



# WELCOME TO OUR SPARTAN FAMILY

The beginning of your journey to becoming a public health professional has started, Congratulations!

Public health professionals play an important role in prevention, education, and research. Your journey will help define who you are and what you will contribute to the field of public health.

## NEW STUDENT CHECKLIST:

- ☐ Once processed, log into your application and accept your admission to obtain your MSU PID and PAN numbers
- ☐ Activate your MSU NetID and e-mail account
- ☐ Watch for communications from your advisor and be responsive
- ☐ Enroll in courses
- ☐ Once enrolled, complete the MPH New Student Online Orientation within D2L prior to the start of your first semester
- ☐ Explore the MPH Student Community within D2L
- ☐ Once textbook information is available, purchase any needed textbooks
- ☐ Follow us on social media



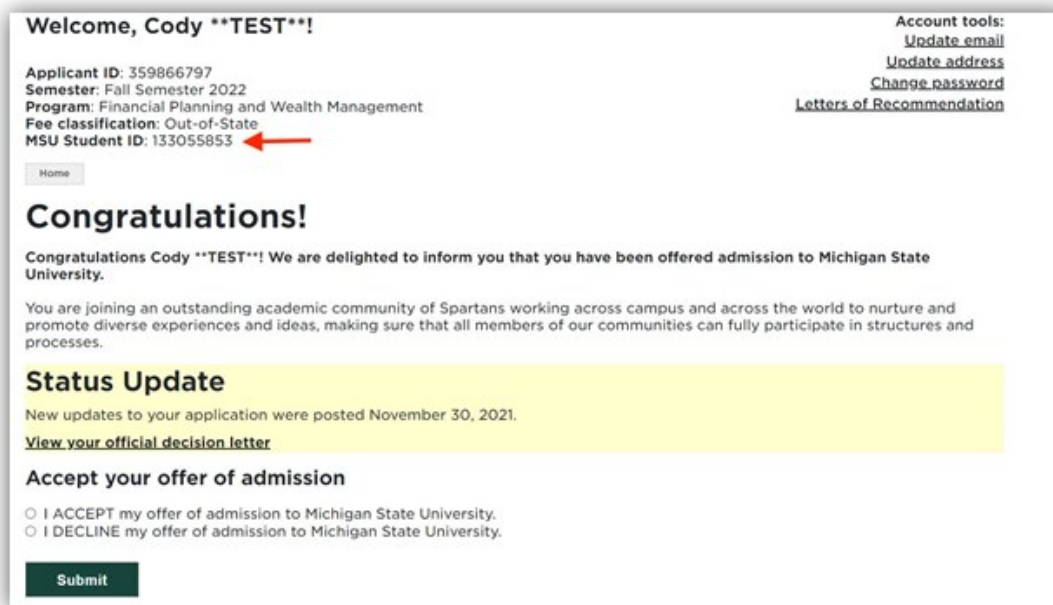
# MSU PID and PAN Numbers

Upon acceptance of our offer, our recommendation for your admission to the MPH program is forwarded to the Office of Admissions where there will be a final review of your admission documents. Should the Office of Admissions approve all paperwork and admit you to graduate study at Michigan State University, you will need to log into your application and accept your admission to MSU under the “Application Status” page. That is where you will find your MSU PID and PAN. This process can take between one and six weeks.

Upon your acceptance of admission to MSU, you will be eligible to enroll in your first MPH courses.

## MSU PID

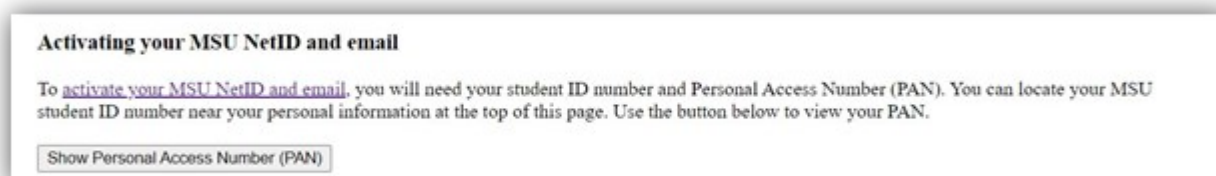
Students can find their MSU PID at the top of the “Application Status” page in the application portal.



The screenshot shows the MSU application portal interface. At the top left, it says "Welcome, Cody \*\*TEST\*\*!". Below this, it lists application details: "Applicant ID: 359866797", "Semester: Fall Semester 2022", "Program: Financial Planning and Wealth Management", "Fee classification: Out-of-State", and "MSU Student ID: 133055853". A red arrow points to the MSU Student ID. On the top right, there are "Account tools" with links for "Update email", "Update address", "Change password", and "Letters of Recommendation". Below the welcome message, there is a "Home" button and a "Congratulations!" section. The congratulations message states: "Congratulations Cody \*\*TEST\*\*! We are delighted to inform you that you have been offered admission to Michigan State University." It then says: "You are joining an outstanding academic community of Spartans working across campus and across the world to nurture and promote diverse experiences and ideas, making sure that all members of our communities can fully participate in structures and processes." Below this is a "Status Update" section with a yellow background, stating: "New updates to your application were posted November 30, 2021." and a link to "View your official decision letter". At the bottom, there is a section titled "Accept your offer of admission" with two radio buttons: "I ACCEPT my offer of admission to Michigan State University." and "I DECLINE my offer of admission to Michigan State University." and a "Submit" button.

