

# MARQUETTE UNIVERSITY

## GRADUATE SCHOOL OF MANAGEMENT

**WELCOME.** Congratulations on your admission to the Graduate School of Management. Visit our Web site at [marquette.edu/gsm](http://marquette.edu/gsm)

Here is some helpful information about the Marquette campus and all of the resources available to you.

### CheckMarq

CheckMarq is your portal to Marquette University. You use CheckMarq to complete your online registration, forward your e-mail, check your book list, change your address and much more. If you have not yet received your username and password, please contact the Information Technology Services help desk at (414) 288-7799. Log in to CheckMarq at [checkmarq.mu.edu](http://checkmarq.mu.edu).

### Desire2Learn E-Learning

Marquette's e-Learning application Desire2Learn (D2L) is a Web-based tool that facilitates and supports online education. Each course at Marquette has its own D2L course site with facilities for interactive communication, secure submission of student assignments to faculty and online quizzes. Student login is at [d2l.mu.edu](http://d2l.mu.edu). Students use the same username and password for D2L as for CheckMarq and EMarq.

### MarquetteCard

The MarquetteCard is your official university ID and passport to life at Marquette. Use it to check out books at the library, access the Rec Plex, enter Straz Hall and everything in between. Learn about how you can use your MarquetteCard at [marquettecard.com](http://marquettecard.com). The MarquetteCard office is located in Union Station in the Alumni Memorial Union at 1442 W. Wisconsin Ave. Call (414) 288-2273 for hours of operation. Your MarquetteCard also can be used to establish a prepaid, stored-value account called MarquetteCASH, which you can use to purchase goods and services at many on- and off-campus places. You can make a deposit to your MarquetteCASH account by credit card over the phone at (414) 288-2273, online at [marquettecard.com](http://marquettecard.com) or at any of the campus value transfer stations.

### Marquette Central

Marquette University has combined services of the Office of the Registrar, Bursar and Student Financial into one office to better serve student needs. When you contact Marquette Central, you will be asked to provide them with your student ID and PIN number (which you can find in your CheckMarq account). You can reach Marquette Central at (414) 288-4000 or [marquette.edu/mucentral](http://marquette.edu/mucentral).

### Textbooks

The Book Marq is Marquette's official textbook store, located at 818 N. 16 St. (on 16th Street between Wells and State streets). You can order books online at [www.marquette.bncollege.com](http://www.marquette.bncollege.com). Questions? Call the Book Marq at (414) 288-7317. Your book list is available on CheckMarq about one month before the start of the term.

### Parking

Marquette's Parking Services office is located in the Wells Street Parking Structure at 1240 W. Wells St. and is open to serve students from 8 a.m. to 4:30 p.m. Monday through Friday. For more information about parking rates, rules and regulations, and to buy your parking pass online, go to [marquette.edu/parking](http://marquette.edu/parking), contact Parking Services via e-mail at [muparking@marquette.edu](mailto:muparking@marquette.edu) or call (414) 288-6911.

#### Tim Hanley

Interim Keyes Dean of Business Administration

#### Dr. David Clark

Executive Associate Dean

#### Dr. Jeanne Simmons

Associate Dean

#### Deb Leutermann

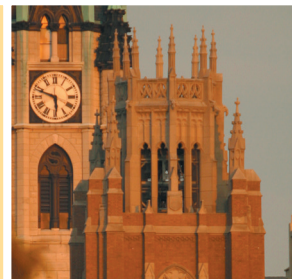
Admissions Coordinator

#### Tim Carter

Graduate Programs Recruiter

#### Connie Knoll

Office Associate



### E-mail access

As a new student, you receive a Marquette e-mail account on eMarq, which is accessible on and off campus on any computer that has Internet access. Your address will be [firstname.lastname@marquette.edu](mailto:firstname.lastname@marquette.edu). You will receive an email from IT Services with your username and password. The email will assist you with setting up your CheckMarq account. You can access your account at [marquette.edu/emarq](http://marquette.edu/emarq). Go to [marquette.edu/its/help](http://marquette.edu/its/help) to change your password; forward the eMarq e-mail account to another account; set up Outlook, Entourage, Eudora or Netscape e-mail clients with eMarq; look up an e-mail address; get help fighting spam; and find answers to your eMarq questions.



## Academic Integrity

In the first term of enrollment, all graduate students must complete the Academic Integrity tutorial no later than the date published in the academic calendar in order to register on a timely basis for the next term. The Academic Integrity tutorial is located in D2L at [D2L.mu.edu](https://D2L.mu.edu).

