

LINCOLN LEDGER

THE LINCOLN UNIVERSITY GRADUATE CENTER



VOL. SPRING (112S)

FEBRUARY 6-12, 2012

WEEK 6


URGENT: ALL GRADUATE STUDENTS! CHAIN OF COMMAND!

As in any system, it is important that all parts function together to make the system run efficiently. As an academic system, we need to be certain that we communicate with all parts of the system and that we are aware of how each of the sub-systems work together to comprise the entire system. Here at Lincoln, we pride ourselves in being a system that communicates with all departments and stakeholders and take seriously any breakdown in communicating with one another.

One of the most important components of a system is to know where to go to have your questions and concerns addressed or your complaint heard. In either situation, always go to the source first. That might be the faculty person involved or the administrative office involved! It might be the **department chair or the department director!** If you are not satisfied with the response at this level, or if you do not receive a response, you need to go to the **supervisor** for that person. For academic issues in the **MHS Program**, please see Dr. James Wadley, for **MED/MSR** academic issues the Department Chair is Dr. Admasu Tucho, and for **MSA** academic issues, please see Department Chair, Dr. Oswald Richards. For administrative issues, please contact Jernice Lea at 215.590.8233 or jlea@lincoln.edu. If you have communicated with the correct person and allowed sufficient time to pass (a few days), and you are still not satisfied, it is time to move up the communication chain. We ask that you honor this chain of command as outlined.

Your cooperation is appreciated!

UNIVERSITY IDs!

 If you sat for your University ID on Saturday, January 28, 2012, you can retrieve your ID from personnel in room 415. Please remember that **EVERYONE** should wear/have their University ID while at The Graduate Center! Additionally, know your Student Identification Number which is located on the back-side of your ID Card! Social Security Numbers can no longer be used to identify students! Thank you!

URGENT!!

THE GRADUATE CLASS OF 2012

The **GRADUATION FEE** of \$168.00 should have been charged to your student account! Please check your fall 2011 or spring 2012 bill *or* call the Office of the Bursar at 1 (800) 561-5710 to verify whether or not you were billed the graduation fee of \$168.00. If you were not billed, please mail your payment to Lincoln University in the form of Money Order, Cashier's Check or Credit Card. Thank you!



MHS BLOGGING!!!

Blogging can allow you to “brand” yourself and your expertise in the field of Human Services. Students are encouraged to write a blog that highlights a current issue in the field of Human Services and then publish it electronically. Professor Staci Scott has taken the lead to write a blog and it can be seen at [www.lincolnmhs.blogspot.com!](http://www.lincolnmhs.blogspot.com) After reading her post, you can offer feedback on the blog as well.

If you are interested in blogging for the MHS Program about a current or relevant issue in Human Services, please contact Dr. James Wadley at jwadley@lincoln.edu.

ATT: MSA STUDENTS

The SPSS Training for Capstone students will be held on Saturday, February 11, 2012 at 9:00 a.m. in Room 439.

MSA students, are you interested in a two-week study abroad opportunity in Europe during summer 2012? Please see Dr. Richards for more information.



URGENT: ALL GRADUATE STUDENTS! NOW THAT DROP/ADD HAS ENDED...

Please verify that your name is listed on the official class roster for each class enrolled. If your name does not appear on the roster, please inform your faculty and Jernice immediately! **Students who are contemplating withdrawing from course(s) -- BHS, MED, MSA, MSR, MHS or Pre-Master's -- must complete the necessary paperwork through the Office of Graduate Student Services immediately!** Not withdrawing from your class/es within the given window of time will subject you to financial charges and academic failure. **The last day to officially withdraw without academic penalty is Monday, March 5, 2012.** Please email Jernice at jlea@lincoln.edu or call the office directly at 215.590.8233. If this pertains to you, please do not risk financial or academic jeopardy. Give this matter the attention it deserves!

IMPORTANT DATES

- Feb. 11th MSA SPSS Training Workshop (Room 439)
- Feb. 12th MHS Comprehensive Exams (Re-Test)
- Mar. 5th Last Day to Drop Classes with a “W” (WITHDRAW)
- Mar. 19th Registration Begins for Summer 2012 Semester
- Mar. 31st Summer Financial Aid Application Deadline



**Lincoln University
Office of Career Services (“OCS”)
Presents**



**THE ANNUAL CAREER FAIR
FOR ALL STUDENTS**

**Wednesday, March 21, 2012
12:00 pm to 3:00 pm
Manuel Rivero Hall, Main Gym**

**REASONS FOR STUDENTS TO ATTEND THE
CAREER FAIR**

Over 44 organizations will participate in this year’s Career Fair to identify prospective candidates for internship, co-op, and full-time career positions. This Career Fair will provide students with an opportunity to:

- Learn about career opportunities and research prospective employers
- Identify and/or create employment opportunities (intern/co-op, full-time positions)
- Hone job-hunting skills
- Network and meet hiring managers
- Land a job

**BUSINESS ATTIRE REQUIRED FOR STUDENTS
TO ENTER THE CAREER FAIR**

GUIDE TO CAREER FAIR SUCCESS FOR STUDENTS

- 1. Research companies in advance**
- 2. Allow enough time and plan ahead**
- 3. Have a well written resumé**
- 4. Be courteous, polite and professional to everyone you meet on the day of the career fair.**
- 5. Know your job interests and your qualifications**
- 6. Ask questions and listen**
- 7. Record information in your notebook/portfolio**
- 8. Follow up with every prospective employer you meet**