COLLEGIATE CONNECTION

Join the Herd: Become a Mastodon!

PURDUE UNIVERSITY | FORT WAYNE

Introductions

Collegiate Connection Staff

- **Collegiate Connection Director**
  - Jonathan Baker



- **Student Coordinator**
  - Jackie Murray



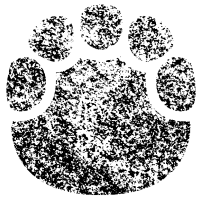
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ORIENTATION

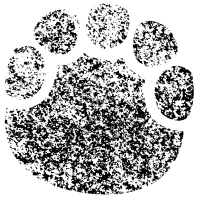
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Agenda

- **Student First Orientation**
  - Student Resource Page
  - Student Handbook
- **Setting Up GoPFW/Microsoft Authenticator**
  - Adding Authorized User
  - Paying You Bill
- **Navigating Student Resources**
  - Brightspace
  - Student Supports (Tutoring, Writing Lab, IT, etc.)
- **Parking, FERPA, & Grades**
- **Student Conduct, Additional Benefits, & Academic Calendar**
- **ICC Information**
- **Becoming a Full-Time Mastodon**



**Click the Footprints to take you to the Student Handbook*



PURDUE UNIVERSITY | FORT WAYNE



**Click the Mastodon to take you directly to the Collegiate Connection Student Resource Page*

SETTING UP YOUR GOPFW

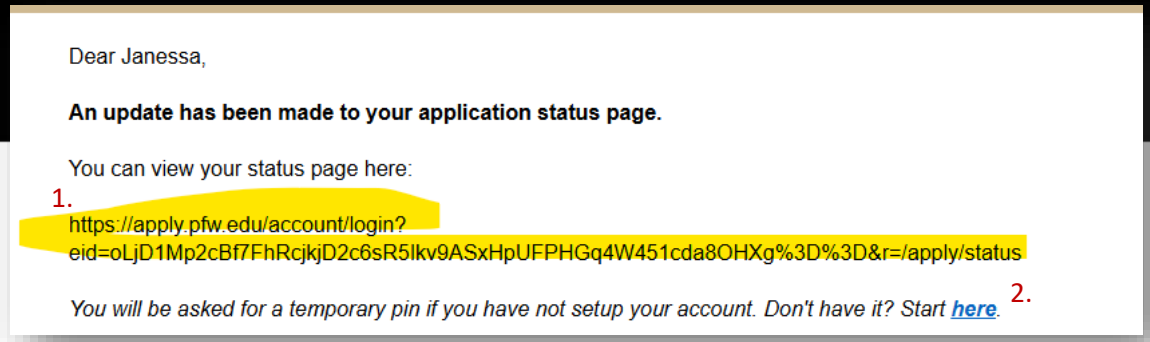
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Go PFW

- Activating Your Accounts
  - Acceptance Letter
    - You will get an email that says "**An update has been made to your application status page**…" and will ask you for a PIN
      - This email was sent to the email address you entered in your application
      - If you have already created your application account copy the web address shown "https://apply… …/apply/status" into your browser and continue to your acceptance email (1.)

OR

    - Click on the "Start *here*" on your email and follow the prompts if you haven't set up your application account (2.)
    - This is how you will access your acceptance email and your #900 and PUID (3.)



