feel free to contact us or come by and meet our childcare staff. We will be happy to answer any questions and to show you around the nursery. We look forward to serving you soon!

Hannah Rogers, Nursery Coordinator

nursery@mabts.edu

Mid-America

Student Housing

Student Housing is located adjacent to the main campus at 1975 E. Beaman Circle, just west of the Appling Road and Goodlett Farms intersection. MASH contains 144 apartments, a community building, playground, and multi-purpose recreational field. The apartments are available in four options: apartments, dormitories, commuter units, and missionary apartments. Payment for apartments and dormitories is not included in Mid-America student tuition. Please consult the 2022-23 Student Handbook to learn more about MASH.

Apartments

The beautiful apartments at MASH can be rented by one or more undergraduate, master, or doctoral level students at the rates shown below. Furniture and utility costs are not included. All apartments include a washer, dryer, refrigerator, dishwasher, and disposal.

Apartment Rates (Beginning May 1, 2022)

\$612/month – 1 bedroom, bath, kitchen, and living area

\$716/month – 2 bedrooms, 2 baths, kitchen, and living area

\$800/month – 3 bedrooms, 2 baths, kitchen, and living area

Married couples and single students are greatly encouraged to live in MASH. Student housing is both affordable and conveniently located next to Mid-America. Single students may choose to live alone or choose other single roommates that are students of Mid-America.

Residents with Children

Married or single students with children are welcome to live in MASH. All family units must have at least one student enrolled in classes (at least one course) per semester. The apartments are zoned for Shelby County Schools, which consist of Dexter Elementary, Dexter Middle, and Cordova High. There are also many private Christian schools in the area and an active homeschool network.

Dorms

MASH offers affordable male and female dorm rooms for undergraduate students. Some exceptions may apply for master and doctoral level students. MASH does not offer coed dorms. All associate and bachelor level students are encouraged to live in the dorms. The expectations of students living in the dorms are as follows: single, no children, and 18-24 years of age (some exceptions may apply).

Each dorm consists of three individual bedrooms and two bathrooms. These three-bedroom units contain one master bedroom and two single bedrooms. Residents renting the master bedroom will utilize a private bathroom connected directly to the master bedroom. Residents living in a single bedroom will utilize a shared bathroom with easy access in the adjoining hallway. Dorm units will not house more than three students at a time.

Students living in the dorms have their own bedroom, but they will share a kitchen, appliances, and living spaces. Each unit includes a full-size washer, dryer, refrigerator, dishwasher, and disposal. The dorm rates also include furniture and utility costs. Internet and cable are not provided.

Dorm Rates (Beginning May 1, 2022)

\$362/month – single bedroom/shared bathroom

\$382/month – master bedroom/private bathroom

Commuter Residents

MASH has two apartment units dedicated for short-term housing for PhD or DMin students, prospective students, guests of Mid-America, and visiting faculty. These units are fully furnished and are available for rent per night. Please contact the office of Student Life for details on rates and availability by emailing studentlife@mabts.edu.

Leases

Degree-seeking students must sign a 10-12-month lease based on the academic year (beginning in August). Students who start classes in the Spring semester will need to sign a 5-7-month lease and then renew a 10-12-month lease on schedule with other academic year students in order to live in MASH. Residents of MASH must keep their rental account current. If a student or resident fails to make their monthly rent payment(s), they will be given notice to pay their rent in full or face consequences up to a 30-day notice to vacate the premises.

Registration Reminder

Students who have an outstanding balance regarding their MASH rent will not be allowed to register for future classes until the rent balance is current and approval is provided from the MASH office to the Mid-America registrar's office. MASH status impacts graduation: residents must settle their housing accounts to be eligible to graduate. In the event a student owes rent, fees, or other charges for student housing, he or she will not receive a diploma or graduate until their outstanding balance is paid in full.

