



PennState
Educational Equity

Office of
Scholars Programs

Office of Scholars Programs Introduction Manual 2026-2027



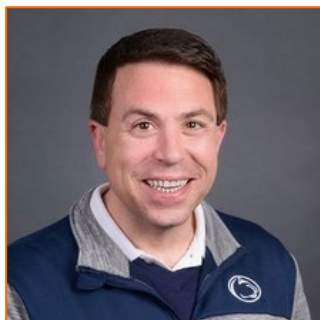
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Office of Scholars Programs

Your OSP Team



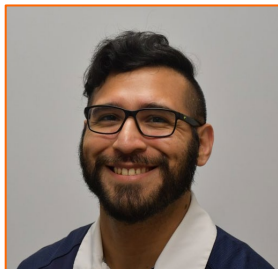
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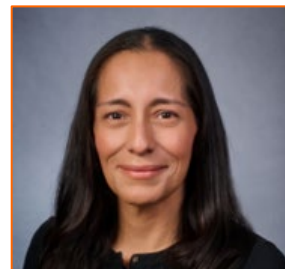
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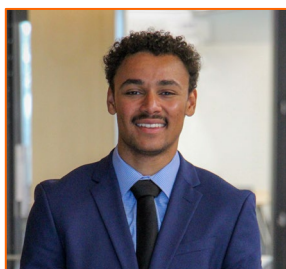
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Welcome to the Office of Scholars Programs (OSP), which houses the Bunton-Waller Fellows and Merit Programs, Lenfest Program, Hershey Program, Maguire Program and Commonwealth Scholars Program.

Let's review what OSP will facilitate for you:

- Assistance in managing your annual scholarship.
- Academic coaches and college mentors to support you during your college journey.
- Two dedicated OSP program assistants living with you at our Living-Learning Community (LLC).
- Connections with resources on campus to meet your needs and interests.

Let's review OSP's expectations:

- Participate in a scholars' retreat on August 18 - 20, 2026.
- Live in the Educational Equity Scholars LLC during your first year.
- Take a one-credit Scholar Seminar in the fall and spring semester of your first year.
- Participate in all required course activities and assignments indicated by OSP.
- Complete your FAFSA by May 1st every year.
- Maintain full-time status, at least 24 credits a year, and [Satisfactory Academic Progress](#) to continue receiving all possible financial aid.
- Maintain a satisfactory record of personal conduct, as outlined in [Penn State's Code of Conduct](#).
- Maintain the CGPA required by your scholarship, after the completion of each spring semester.
- Attend all scheduled individual and group meetings required by OSP and/or your scholarship program.
- Participate in academic programs as specified by OSP, your academic college's managing program staff, and/or undergraduate program advisers in your academic college.
- May not participate (e.g., rush, pledge) in any Greek-letter organization during your first year.

Office of Scholars Programs

Housing Information

Follow the OSP Living Learning Community (LLC) Instagram:
[psu_educationalequityllc](#)

Here you will find a *brief* summary of information about living in university housing. You can read the complete information, regulations and rules from the [Housing Office and Residence Life](#) website and in the [LiveOn page](#).

Roommate Requests

OSP scholars will be living in [Snyder Hall](#) or [Stone Hall](#), in East Halls. You will be assigned a roommate who is also a member of the Living Learning Community (LLC). If you meet someone in our OSP programs (either through NSO, OSP virtual programs, or our Instagram page) with whom you would like to live, both parties should email **Joe Appel** at jka5673@psu.edu and he will submit the request for housing.

OSP allows any student to apply to live in our LLC, as long as they are committed to the types of programming we do and if there is space available. Non-OSP students would need to [submit an application](#) by May 15, 2026, and if they are accepted, they would be eligible to request (and be requested as) a roommate in the LLC. The only challenge might be that we will not know if there is room in the LLC until after all the scholarships have been awarded (usually around the end of May).

Scholars' Retreat Arrival

You must move in by Tuesday, August 18. You will need to pay a, \$80 fee (\$40/night) for early arrival for August 18 and August 19. If you have concerns about early arrival, please contact our OSP office.