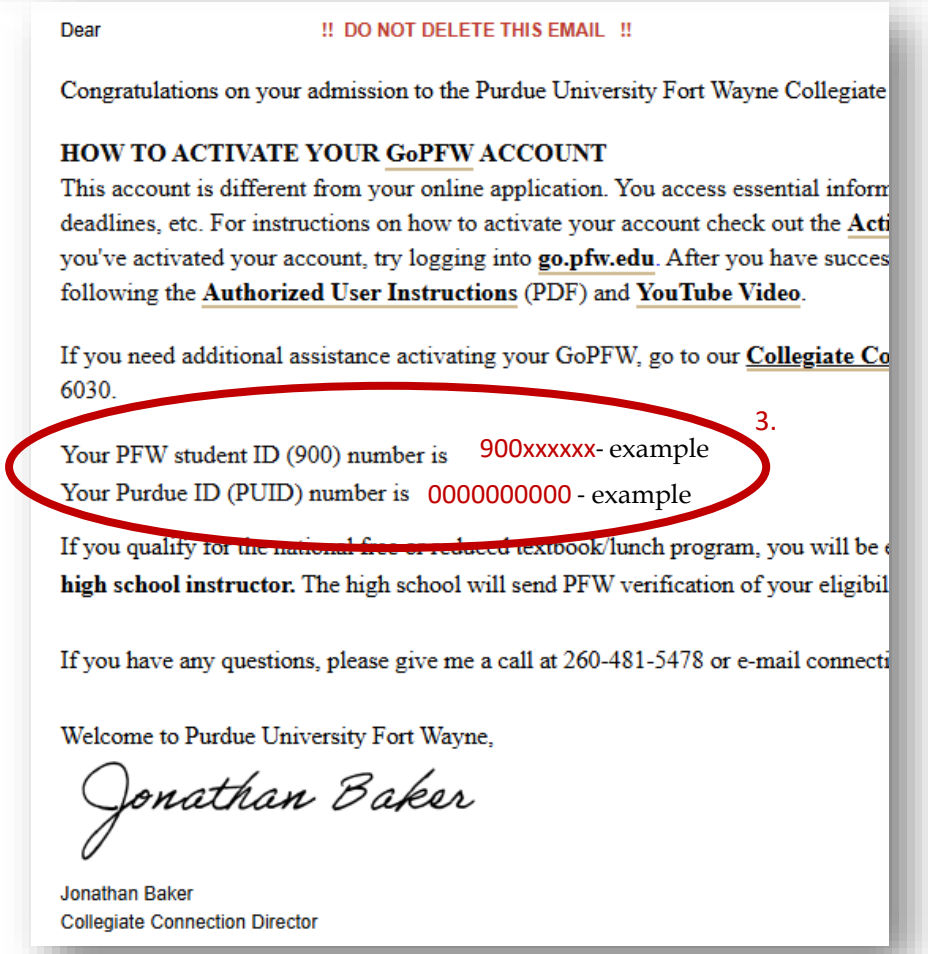
Dear Janessa,

An update has been made to your application status page.

You can view your status page here:

1. https://apply.pfw.edu/account/login?eid=oLjD1Mp2cBf7FhRcjkjD2c6sR5Ikv9ASxHpUFPHGq4W451cda8OHXg%3D%3D&r=/apply/status

You will be asked for a temporary pin if you have not setup your account. Don't have it? Start here. 2.



Dear !! DO NOT DELETE THIS EMAIL !!

Congratulations on your admission to the Purdue University Fort Wayne Collegiate

HOW TO ACTIVATE YOUR GoPFW ACCOUNT

This account is different from your online application. You access essential inform deadlines, etc. For instructions on how to activate your account check out the **Acti** you've activated your account, try logging into **go.pfw.edu**. After you have succes following the **Authorized User Instructions** (PDF) and **YouTube Video**.

If you need additional assistance activating your GoPFW, go to our **Collegiate Co** 6030.

3.

Your PFW student ID (900) number is 900xxxxxx- example

Your Purdue ID (PUID) number is 0000000000 - example

If you qualify for the ~~national free or reduced~~ textbook/lunch program, you will be **high school instructor.** The high school will send PFW verification of your eligibil

If you have any questions, please give me a call at 260-481-5478 or e-mail connecti