## PAN: Personal Access Number

Once the student confirms their acceptance, this information will be sent to Campus Solutions (confirming the student has accepted). Then, Campus Solutions will send information back to the application in order to generate the PAN. The student will receive an e-mail notification to log into their application portal to retrieve their PAN. Students will need to click on Show Personal Access Number (PAN) button to display the 4-digit PAN. <https://netid.msu.edu/student/index.html>



The screenshot shows the "Activating your MSU NetID and email" section. It states: "To [activate your MSU NetID and email](#), you will need your student ID number and Personal Access Number (PAN). You can locate your MSU student ID number near your personal information at the top of this page. Use the button below to view your PAN." Below this text is a button labeled "Show Personal Access Number (PAN)".



## Prior MSU Enrollment

If you have a PID and NetID from previous enrollment at MSU, those will be maintained. Your admission letter will still contain your PID and PAN numbers .

If your prior enrollment at MSU was more than one year ago, you may need to re-activate your NetID. Please try to log in to [student.msu.edu](https://student.msu.edu) with your MSU NetID and password (if you forgot your password, you may reset it by visiting the [Reset Password page](#) of the MSU NetID website). If you find you cannot log in, please contact MSU IT Services at 517-432-6200 to confirm whether you need to re-activate your NetID.

## MSU NetID and E-mail

### MSU NetID Activation

MSU NetIDs are assigned to all current MSU faculty, staff, students (valid up to two years after graduation), and retirees. A MSU NetID is a unique, alphanumeric identifier of two to eight characters and is generated automatically from the user's name. For example, a new student by the name of John Smith may be assigned a NetID of "smith279".

MSU NetIDs provide access to the official MSU e-mail system, Spartan Mail, and many other online services on campus. This access is granted based on users' affiliations.

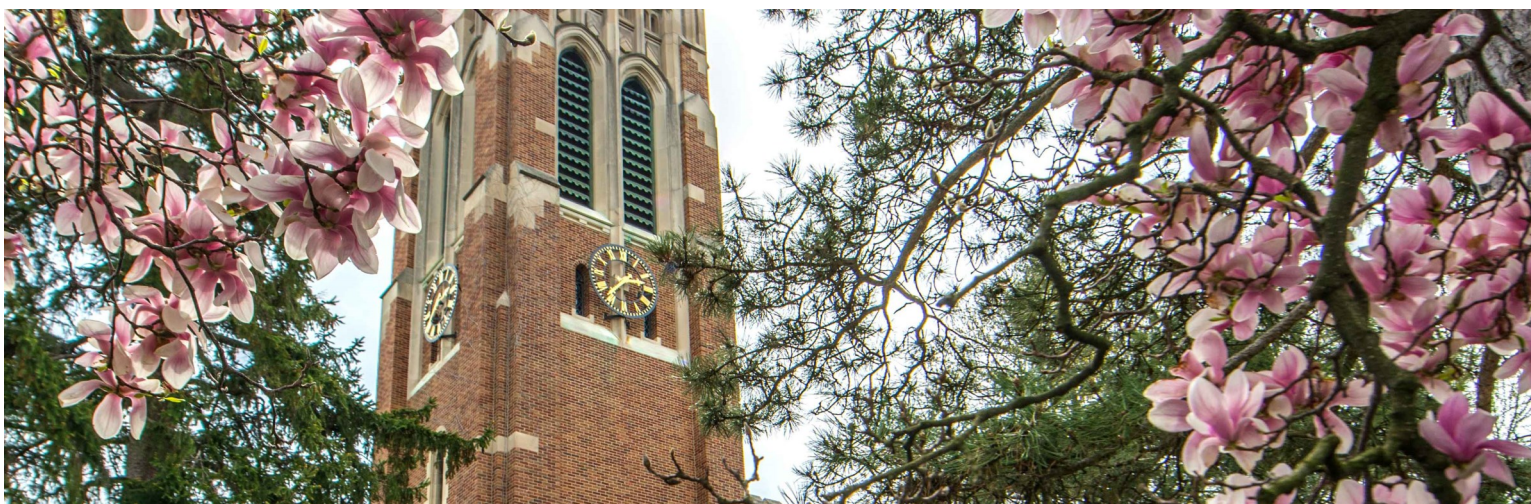
Some of these other services include:

[Library resources](#)

[StuInfo](#) student record and bill pay access

Learning management systems ([D2L](#))

To activate your MSU NetID, please have your PID and PAN numbers ready. Visit the [MSU NetID home page](#), click on the "New Students" box, and follow the directions noted.



