

Graduate Student Resources



Prepared by: Maren Simon

Graduate College

120 McFall Center

Bowling Green, OH 43403

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Contact List

Office/Department	Location	Phone
Graduate College	110 McFall Center	(419)-372-2791
Office of the Bursar	227 Bowen-Thompson Student Union	(419)-372-2815
Accessibility Services	38 College Park Office Building	(419)-372-8495
BGSU Police	College Park	(419)-372-2346
BG 1 Card Office	Bowen-Thompson Student Union	(419)-372-2741
Career Center	225 Bowen-Thompson Student Union	(419)-372-2356
Counseling Center	104 College Park Office Building	(419)-372-2081
Falcon Health Center	838 E. Wooster St.	(419)-372-2271
International Programs & Partnerships	301 University Hall	(419)-372-2247
Nontraditional & Military Student Services	16 College Park Building	(419)-372-8136
The Office of Registration and Records	1851 N. Research Dr.	(419)-372-8441
Student Employment Services	225 Bowen-Thompson Student Union	(419)-372-2865
TRIO Student Support Services	292 Hayes Hall	(419)-372-2677
Student Financial Aid	227 Bowen-Thompson Student Union	(419)-372-2651
Division of Student Affairs	120 McFall Center	(419)-372-2147
Student Legal Services	14 College Park Office Building	(419)-372-2951
LGBTQ+ Resource Center	427 Bowen-Thompson Student Union	(419)-372-2642
University Libraries/Jerome Library	1001 E. Wooster St.	(419)-372-2051
Office of Multicultural Affairs	401 Bowen-Thompson Student Union	(419)-372-2642
Parking Services	001 College Park	(419)-372-2776
Payroll Office	1851 N. Research Dr.	(419)-372-2201
PNC Bank at BGSU	Bowen-Thompson Student Union 1 st Floor	(419)-353-4090
College of Arts & Sciences	374 Central Hall	(419)-372-2015
College of Education & Human Development	444 Education Building	(419)-372-7401
College of Musical Arts	1031 Moore Musical Arts Center	(419)-372-2181
College of Business Administration	120A Maurer Center	(419)-372-6874
College of Health & Human Services	104 Health and Human Services	(419)-372-8242
College of Technology, Architecture and Applied Engineering	102 Technology Building	(419)-372-7581
Off-Campus Resources	Location	Phone
City of Bowling Green Police	175 W. Wooster St.	(419)-352-2571 or 911 (Emergency)
Children's Resource Center	1045 Klotz Rd.	(419)-352-7588
BG Municipal Utilities	304 N. Church St.	(419)-354-6246
Harbor Wood County	1010 N. Prospect	(419)-352-5387
Wood County Hospital	950 W. Wooster St.	(419)-354-8900
Wood County Job & Family Services	1928 Gypsy Lane Rd.	(419)-352-7566
Wood County Zepf Center	541 W. Wooster St. 3 rd Floor	(419)-373-6561

Graduate Assistantships

Available Graduate Assistantships

- To view currently available graduate assistantships - <https://www.bgsu.edu/graduate/graduate-assistantships/available-graduate-assistantships.html>

Graduate Assistant Policies

- Graduate Assistant Policies consists of academic standards for graduate assistantship positions, compensation and scholarship definitions and policies, contracting policies, and position descriptions.
- To access Graduate Assistant Policies – <https://www.bgsu.edu/graduate/graduate-assistantships/college-assistantship-policies.html>

Statement of Understanding (SOU)

- To access the current Graduate College Statement of Understanding, visit the BGSU Graduate College Website, then click on *Graduate Assistant and Tuition Scholarship Information*.
- To view – <https://www.bgsu.edu/content/dam/BGSU/graduate-college/doc/Assistantships/2022-2023%20Graduate-College-Statement-of-Understanding.pdf>

Graduate Assistant and Tuition Scholarship Information

- To access Graduate Student Tuition Scholarship (GSTS) Terms and Conditions - <https://www.bgsu.edu/content/dam/BGSU/graduate-college/doc/Assistantships/Scholarship%20Terms%20and%20Conditions%20FY23.pdf>
- To access Tuition Information - <https://www.bgsu.edu/bursar/tuition-and-fees.html#tuition>

Student Employment Services

- Employment paperwork for all graduate assistantships is completed through Student Employment Services

Pay Schedule

- Graduate assistants are paid on a bi-weekly basis with initial pay dates dependent on the start date listed on the student's graduate assistantship contract. To access the Graduate Assistant Pay Schedule – <https://www.bgsu.edu/content/dam/BGSU/graduate-college/doc/Assistantships/2022-2023-Bi-Weekly-Pay-Schedule-.pdf>

Working with your Supervisor

- Communicate with your supervisor regarding your schedule, scheduling changes, what is expected of you and what roles you will serve, as well as any questions you have regarding your position or training needed.
- Inquire as to what the office dress code is. What are the expectations for professionalism?
- When confronted with a problem, approach your supervisor and communicate clearly.
- Develop positive rapport within the department and other offices on campus.