Welcome to Purdue University Fort Wayne,

Jonathan Baker

Jonathan Baker
Collegiate Connection Director

PURDUE UNIVERSITY | FORT WAYNE

Go PFW

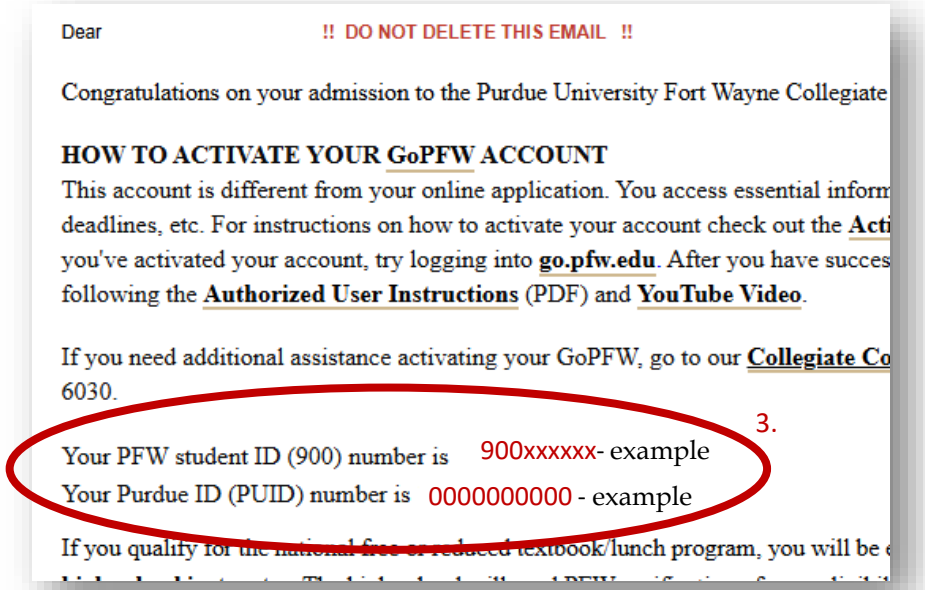
- Activating Your Account
  - Acceptance Letter
    - 900# and Username/Password
      - Each student in the Purdue system has a 900 number, this is a 9 digit number assigned by Purdue and will be found on your acceptance letter (3.)
        - 900-xxx-xxx
      - Write this down someplace easily accessible so you will remember it
    - Links
      - Your acceptance letter will also contain important links that will get you started and connected to important resources (4. - 8.) especially the Collegiate Connection Student Resources Webpage (9.)
  - Reset/Change Password
    - To Reset/Change your GoPFW password you will need to call PFW IT Services (10.)
      - IT will also help you with Microsoft MFA or any other IT related needs

PFW IT Services

- Phone: 260-481-6030 10.
- Email: helpdesk@pfw.edu
- Ticket Service: Submit a Ticket

Collegiate Connection

- Phone: 260-481-0748



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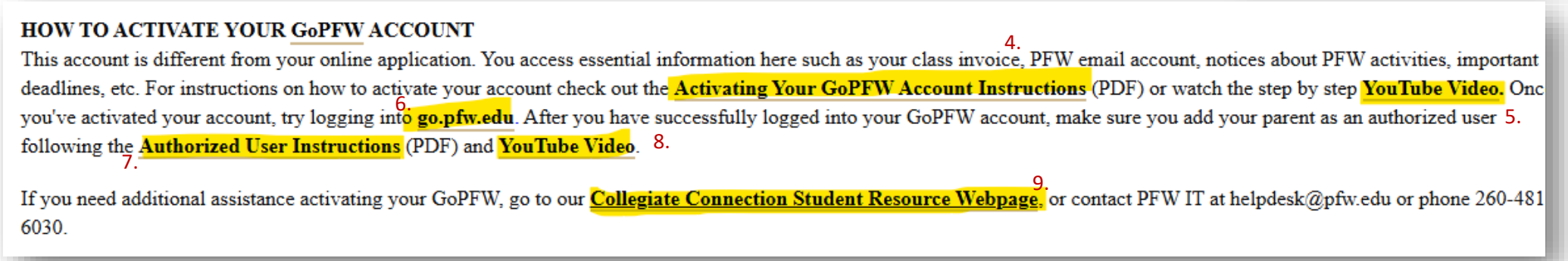
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Your Purdue ID (PUID) number is 0000000000 - example

If you qualify for the national free or reduced textbook/lunch program, you will be



HOW TO ACTIVATE YOUR GoPFW ACCOUNT

This account is different from your online application. You access essential information here such as your class invoice, 4. PFW email account, notices about PFW activities, important deadlines, etc. For instructions on how to activate your account check out the **Activating Your GoPFW Account Instructions** (PDF) or watch the step by step **YouTube Video.** Onc
you've activated your account, try logging into 6. **go.pfw.edu**. After you have successfully logged into your GoPFW account, make sure you add your parent as an authorized user 5.
following the 7. **Authorized User Instructions** (PDF) and **YouTube Video**. 8.

If you need additional assistance activating your GoPFW, go to our **Collegiate Connection Student Resource Webpage**. 9. or contact PFW IT at helpdesk@pfw.edu or phone 260-481
6030.