You can move in any time before 7:00 pm on August 18; however, we will be hosting a luncheon for all scholars and families who would like to join us, at 12:00-2:00 pm. Families will need to depart before 7:00 pm, since all scholars must be ready to begin the retreat at that time. More information on the OSP retreat will be provided in July.

Campus Arrival and Room Check-in

The Housing Assignment office will send you information about the arrival process and check-in, later in the summer. **Please read all your Penn State emails!**

Once in your room, you will be responsible for completing a Room Inspection Form in [eLiving](#) within 7 days of check-in to identify any room damages or missing items.

Office of Scholars Programs

Housing Information



Access to the Building and Room

Every student is issued a University mobile ID: [the Penn State id+ card](#). University Housing is equipped with an electronic/computerized card access security system, and it is locked 24 hours a day while students are in residence. You must use your id+ mobile credential to gain access to your assigned building and/or room. For *full* information about access, read item #4 [Security Features \(Under Safety & Security\)](#).

Dormitory Room Furniture

All dormitory rooms contain a bed (XL Twin Mattress 80"), closet, dresser, desk, desk chair, and wastebasket for each roommate. The room also has a minifridge and microwave for both roommates to use.

Bathrooms

Each floor in East Halls includes 5-6 single-user bathrooms containing a toilet, sink, and shower each. You can use the restrooms and/or showers privately any time you want. You will have to bring your own towel and shower caddy with toiletries to the bathroom. Many students also use flip flops in the shower.

Articles Prohibited in your Room

For a *full* list of approved or prohibited items and policies, read items #2-#3 [Fire Prevention and Facility Safety Protocols \(Under Safety & Security\)](#).

These items are prohibited:

- Candles, incense, butane burners, and other flame-emitting articles
- Air fryers, hot plates, toasters, toaster ovens, instapots, quick pots, crock pots, pressurized rice cookers
- Torchiere-style lighting (floor-standing lighting) with halogen lamps, immersion heaters, heating coils, space heaters, ceramic heaters
- Ovens, griddles, indoor or outdoor grills, personal microwave or refrigerator
- Fitness equipment (treadmills, trampolines, stationary bikes, etc.), 3D printers, pianos
- Personal or portable air conditioning units - if a student has a medical need for an air conditioning unit, the student will need to submit a [Request for Reasonable Accommodation in Housing](#) form
- Personal humidifiers or dehumidifiers - if a dehumidifier is necessary, the University will install an approved unit

If an unapproved item is observed in a room, the University reserves the right to have the items removed.

University Break Periods

University Housing is closed during the three (3) official [University-scheduled closedown/break periods](#): Thanksgiving Holiday (11/22-28/26), Winter Break (12/19/26-1/9/27), and Spring Break (3/7-3/13/27). Students are required to vacate University Housing during the break periods. The University will announce the [closedown schedule](#) for when University Housing will close and reopen for each break period.



Reasonable Housing Accommodations

If a student has a disability that requires an accommodation *related to the housing environment*, the student has the right to submit a [Request for Reasonable Accommodation in Housing](#) form to the University. For *full* information on housing accommodations, read item #4 [Reasonable Housing Accommodations](#).

Damages to the Room or Housing Areas

Individuals identified as responsible for damage, theft, or losses to their rooms or to common areas of the building will be billed for the cost of repair or replacement. You are not permitted to make damage repairs or arrange for them to be made by another person or vendor. For *full* information on consequences of damages, read item #11 [Damages and Liability](#) under **Terms & Conditions**.

Campus Dining

More information on campus dining services, eateries, allergies, meal plans, etc., can be found at [Penn State Campus Dining](#). You may also visit [East Food District](#) to learn more about your dining area.

Decorations

If you are interested in hanging decorations in East Halls, you should use thumbtacks (less than 20 total). For *full* information on decoration rules, read item #5 [Decorations and Displays](#) under **Regulations**.

General decoration guidelines include:

- Pictures, bulletin boards, and decorations may only be hung from the picture molding with picture hooks.
- Nothing may be strung across the room for the purpose of hanging decorations.
- Darts and dart boards are not permitted.
- Painting or papering of the room or furniture is not permitted.
- Live trees or cut fresh greens are not permitted. Small potted plants are permitted.
- Decorative lights may be used, but LED light strips are only permitted if there is an Underwriters Laboratories, Inc. label (UL label). Lights may not be attached directly to any surface (attach to painter's tape that is applied first).

