August 6, 2019 **Events and Deadlines**

This newsletter is distributed to department heads, graduate program directors, graduate program contact staff, and graduate faculty.

**Graduate Program Directors**

**Graduate School Update**

The Graduate School Staff have moved back to Eisenhower Hall. We ask that you be careful entering the building as there is construction in the building on the 2nd and 3rd floors. You will not be allowed to enter those floors until after August 20th. Our office on the 1st floor is now open.

**Fall 2019 Graduate Student Orientation Registration Open**

The Graduate School and other campus support units will host welcome and orientation activities for new graduate students during the week of August 19th. A schedule of sessions and activities and link to a registration form are available on the Graduate School website. Direct email notifications about orientation are sent to incoming graduate students who have accepted a summer or fall 2019 admission offer in CollegeNet. However, to ensure that all students receive this information, graduate programs are encouraged to promote graduate student orientation activities to their new and current graduate students. Please register by August 16. See the Graduate School for the list of sessions.

**Mark Your Calendars for Meetings with the Graduate School**

The Graduate School has dates reserved for upcoming meetings this fall.

- New Graduate Program Directors: **September 13th** 9:30-11:00 a.m., room 121 Eisenhower Hall,
- College Liaison: **October 11th** 2:00-3:30 p.m., room 3042 Business Building
- Graduate Program Update Meeting: **October 22nd** 3:00-5:00 p.m., Town Hall room, Leadership Hall
- New Graduate Faculty Orientation: **November 7th**, 2:30-4:00 p.m., room 121, Eisenhower Hall or **November 8th**, 9:00-10:30 a.m., room 121, Eisenhower Hall. New Graduate Faculty choose one session.

**Graduate Students**
Walk-in ETDR help sessions

The summer semester deadline is 5 p.m. Friday, August 16 for submitting ETDRs (electronic theses, dissertations, and reports) to the Graduate School. All ETDRs must be submitted as PDFs through the K-REx repository system. Graduate students can use the resources below to help finish by the deadline.

**Walk-in ETDR help sessions are scheduled August 5 - 16 during the following dates and times:**

- Monday, August 5 - 5-7 pm
- Tuesday, August 6 - 1-3 pm
- Friday, August 9 - 3-5 pm
- Wednesday, August 14 - 3-5 pm
- Thursday, August 15 - 6-8 pm
- Friday, August 16 - 3-5 pm

All sessions are in the Media Center in Seaton Hall, Room 1 (basement level). The center has Windows and Mac computers, scanners, Microsoft Office Suite, and Acrobat Pro software. Media Center consultants are on hand to help with PDF-conversion issues.

**Save the Date: Research and the State**

**October 31, 2019**
Courtyard, K-State Student Union
Poster presentations, 1:00-3:00 pm
Announcement of winners, 4:00 pm, Big 12 Room

K-State graduate students present posters of their research or scholarly work. Ten presenters are selected to represent K-State at the annual Capitol Graduate Research Summit (CGRS) held in the spring at the Capitol Building, where graduate students present their posters and discuss the implications their work has on issues in the state of Kansas. Presenters interact with state legislators, members of the Kansas Board of Regents, and the public. Additionally, Research and the State is a great opportunity for graduate students to share their research or scholarly work with the campus community. ABSTRACT SUBMISSION DEADLINE: **September 30, 2019, 11:59pm CST**

**Spring 2019 graduates: Important information regarding diplomas**

Graduate diplomas for spring 2019 graduates mailed from **K-State July, 29th.** Diplomas were mailed to the KSIS degree/diploma mailing address, or if requested, to the eShipGlobal address provided by the graduate. If a diploma mailed to an incorrect address provided by the graduate, the graduate is responsible for requesting a replacement and paying the required charges. **Diplomas are not mailed to graduates who have a hold or delinquency noted in their KSIS account.**
Important information regarding GTA/GRA/GA health insurance for Fall 2019

- Fall health insurance will cover the period **08/01/2019 to 12/31/2019**.
- You must enroll in health insurance online – [enrollment link](#).
- Once Human Capital Services approves your eligibility for the GTA/GRA/GA insurance, United Healthcare will send you a payment link. This link is only **active for 5 days**.
- Be aware that you must submit your online application to United Healthcare by **08/31/2019**.
- The $738 charge will be removed from your KSIS account during the month of September. Please note that you will not be charged a late fee if you do not pay the $738 charge in your KSIS account.

The FAQs on our [website](#) have been updated. Please refer to that for more information.

For further information on Graduate [Student health insurance](#). Please send any questions to [iss@ksu.edu](mailto:iss@ksu.edu).