## MSU E-mail Account

Your new MSU e-mail will be your NetID followed by @msu.edu. For example, if your MSU NetID is johnso99, your MSU e-mail address will be johnso99@msu.edu.

You will access your MSU e-mail box through [Spartan Mail](#). To log in, you will enter your MSU NetID and the password you created.

Your MSU e-mail is a very valuable resource as it is the only e-mail address the university uses to communicate important university information. Please do not use any other e-mail account when communicating with the university, instructors, advisors, and Master of Public Health staff. We do not recommend having your MSU e-mail forwarded to an external e-mail account.

*\*Please Note:* Your MSU e-mail address and your D2L e-mail are two completely different e-mail boxes. E-mails initiated through D2L will not appear in your MSU e-mail box and vice versa. Please be sure to check both e-mail boxes on a regular basis.

## MPH Advisors

Each student is assigned an advisor at the beginning of their MPH studies. Your advisor will reach out to you via e-mail after admission. Please keep an eye out for their communications and be responsive to them. Your advisor will be one of your most valuable resources during your time as a student.

Your advisor is available to discuss curriculum planning, course offerings, program questions, etc. Advising is offered via e-mail, phone, or Zoom video conferencing. Once your advisor has reached out to you, you may set up an appointment with them through [Booksy](#). Please be sure you select your advisor from the “Services” menu on the left-hand side of the page.

## Enroll in Courses

In order to be eligible to enroll in courses, you must have set up your MSU NetID and e-mail address. It is **HIGHLY RECOMMENDED** you read entirely through the [Enrollment and Registration page](#) of the Registrar’s website.

### MPH Program Requirements and Course Descriptions

You may review the [MPH program requirements, elective offerings, and course descriptions](#) on our website. To view the course description, click on the course number.

### Enroll in Courses

Please visit SIS at [student.msu.edu](https://student.msu.edu) to search for and enroll in courses. Specific instructions, help videos, and student guides can be found at <https://sis.msu.edu/help/enrollment.html>.



## D2L Brightspace Course Management Platform

Michigan State University utilizes the [D2L Brightspace learning management system](#) as the platform for delivering online courses. Within each course space in D2L, students have access to course information, recorded lectures, discussion forums, course assignments, and other resources. Instructors and students interact through discussion forums, chats, e-mail, and Zoom video conferencing.

### D2L Resources

[Videos on How to Navigate D2L](#)  
[Brightspace Learner Community](#)  
[D2L Help](#)

## MPH New Student Online Orientation

The Master of Public Health New Student Online Orientation, accessible in D2L, is intended to provide students with information relevant to their experience in the Master of Public Health program including the expectations of students and resources for students while enrolled in our program. All new students must complete this orientation prior to the start of their first semester. Once a new student has enrolled in courses, MPH Advisors will grant them access to the orientation.

During the orientation, students will become familiar with their rights and responsibilities as a graduate student within the university. They will also become acquainted with the services that will support their educational and personal goals (e.g., library services, informational technology, academic and student services). Students will learn to identify key people in the program, including faculty and support staff, and become familiar with the D2L online platform and its various functions. Finally, it is the aim of the orientation for students to develop a sense of autonomy and ownership of their program goals and academic progress.

Students will have access to this orientation for the remainder of their time with the program.



## Course Textbooks

Textbook information can be found two ways. (1) Each semester, we post a list of textbooks organized by course in the [Students](#) section of our website. (2) Textbook information can be found by searching the course in the Class Search section of [student.msu.edu](http://student.msu.edu).

Many students purchase their books from an online retailer such as Amazon.com, but students can also order their books online from the [Student Book Store](#). There is no retailer students are required to use.

## Follow Us on Social Media!

Please connect with us on Twitter, Facebook, and LinkedIn!



@MSUPubHealth



/MSUPublicHealth



MSU Master of Public Health

## Additional Student Resources

- ♦ Master of Public Health Student Community (Be sure to check out the Resources module)
- ♦ Master of Public Health Student Handbook and Culminating Experience Handbook
- ♦ [Michigan State University Graduate Student Rights and Responsibilities Handbook](#)
- ♦ Master of Public Health Advising ([chm.mph\\_advising@msu.edu](mailto:chm.mph_advising@msu.edu))
- ♦ [College of Human Medicine Student Resolution Advocate](#)
- ♦ [Master of Public Health Website](#)
- ♦ Master of Public Health Program Office (810-600-5601 or [chm.mph\\_geninfo@msu.edu](mailto:chm.mph_geninfo@msu.edu))
- ♦ Michigan State University Office of the Registrar's [Academic Programs Catalog](#)