Go PFW

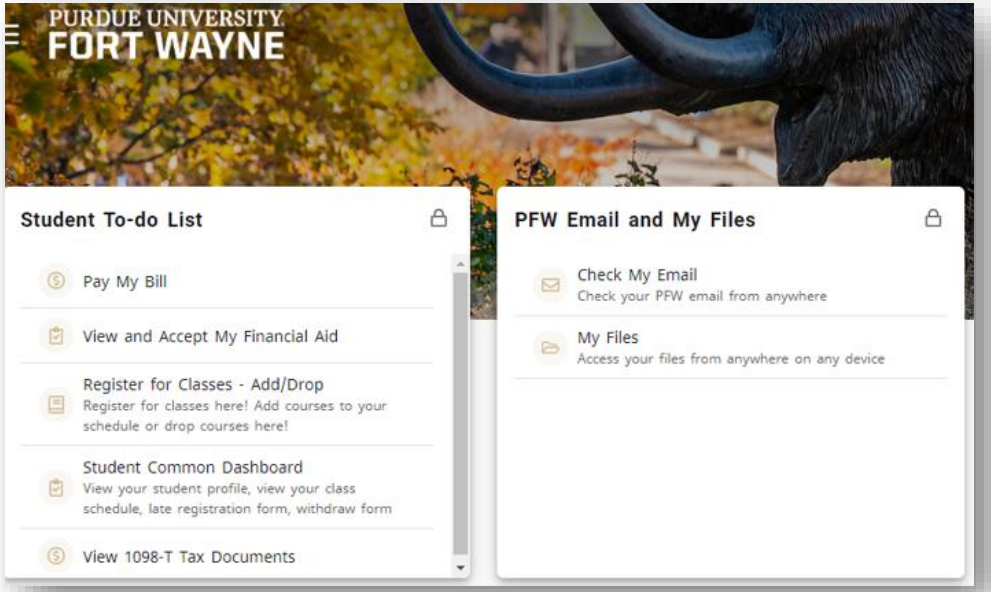
- GoPFW *(Link)*
  - This account is your go to account for all things PFW
    - Paying your bill, academic supports, library etc.
- **Tiled Look**
  - Each tile contains links to the various resources and tools that you need to access (paying your bill etc.)
  - Tiles with a padlock in the upper right hand corner are locked for your convenience by PFW
    - These tiles will be some of the most useful for you
    - Other tiles can be added, removed, and shifted as you deem necessary
- **Before Activation**
  - You will need your **900#** or your **PUID** (found on your acceptance email that was sent to the address on your application, see previous slides)
    - If you cannot find it, call the Collegiate Connection Office and we can help
  - You will also need to download Microsoft Authenticator on your phone for IT security purposes

PFW IT Services

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Collegiate Connection

- Phone: 260-481-0748



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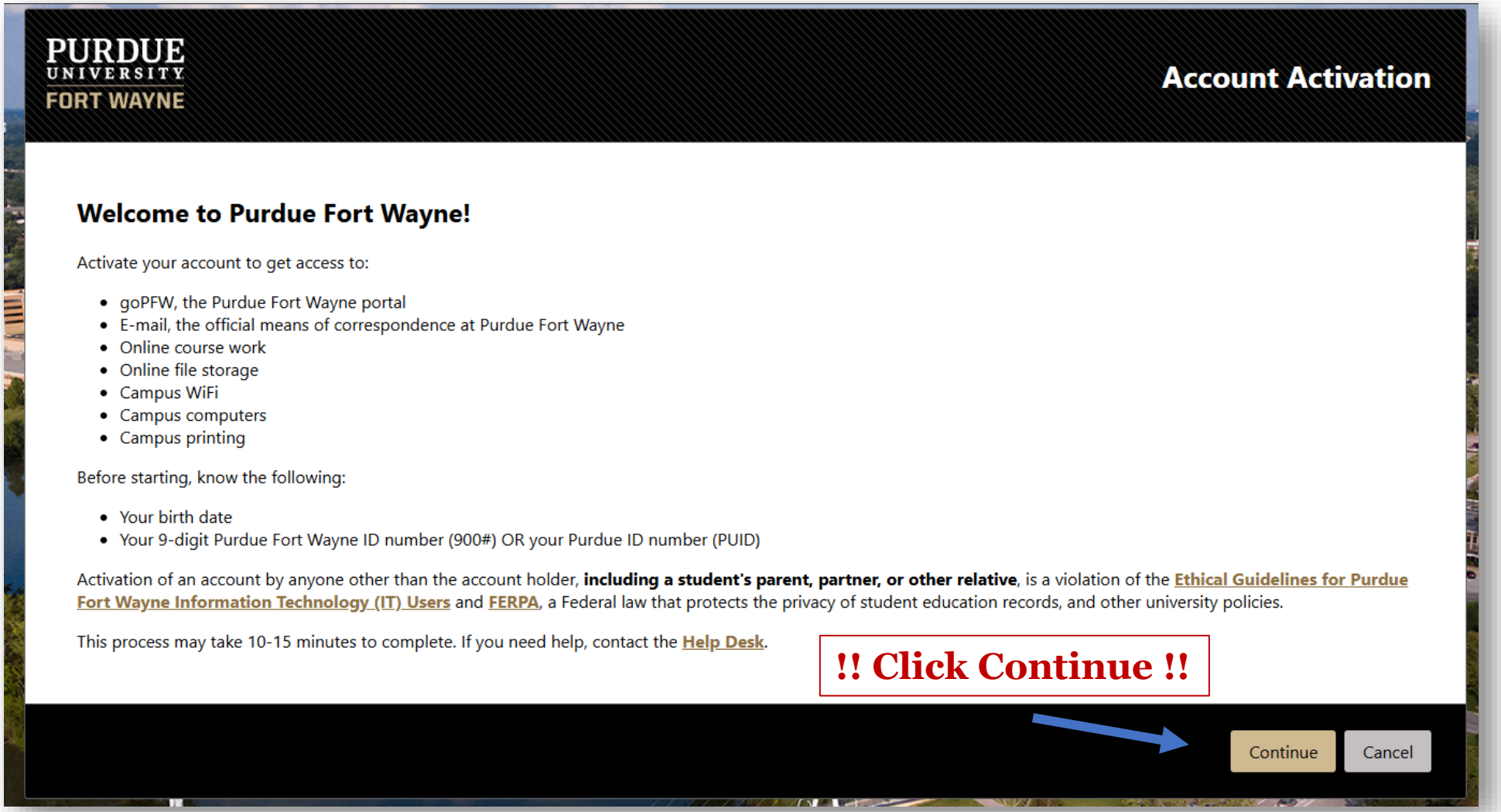
Download on the App Store