Family Educational Rights and Privacy Act (FERPA)

- To access information regarding FERPA and its regulations – <https://www.bgsu.edu/student-affairs/ferpa.html>

Graduate College Policies

- To access current University Policies – <https://www.bgsu.edu/general-counsel/university-policies.html>
- To access the current Graduate Catalog – <https://www.bgsu.edu/graduate/catalogs-and-policies/2021-22-Graduate-Catalog.html>
- To access the Academic Calendar - <https://www.bgsu.edu/registration-records/academic-calendars.html>

Theses & Dissertations

Thesis/Dissertation Handbook

- To access the Thesis/Dissertation Handbook - <https://www.bgsu.edu/graduate/thesis-and-dissertations/thesis-dissertation-handbook.html>

Useful Links

- <https://www.bgsu.edu/graduate/thesis-and-dissertations/useful-links.html>

Community Resources

Housing

- Housing information can be found through the [Off-Campus Student Services](#) (OCSS) office and on the [Graduate Student Resources](#) web page.

Shuttle Services/Transportation

- [BGSU Shuttle Routes](#)
 - Off-Campus Green EAST Route stops @ Meijer
- SuperCab – Bowling Green Ohio Taxi – 326 Industrial Pkwy #2, BG, OH 43402. (419)-494-3380
- Enterprise Car Rental - <https://www.bgsu.edu/bg1-plus/EnterpriseVehicleRental.html>
- BGSU Detroit Airport Shuttle - <https://www.bgsu.edu/international-programs-and-partnerships/bgsu-detroit-airport-shuttle.html>

Food/Grocery (Bowling Green, OH)

Local Grocery:

- Kroger Marketplace – 1094 N. Main St. (419)-353-3919
- Walmart Supercenter – 131 W. Gypsy Lane Rd. (419)-352-3776
- ALDI – 1010 S. Main St. (855)-955-2534
- Meijer – 2111 E. Wooster St. (419)-373-8600

Local Food Pantries (Access by referral from social service agency):

- BG Christian Food Pantry – (419)-353-5174
- [First United Methodist Church Food Pantry](#) – (419)-353-0682
- St. Aloysius Church Food Pantry – (419)-352-4195

Childcare

- To access a comprehensive list of child care resources – <https://www.bgsu.edu/students-who-are-parents.html>
- Child care assistance is available through the Ohio Department of Job and Family Services (ODJFS) to graduate students who receive stipends through paid assistantships.
 - All About the Kids Learning Center - 520 Ordway Ave, BG, OH 43402. (419)-353-3898
 - BGSU Child Development Lab – 812 N. College Drive, BG, OH 43402. (419)-353-7407
 - Discovery Kingdom – 1069 Klotz Rd., BG, OH 43402. (419)-728-7014
 - Dunn’s Kiddie Kare – 215 Gorrell Ave., BG, OH 43402. (419)-353-1737
 - FUM Child Learning Center – 1526 E. Wooster St., BG, OH 43402. (419)-352-3612
 - Plan Do and Talk Preschool – 115 E. Oak St., BG, OH 43402. (419)-352-5039
 - Tender Age Daycare Center and Preschool – 1249 Ridgewood Dr., BG, OH 43402. (419)-352-2506
 - Wonderland of Learning Infant and Childcare – 1235 Ridgewood Dr. BG, OH 43402. (419)-354-9500

- Wonderland of Learning School Age Center – 1221 Ridgewood Dr., BG, OH 43402. (419)-354-8160

International Programs & Partnerships

- To access International Programs & Partnerships' website - <https://www.bgsu.edu/international-programs-and-partnerships.html>
- To access students services offered by International Programs & Partnerships - <https://www.bgsu.edu/international-programs-and-partnerships/student-services.html>
 - Services for Current Students - <https://www.bgsu.edu/international-programs-and-partnerships/international-student-services/current-students.html>
- For information on International Student Orientation - <https://www.bgsu.edu/international-programs-and-partnerships/international-student-services/future-students/orientation.html>
- International student employment information - <https://www.bgsu.edu/international-programs-and-partnerships/international-student-services/current-students/student-employment.html>
- BGSU Detroit Airport Shuttle - <https://www.bgsu.edu/international-programs-and-partnerships/bgsu-detroit-airport-shuttle.html>

Bursar/Making a Bill Payment

- To calculate your cost of attendance by semester – <https://www.bgsu.edu/bursar/calculate-your-cost-of-attendance/graduate-calculator.html>
- To make a payment online – <https://www.bgsu.edu/bursar/taking-care-of-your-bill/payment-options.html>
- For information on payment due dates and how to view your bill online – <https://www.bgsu.edu/bursar/online-bill.html>
- For information on how to complete the Financial Responsibility Agreement – <https://www.bgsu.edu/bursar/FRAFAQ.html>

Accessing Canvas through MyBGSU / GRAD 5000

Accessing Canvas

- Click on MyBGSU in the top right hand corner of the BGSU main page - <https://www.bgsu.edu/>.
- Log in using your bgsu username (email with @bgsu.edu) and password. If you are logging into MyBGSU for the first time, you will be asked to set-up 2-step authentication. For instructions on how to set this up, click the following link - <https://www.bgsu.edu/its/support/account/2step.html>
- Once logged in to MyBGSU, click on **Canvas**.

GRAD 5000

- This course prepares newly enrolled students for the academic and professional expectations associated with graduate education, including Graduate College policies and preparation for graduate pedagogy, research, scholarship, and creative work. This is an S/U graded course that is of no charge to graduate students. You can access GRAD 5000 via Canvas.

Miscellaneous

- Bowling Green, Ohio website - <https://www.bgoohio.org/>
- Multicultural Initiatives for Graduate Student Success (MIGSS) - <https://www.bgsu.edu/graduate/campus-resources/MIGSS.html>