**Hello New Cardiovascular Sonography Students!**

The following is a list of “things to do” prior to Orientation:

**1) NSU STUDENT EMAIL & SHARKLINK:**

## Students

Your username is automatically generated and assigned to you when you become a new student. Prior to login to any of the NSU systems your need your username, and you are required to setup your account password. Passwords must have:

* A minimum of 8 characters in length.
* Passwords should contain a mix of uppercase letters, lowercase letters, numeric digits, and special characters (at least 3 of the 4 classes).

Student email addresses are in the format of username with the addition of @mynsu.nova.edu domain. (e.g., [username@mynsu.nova.edu](mailto:username@mynsu.nova.edu)).

(Crtl + Click on the following hyperlinks, or type into your browser)

[**RETRIEVE YOUR USERNAME**](https://app.nova.edu/mynsuidentity)    or: https://app.nova.edu/mynsuidentity

[**SET YOUR PASSWORD**](https://reset.nova.edu/) or: https://reset.nova.edu/

Requires a text-enable (SMS) cell phone number or external email provided during the admission process.

If you are not successful in receiving a verification code via SMS or external email, please contact the NSU Help Desk (954) 262-4357 for further assistance with setting your password.

**Sharklink**is the portal to NSU for you the student, with access to most every activity and process.  Login to Sharklink with your NSU email username and password (which is also your Sharklink user name and password):[**https://sharklink.nova.edu/**](https://sharklink.nova.edu/)

**2) HOW TO USE CANVAS:**

**(NOTE: Canvas is the Learning Management System (LMS, or a fancy way to say "software") that we use at NSU to host all of your courses; Online and On-campus, and Clinical externships.  If you have not used Canvas before PLEASE take the time to familiarize yourself with the Student Guide and Student Videos, below.)**

[Canvas Student Guide (Links to an external site.)](https://community.canvaslms.com/docs/DOC-10701)

* **Canvas Student Guide** contains resources to help you become familiar with the basics of Canvas.

[NSU Student Help Desk at Shark IT Service Center (Links to an external site.)](http://www.nova.edu/help/)

* The Shark IT Service Center provides students at Nova Southeastern University with a centralized point of contact for technical support services. Whether the problem is email, online courses, network access, or another technical question, the Help Desk is here to assist and troubleshoot with advanced technical support from the Office of Innovation and Information Technologies (OI2T). A full listing of their Student Support services can be found at:  [http://www.nova.edu/help/.](http://www.nova.edu/help/)

**Canvas Support**

* Canvas Tier 1 support is available 24x7, 365 days a year. For assistance, while in Canvas, **click on the Help icon at the bottom left corner**, under the global menu. You will be able to chat with a Canvas representative by clicking on “Chat with Canvas Support” or you can choose to “Report a Problem,” which will submit a ticket to Canvas Support.

**3) SIGN THE STUDENT ENROLLMENT AGREEMENT:**

**(NOTE: PLEASE do this before Orientation on Monday May 9th!)**

All students at Nova Southeastern University will be required to complete the Student Enrollment Agreement (SEA) each semester. The SEA requires students to agree to NSU standards and policies regarding course registration and withdrawal, financial responsibility, a release of liability, and more. *Please be sure to read this document in its entirety*.

To complete this requirement, log in to [SharkLink (Links to an external site.)](https://eis.nova.edu/authenticationendpoint/login.do?Name=PreLoginRequestProcessor&commonAuthCallerPath=%252Fcas%252Flogin&forceAuth=false&passiveAuth=false&service=https%3A%2F%2Fsharklink.nova.edu%2Fc%2Fportal%2Flogin&tenantDomain=carbon.super&sessionDataKey=f22ecb1e-2263-444d-b645-7cbc56829df4&relyingParty=LuminisPRODPortal-CAS&type=cas&sp=LuminisPRODPortal-CAS&isSaaSApp=false&authenticators=BasicAuthenticator:LOCAL) and select My Academics on the left panel. Next, on the right side, under the I Would Like To section, select Registration - Add/Drop/SEA to read and complete the SEA form online. For questions about the Student Enrollment Agreement, visit [www.nova.edu/registrar (Links to an external site.)](https://www.nova.edu/registrar/index.html) or call the Office of the University Registrar at (954) 262-7200.