Summer Students and Fall Housing

If you are going to be at University Park this summer, you will be able to leave your belongings in East Halls between the end of summer classes (8/14/26) and the scholars' retreat (8/18/26). You can leave all your belongings in the residence halls at the end of the summer, either in your fall room (if it is clean and ready by then) or in a storage room in East Halls. You will receive an offer to leave your belongings through a process called, *Drop & Go*, some time at the beginning of August.

Office of Scholars Programs

Housing Information



Guests

A guest is defined as a person visiting a student in their assigned residence hall at the request of the student. For a *full* description of guest rules, read item #6 [Guests - Terms, Conditions, and Regulations](#).

- Overnight guests are not permitted to stay in University Housing until after the first day of classes for the current semester.
- You are permitted to have a guest in your room *only if your roommate(s) has granted permission*.
- As the host, you are responsible for escorting your guest at all times.
- You are not permitted to give your guest your mobile credential to gain access to the room or building.
- Your guest may stay in your room for a maximum of three (3) consecutive nights.
- You have the responsibility to ensure that your guest is aware of and understands University policies.
- You and/or your guest will be held accountable for their behavior and for any damages committed by them, unless the guest is also a University student.
- Food delivery persons are not permitted to enter University Housing. You are responsible for meeting a delivery person at the building entry door.

Television & Cable/Internet Connection

You can find information about television services on the [Penn State Housing Services](#) website.

Computer and WiFi information in the residence halls can be found on the [Penn State Housing Services](#) website under “Computers and Network.” Learn more about connecting your cell phone and laptop at [wireless.psu.edu](#).

Mail Services: More information can be found at [On-Campus Housing Mail and Package Services](#).

Laundry Services: More information can be found at [Penn State Laundry Services](#).

Bicycles: More information about bicycles can be found on the [Penn State Housing Services](#) website under “Bike Storage.”

Housekeeping Services and Students Responsibilities: More information about housekeeping services can be found on the [Penn State Housing Services](#) website under “Cleaning.”

Service & Emotional Support Animals: More information on Emotional Support Animals (ESA) can be found on the [Penn State Housing](#) website.

Student Parking: First-year students are **not** eligible for a parking permit on campus. More information about student parking regulations can be found at [Penn State Transportation Services](#).

Office of Scholars Programs

Items You Might Need to Bring with You!

These items might help make your stay more comfortable.

- ☐ Umbrella – *you will definitely need one!*
- ☐ Pillow and pillowcase
- ☐ Bed linens/sheets and blankets (twin, extra long)
- ☐ Towels and washcloths
- ☐ Light jacket and winter coat; gloves and hat
- ☐ Swimsuit
- ☐ Personal over-the-counter medication and copy of prescriptions
- ☐ Toiletries (soap, shampoo, deodorant, toothpaste/brush, etc.)
- ☐ Small fan
- ☐ Microwave plate and plate cover
- ☐ Eating utensils and a couple of plates and cups
- ☐ Shower caddy
- ☐ Robe
- ☐ Laundry bag and detergent
- ☐ Desk lamp
- ☐ Clothes hangers
- ☐ Alarm clock
- ☐ Mini toolkit (including screwdriver, hammer, wrench)
- ☐ Mini sewing kit
- ☐ Games



You can also look at the [Penn State WEPO](#) website for an extensive packing checklist!

Office of Scholars Programs

Financial Aid and Payment

Penn State Federal School Code: 003329

Federal Student Aid (FAFSA): 1-800-433-3243

PHEAA (state grant): 1-800-692-7392

Penn State Office of Student Aid Contact: 814-863-0000

Applying for Financial Aid

Types of Aid

College Cost Calculator

Viewing your financial aid offer

Grant Authorized Payer Access to your parents

Understanding Your Aid Offer

What is Financial Aid Verification? (bottom of page)

Paying Your Bill - New Billing & Payment Portal

Payment Options

Office of the Bursar

Student Employment (scroll down to Penn State Student – *Search & Apply for a Job*)

Next Steps for Students





Office of Scholars Programs

Placement Testing

More information on placement testing can be found on the [Student Orientation and Transition Programs](#) website.