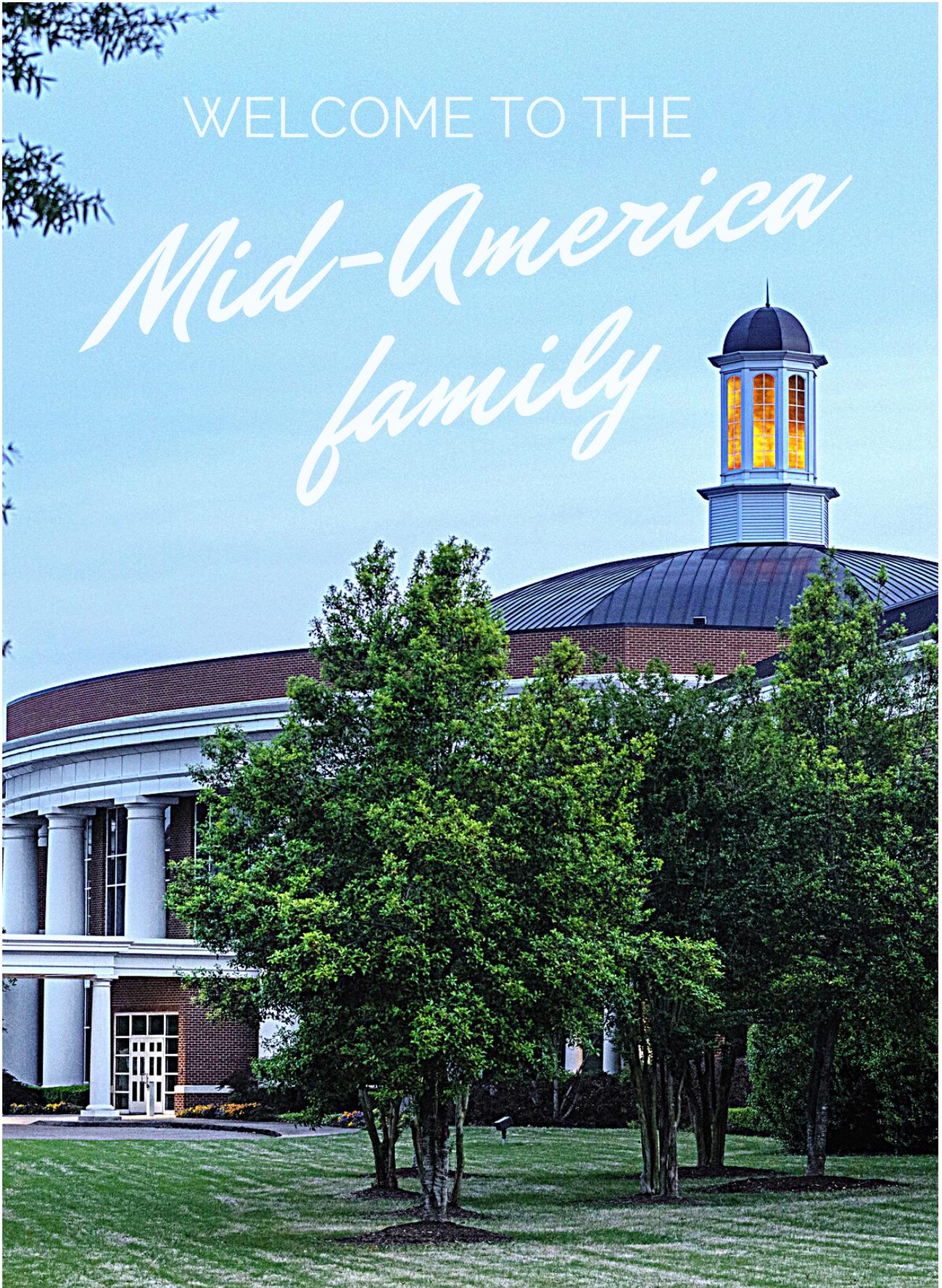
Graduation

Upon graduating from MABTS or CAMA, residents of MASH will be given 60 days to vacate the premises or sign a new lease with MASH (depending on availability). Graduates planning to move out must submit a 30-day written notice to the Housing Office by the first of the month at least one month prior to moving out. Residents must fill out a housing extension form to request to stay in MASH more than 60 days past graduation and return it to the Student Life office to be reviewed for approval.



WELCOME TO THE

*Mid-America
family*



**2095 APPLING ROAD
CORDOVA, TN 38016
MABTS.EDU | 901-751-8453**