**4) MANDATORY STUDENT HEALTH INSURANCE or WAIVER:**

**(NOTE: we will also cover this during our Orientation on Friday May 7th.)**

All NSU students are required to purchase the student health insurance (which is automatically billed to your student account) or submit a waiver application with your existing health insurance information.

To have the fees waived, you will need to [submit your waiver application](https://www.nova.edu/bursar/health-insurance/waiver-information.html)[(Links to an external site.)](https://www.nova.edu/bursar/health-insurance/waiver-information.html" \t "_blank) prior to the waiver deadline.   Our deadline is June 1st, but you can also check the website for the [updated deadline dates for your program (Links to an external site.)](https://www.nova.edu/bursar/health-insurance/mandatory-programs.html).

Once you are enrolled in the student insurance, you will need to [print your benefits card (Links to an external site.)](https://www.nova.edu/bursar/health-insurance/general-info.html) and read your benefits summary.

If you lose your own insurance while you are a student, you can apply for the NSU student insurance within 30 days of losing your own coverage by following the instructions under [Reversing Your Waiver/Electing to Enroll (Links to an external site.)](https://www.nova.edu/bursar/health-insurance/waiver-information.html).

**5) SCHOLARSHIPS & FINANCIAL AID:**

On our [PCHCS Scholarship page (Links to an external site.)](https://healthsciences.nova.edu/studentaffairs/scholarships/scholarships.html), there are several scholarships available only to our students here in the Dr. Pallavi Patel College of Health Care Sciences.  (NOTE: Most of the scholarships with "Changing Lives" in their title are available to students in the Cardiovascular Sonography Program; please read the descriptions carefully prior to applying.)

In addition, NSU's Financial Aid office features a large[list of scholarships(Links to an external site.)](https://www.nova.edu/financialaid/scholarships/index.html) for which you may be eligible.

To [apply for financial aid (Links to an external site.)](https://www.nova.edu/financialaid/apply-for-aid/index.html), you will need to begin by completing the FAFSA.   Before signing for loans, make sure you understand [how the debt will affect you (Links to an external site.)](https://www.nova.edu/financialaid/debt-management/index.html).

For comprehensive information on your financial aid options, please read through all of the [financial aid information(Links to an external site.)](https://www.nova.edu/financialaid/index.html) that the office has to offer, or contact them directly at:

(954) 262-3380  
800-806-3680  
Fax:  (954) 262-3966

[Contact Student Financial Assistance](https://www.nova.edu/financialaid/contactus/index.html)

**6) APPLY FOR YOUR SHARK CARD:**

The NSU Shark Card is the official Nova Southeastern University identification card. All students, faculty, and staff are required to carry the NSU Card for identification purposes. In addition, the card can be used as a library card, for vending machine and copy machine purchases, for meal plans, and for building and parking access on campus. **All students MUST be registered for a class PRIOR to requesting a SharkCard.** Log into [the application](https://www.nova.edu/nsucard/apply/index.html)[(Links to an external site.)](https://www.nova.edu/nsucard/apply/index.html) with your Sharklink (NSU email) username and password. Once you have completed your online application, your Shark Card will be mailed to the address listed on your application in 3-5 business days.  If you need assistance or you have questions, please contact Shark Card Services directly at (954) 262-8929 or email [nsucard@nova.edu](mailto:nsucard@nova.edu).

**7) HPD LIBRARY & OUR EXCELLENT LIBRARIAN ASSIGNED TO THIS PROGRAM:**

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| --- | --- |
|  | **Chloe Hough | 813-574-5385 |**[**chough@nova.edu**](mailto:chough@nova.edu)  Reference Librarian   * [Cardiovascular Sonography Library page (Links to an external site.)](https://nsufl.libguides.com/friendly.php?s=cardio) |

**8) NSU STUDENT POLICIES:**

[NSU Student Affairs and Policies (Links to an external site.)](http://www.nova.edu/studentaffairs/)

The **Student Handbook**is the governing document for all program-related information. Please become familiar with the policies and procedures listed within. Failure to read this handbook does not excuse students from the rules, policies, and procedures contained in it. The NSU Student Handbook can be viewed at the link above, along with much other useful information.