ALEKS MATH ASSESSMENT

Penn State uses **the [ALEKS Math Assessment](#)** to evaluate your readiness for college-level math and science courses. You will not be permitted to take a course unless you have demonstrated readiness – either through the ALEKS Math Assessment or by completing high school calculus.

All students may take the assessment up to three times after using the learning modules. Reviewing the modules before taking the assessment is often helpful.

OSP recommends that all scholars complete the ALEKS assessment, regardless of your high school math courses, because it is important for you to begin in the course that will most likely lead you to success!

OTHER PLACEMENT

English

All majors require a first-year English composition course. There are several courses that will satisfy this requirement. [Please review the English placement information in the Undergraduate Bulletin.](#)

World Languages

Some majors require proficiency in a World Language. We will consider your high school course work (if any) when recommending your starting language level. [Please review the World Language placement information in the Undergraduate Bulletin.](#)

Chemistry

Some majors require introductory or general chemistry courses. This placement is based on your prior background in chemistry and math, and your intended major. [Please review the Chemistry placement information in the Undergraduate Bulletin.](#)

ACADEMIC CREDIT TRANSFER

Information on credit for your previous college work completed, examinations, and other experiences (e.g., AP credits, advance level credits, IB credits, dual enrollment, CLEP, etc.) can be found on [Penn State's Undergraduate Admissions](#) website.

Office of Scholars Programs

Health Requirements, Insurance and Services

University Health Services

This site includes information on our comprehensive on-campus health care resources for outpatient student health.

Immunization Requirement

Penn State, along with University Health Services, strongly supports the use of immunizations to protect the health of individual students and the campus community as a whole.

Required Immunization (proof must be submitted):

- ☐ Measles, Mumps, Rubella (MMR)
- ☐ Meningococcal Conjugate Vaccine (MCV4)

Submit Your Immunization Records on the [Penn State Student Affairs](#) website under Immunizations.

Other Recommended Immunization:

Meningococcal Vaccine (MenB)
COVID-19 Vaccine
Pneumococcal Vaccine

Varicella (Chicken Pox)
Hepatitis A Vaccine (HepA)
Tetanus-Diphtheria-Pertussis (Tdap)

Hepatitis B
Human Papilloma Virus (HPV)

Health Insurance

Students must submit proof of health insurance in LionPath. Students without health insurance can purchase the [Penn State Student Health Insurance Plan](#).

University Health Services

University Health Services is an all-inclusive health care service at University Park offering medical, pharmacy, lab, x-ray, ultrasound, physical therapy, medical records, insurance, and ambulance services in one convenient on-campus location.

myUHS: Access to your personal health information

Billing for Medical Services: Access to billing information

University Ambulance Services: Access to emergency ambulance information

Office of Scholars Programs

Personal Wellness and Psychological Services

Penn State Crisis Line (24/7): 1-877-229-6400

College Recovery Community Program: Supports students in recovery from alcohol and other substance use disorders by providing ongoing support for major lifestyle changes, a commitment to help students in recovery find success at Penn State, and a community that reinforces healthy and sustainable habits of mind, body, and spirit.

Counseling and Psychological Services: CAPS is the primary mental health provider for Penn State students at the University Park campus. It provides short-term clinical services, consultation, and community education. **CAPS Chats** provide informal same-day consultations with CAPS counselors at different campus locations or virtually.

Dr. Edwin L. Herr Clinic: Provides counseling services to young adult referrals by supervised Counselor Education Master's and Doctoral Programs students. **OSP partners with two Herr Clinic's counselors, located at our offices.**

Fitness and Wellbeing: Offers over 100 fitness opportunities to develop new skills, meet new people and/or improve your fitness level.

Health Promotion and Wellness: Cultivates a community that supports student success, well-being, and the pursuit of lifelong health. Offers services and programs for healthy relationships and sexual health, nutrition and healthy eating, physical activity, sleep, and stress.

Life Hacks with CAPS: Hosts drop-in gatherings focused on learning how to develop and enhance your connections with yourself and others.

Wellness Services: Information on Wellness Services (sleep, nutrition, nature and art, relationships, mind-body connections), Peer Wellness, Stress Management Support, and Relaxation Spaces.