## Safety

The Marquette Police Department is committed to providing a safe campus environment. They are located on the first floor of the 16th Street Parking Structure at 749 N. 16th Street. The Police Department offers several safety programs, including LIMO services, Safety Patrol Escorts, Blue Light Phones and more. Learn about safety programs and resources at [marquette.edu/mupd](https://marquette.edu/mupd). The non-emergency phone number is (414) 288-6800.

## Alumni Memorial Union

The Alumni Memorial Union is a student favorite for studying, socializing or grabbing a cup of coffee. Located at 1442 W. Wisconsin Ave., the AMU has three food service areas, a game room, ticket sales services, the Spirit shop, the University Information Center, a full-service post office, a bank branch office, two ATM machines, a chapel, meeting rooms, lounges and other facilities that enhance the out-of-classroom experience. Find more information at [marquette.edu/amu](https://marquette.edu/amu).

## Libraries

Marquette's Law Library and the Raynor Memorial Libraries offer more than 1.5 million volumes, hundreds of research databases, computer access and laptops on loan. The libraries have superb staff members who help researchers from around the world. The Law Library is located in Eckstein Hall. The Raynor Memorial Libraries are located at 1355 W. Wisconsin Ave.

Learn about the Raynor Memorial Libraries, including hours of operation, at [marquette.edu/library](https://marquette.edu/library). Learn about the Law Library at [law.marquette.edu](https://law.marquette.edu), then click the Law Library tab.

## IT Services

Information Technology Services provides progressive, reliable solutions and quality technology services. IT Services is headquartered on the second floor of Katharine Reed Cudahy Hall at 1313 W. Wisconsin Ave. Feel free to call the IT Services help desk at (414) 288-7799 or send an e-mail with computer, network or wireless access questions or problems to [helpdesk@marquette.edu](mailto:helpdesk@marquette.edu). Our help desk staff will answer your questions, resolve the problem or direct the issue to the right technology expert. The IT Services Web site, [marquette.edu/its](https://marquette.edu/its), is a wonderful resource for news, CheckMarq assistance and top downloads, including virus protection. The College of Business Administration building is wireless.

## Other online resources

- Graduate School of Management Web site: [marquette.edu/gsm](https://marquette.edu/gsm)
- Graduate Bulletin: [bulletin.marquette.edu/schoolofmanagement](https://bulletin.marquette.edu/schoolofmanagement)
- Office of International Education: [marquette.edu/oiie](https://marquette.edu/oiie)
- Business Career Center: [marquette.edu/business/career-center/](https://marquette.edu/business/career-center/)
- Counseling Center: [marquette.edu/counseling](https://marquette.edu/counseling)
- Dental Clinic: [marquette.edu/dentistry](https://marquette.edu/dentistry)
- Graduate School financial aid: [marquette.edu/grad/financial-aid](https://marquette.edu/grad/financial-aid)
- Need-based aid: [marquette.edu/financialaid/graduate](https://marquette.edu/financialaid/graduate)
- Haggerty Museum of Art: [marquette.edu/haggerty](https://marquette.edu/haggerty)
- Intercultural programs: [marquette.edu/osd/multicultural/index.shtml](https://marquette.edu/osd/multicultural/index.shtml)
- Off-campus housing: [marquette.edu/orl/apartments](https://marquette.edu/orl/apartments)
- Office of the Bursar: [marquette.edu/bursar](https://marquette.edu/bursar)
- Recreational sports facilities: [marquette.edu/recsports/facilities.shtml](https://marquette.edu/recsports/facilities.shtml)
- Union Station: [marquette.edu/amu](https://marquette.edu/amu)
- Campus Ministry (including times and locations of local services for multiple faiths): [marquette.edu/cm](https://marquette.edu/cm)
- Volunteer opportunities (Service Learning): [marquette.edu/servicelearning](https://marquette.edu/servicelearning)
- Kohler Center of Entrepreneurship: [marquette.edu/707-hub/kohler-center.php](https://marquette.edu/707-hub/kohler-center.php)

## Student Health Service and Health Insurance

The Student Health Service is located in the Schroeder Complex lower level at 560 N. 16th St. You can choose from per-semester or per-service rates. **All registered students are required to provide proof of up-to-date immunization records.** You can learn more at [marquette.edu/medical-clinic/](https://marquette.edu/medical-clinic/), by calling (414) 288-7184 or by e-mailing [healthyeagle@marquette.edu](mailto:healthyeagle@marquette.edu).

International students:  
Call for information about the next international student orientation at (414) 288-7289.

### Marquette University Graduate School of Management

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