**10) NSU ACCESSIBILITY RESOURCES:**

[Student Disability Services(Links to an external site.)](http://www.nova.edu/disabilityservices/index.html)

* Nova Southeastern University complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 by providing reasonable accommodations for individuals with a documented disability. It is the mission of the Office of Student Disability Services to provide accommodations, support services, and auxiliary aids to qualified students with disabilities to ensure equal and comprehensive access to University programs, services, and campus facilities.

[Canvas Accessibility Resources](https://community.canvaslms.com/docs/DOC-2061)

* The Canvas platform was built using the most modern HTML and CSS technologies, and is committed to W3C's Web Accessibility Initiative and Section 508 guidelines.

**11) NSU STUDENT-RELATED RESOURCES:**

[NSU Bookstore(Links to an external site.)](http://nsubooks.bncollege.com/webapp/wcs/stores/servlet/BNCBHomePage?storeId=10055&catalogId=10001&langId=-1)

* The NSU Bookstore is your official campus bookstore. We stock all of your textbook and reference book needs.

[NSU Libraries(Links to an external site.)](http://www.nova.edu/research/libraries.html)

* Discover the books and resources available at NSU's libraries including the Alvin Sherman Library, one of the largest libraries in Florida.

[NSU Student Resources(Links to an external site.)](http://www.nova.edu/resources/current-students.html)

* One Stop Shop of resources for students currently attending NSU, including academic, financial aid, and scholarship information.

[Tutoring and Testing Center(Links to an external site.)](http://www.nova.edu/tutoring-testing/index.html)

* The Tutoring and Testing Center (TTC) supports the academic progress of all NSU students at the Ft. Lauderdale/Davie campus, at the regional campuses, and online. TTC provides supplemental learning assistance, as well as an array of testing services, in a supportive and professional environment that enhances the ability of all students to meet educational goals, achieve academic excellence, and enhance personal growth.

[Student Academic Success Resources(Links to an external site.)](http://www.nova.edu/yoursuccess/index.html)

* The mission of the Office of Undergraduate Student Success is to provide all Nova Southeastern University undergraduates with programs and services tailored to increase retention and graduation.

**12) ADDITIONAL RESOURCES & LINKS:**

Student Services

* [Alumni (Links to an external site.)](https://www.nova.edu/alumni/index.html): (954) 262-2118
* [Bursar (Links to an external site.)](https://www.nova.edu/bursar/index.html): (954) 262-5200
* [Campus Recreation (Links to an external site.)](https://www.rec.nova.edu/index.html): (954) 262-7301
* [Financial Aid (Links to an external site.)](https://www.nova.edu/financialaid/index.html): (954) 262-3380
* [Health Care Centers (Links to an external site.)](http://www.nova.edu/healthcare/index.html): (954) NSU-CARE (678-2273)
* [Housing (Links to an external site.)](https://www.nova.edu/housing/index.html): (954) 262-7052
* [International Students (Links to an external site.)](https://www.nova.edu/internationalaffairs/students/index.html): (954) 262-7240
* [Orientation (Links to an external site.)](https://healthsciences.nova.edu/studentaffairs/orientation/index.html) Contact Your Program Directly
* [Public Safety (Links to an external site.)](https://www.nova.edu/publicsafety/index.html): (954) 262-8999
* [Registrar (Links to an external site.)](https://www.nova.edu/registrar/index.html): (954) 262-7200
* [Scholarships (Links to an external site.)](https://www.nova.edu/financialaid/scholarships/index.html)
* [SharkLink ID Recovery (Links to an external site.)](https://www.nova.edu/resources/nsuidentity.html): (954) 262-4357
* [Student Affairs Divisions (Links to an external site.)](https://www.nova.edu/studentaffairs/index.html): (954) 262-7280
* [Student Counseling (Links to an external site.)](https://www.nova.edu/healthcare/student-services/student-counseling.html): (954) 424-6911
* [Graduate Student Disability Services](mailto:hpddisabilityservices@nova.edu): (954) 262-1520
* [Undergraduate Student Disability Services (Links to an external site.)](https://www.nova.edu/disabilityservices/index.html): (954) 262-7185
* [Student Employment (Links to an external site.)](https://www.nova.edu/financialaid/employment/index.html): (954) 262-3380
* [Student Health Insurance (Links to an external site.)](https://www.nova.edu/bursar/health-insurance/index.html): (954) 262-4060
* [Student Mediation Services (Links to an external site.)](https://www.nova.edu/studentmediation/index.html): (954) 262-7196
* [Student Medical Center (Links to an external site.)](https://www.nova.edu/smc/index.html): (954) 262-1262
* [Technology (Links to an external site.)](https://www.nova.edu/oiit/index.html): 800-541-NOVA (6682)
* [Veterans' Benefits (Links to an external site.)](https://www.nova.edu/financialaid/veterans/index.html): 800-541-6682, ext. 27236