WellTrack Boost: A wellness assessment that helps you understand your changes in mood and motivation, as well as to identify patterns in your daily activities and how they are associated with changes in your emotional states. It can be used any time of day, from any location.

Office of Scholars Programs

Student Services



Bias Response Network and Bias Report Form: Provides a centralized method for any Penn Stater to report an act of bias that they experience or witness.

Campus Recreation: Offers recreational opportunities. You can download the *Penn State CRec app* to access your favorite facilities and activities, find facility hours, and register for programs.

Campus Safety: The Penn State police division is a full-service police agency with full law enforcement authority. It hosts a **Safe Walk Service** where you can call 814-865-WALK (9255) to receive walking accompaniment to feel safer walking alone on campus at night.

Career Services: Provides programs and resources to assist students in understanding and specifying career goals and acquiring appropriate strategies and skills to obtain internships and employment.

Center for Sexual and Gender Diversity: Creates and maintains an open, safer, and inclusive environment honoring gender and sexual diversity through social and supportive programming.

Center for Spiritual and Ethical Development: Hosts a welcoming culturally diverse, multi-faith community, and provides a list of Houses of Worship, programs, and religious and spiritual students organizations.

Office of Veteran Programs: Provides support to all Penn State military-connected students using Department of Veterans Affairs Educational Benefits.

Paul Robeson Cultural Center (PRCC): Space open to all Penn Staters to find community, support, develop leadership skills, and learn about diversity and social justice through activities and discussion groups.

Penn State Learning: Offers peer-led, undergraduate tutoring, workshops, and guided study groups in math, natural sciences, writing, languages, economics and statistics.

R-VOICE Center: Supports students who have been impacted by sexual or relationship violence, stalking, harassment, and other campus climate issues. Educates the campus community about gender equity issues.

Student Care and Advocacy: Coordinates efforts with campus partners to assist students who encounter challenges or concerns in achieving success at Penn State.

Student Disabilities Resources: Coordinates support services, reasonable academic accommodations, and disability awareness opportunities in the university community and ensures U.S. legal compliance. **If you have a current diagnosis, consult with SDR *before* you arrive to campus about necessary documentation.**

Student Leadership & Involvement: Cultivates student learning by fostering exploration, community engagement, and leadership development. You can explore student organizations through **DISCOVER**.

Student Legal Services: Provides advice, referrals, document drafting, and other legal services to students facing personal legal issues.

University Registrar: Manages student academic records and related processes including registration, academic transcripts, grade reporting, **enrollment verification**, and other academic tasks.

Office of Scholars Programs

Other Tasks You Should Complete



- ☐ Read ALL the emails from OSP and Penn State and complete any instructions immediately! You must review your Penn State email, too (once you get it), for all PSU communications.
- ☐ Make sure to review the OSP welcome email for information on registering for the AFAM 3 Scholars Seminar and which time slot you must keep available in your schedule for it.
- ☐ Review your [NSO Tasklist](#) periodically and complete all items on time!
- ☐ Complete your online Academic Consultation and Course Scheduling window and in-person New Student Orientation program [reservations](#).
- ☐ NOTE: Before your Academic Consultation, you must complete the following NSO Tasklist:
 - Educational Planning Survey
 - Transfer Credit Survey
 - Course Planning Guide
 - Educational Planning and Preparation Video
 - Required Student Activity Guides
 - Learn about Academic Advising
 - Learn more about [your college or DUS]
- ☐ Review the [Academic Calendar](#)
- ☐ [Map out the location of your classes](#)
- ☐ Explore purchasing or renting textbooks, including:
 - [Penn State Bookstore](#)
 - [Student Book Store](#)
 - Online stores
- ☐ Add funds to your [LionCash](#) account (select LionCash on the banner)
- ☐ Explore [Welcome Week](#) activities
- ☐ Check your Penn State email OFTEN!

FOR PARENTS:

- ☐ Explore the Penn State [Parent & Family Engagement](#) web page and sign up to receive updates from the office located at psu.campusesp.com/users/sign_in.
- ☐ Complete the [Parents and Families NSO Homework](#).

Welcome to the

Office of Scholars Programs



We can't wait to meet you!



PennState
Educational Equity

Office of
Scholars Programs