Academic and Success Resources

* [Calendar (Links to an external site.)](https://www.nova.edu/calendars/index.html)
* [NSU Bookstore (Links to an external site.)](http://www.nova.edu/bookstore/index.html): 800-509-2665
* [Effective Writing Center for HCS Students  (Links to an external site.)](http://nova.campusguides.com/hpdwritingcenter)(954) 262 - 3106[(Links to an external site.)](http://nova.campusguides.com/hpdwritingcenter)
* [Electronic Databases (Links to an external site.)](http://sherman.library.nova.edu/e-library/index.php?action=subject&col=n&cat=med) (954) 262 - 4613
* [Health Professions Writing Support  (Links to an external site.)](http://nova.campusguides.com/writing)(954) 262 - 3106
* [Health Professions Division (HPD) Library  (Links to an external site.)](https://nsufl.libguides.com/hpdlibrary)
* [HPD Catalog Online (Links to an external site.)](https://www.nova.edu/publications/hpd_catalog/index.html)
* [Leave of Absence Request Form (Links to an external site.)](https://healthsciences.nova.edu/forms/loa-request-form.pdf) (PDF)
* [Library Guides and Tutorials (Links to an external site.)](https://nsufl.libguides.com/hpd?b=o&group_id=2341)
* [NSU Libraries (Links to an external site.)](https://www.nova.edu/community/libraries.html): (954) 262-3106
* [Online Writing Resources  (Links to an external site.)](https://www.nova.edu/tutoring-testing/writing-resources.html)
* [Online Writing Tutoring (Links to an external site.)](https://www.nova.edu/tutoring-testing/index.html) (954) 262 - 8350
* [Stress Management and Healthy Lifestyle   (Links to an external site.)](https://www.rec.nova.edu/index.html)[canguita@nova.edu](mailto:wellness@nova.edu)[(Links to an external site.)](https://www.rec.nova.edu/index.html)
* [2018-2019 Student Handbook (Links to an external site.)](https://www.nova.edu/publications/chcs/chcs-student-handbook-2018-2019/) for Health Care Sciences
* [2019-2020 Student Handbook (Links to an external site.)](https://www.nova.edu/publications/chcs/chcs_student_handbook/index.html) for Health Care Sciences
* [Undergraduate Student Catalog (Links to an external site.)](https://www.nova.edu/undergraduatestudies/2019-20_undergraduate_catalog.pdf)

Computing and Technology

* [Get My SharkLink ID  (Links to an external site.)](https://www.nova.edu/resources/nsuidentity.html)(954) 262-4357
* [Help Desk (Links to an external site.)](https://www.nova.edu/help/index.html): 800-541-NOVA (6682) 954-262-4357
* [NSU WebMail (Links to an external site.)](http://sharkmail.nova.edu/)
* [Personal NSU Web Space (Links to an external site.)](http://www.nova.edu/createwebspace/index.html)
* [Canvas](https://nsu.instructure.com/): 800-541-6682, ext. 24357
* [VPN Setup (Links to an external site.)](https://www.nova.edu/oiit/network-operations/vpn/index.html) access private NSU resources from home
* [WebSTAR (Links to an external site.)](http://webstar.nova.edu/)
* [Wireless  (Links to an external site.)](https://www.nova.edu/oiit/network-operations/wireless.html) access to the NSU network