GET IT ON Google Play

Go PFW (Getting Set Up)

- GoPFW *(Link)*

1. To set-up your GoPFW account start by going to the **Account Management Service** *(Link)*



PFW IT Services

- Phone: 260-481-6030
- Email: helpdesk@pfw.edu
- Ticket Service: Submit a Ticket

Collegiate Connection

- Phone: 260-481-0748

Go PFW *(Getting Set Up)*

- **GoPFW *(Link)***
  - Steps to Activate
    2. Read & agree to the Ethical Guidelines and select "I have read and agree…", then click Continue *(seen on next 2 slides)*
    3. Next slide enter your last name, birth date, and your PUID Number or #900, then click continue *(seen on next 2 slides)*
       - Both PUID and #900 are found on your acceptance email
    4. The following slide will have your username, **SAVE YOUR USERNAME** and email address someplace safe *(not shown on slides)*

PFW IT Services

- Phone: 260-481-6030
- Email: helpdesk@pfw.edu
- Ticket Service: Submit a Ticket

Collegiate Connection

- Phone: 260-481-0748

GoPFW Set-Up Steps

1. Go to Account Management Services
2. Agree to Ethical Guidelines
3. Enter Last Name, Birthday, & PUID/#900
4. Write down & save your username
5. Create & save your password
   - To Reset your password visit boilerbot.purdue.edu
6. Create security questions/answers
7. Attempt to log into your GoPFW
8. Set Up Microsoft Authenticator (Push Notification)

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Go PFW *(Getting Set Up)*

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PURDUE UNIVERSITY FORT WAYNE

Account Activation

1 Usage Policy — 2 Verify Identity — 3 Set Password — 4 Complete

Please read and review the following policies before continuing:

- Purdue University Fort Wayne IT Ethical Guidelines
- Purdue IT Acceptable Use of IT Resources and Information Assets

☑ I have read and agree with the policies listed above. *

!! Click !!

!! Click Continue !!

Continue | Cancel

PURDUE UNIVERSITY FORT WAYNE

Account Activation

1 Usage Policy — 2 **Verify Identity** — 3 Set Password — 4 Complete

To activate your account you must first prove your identity. Please enter your last name, birth date, and either your 9-digit Purdue Fort Wayne ID number **or** your 10-digit Purdue ID number.

Last Name: *

!! Your Last Name !!

Birth Date: *

!! Your Birthdate !!

Purdue Fort Wayne ID number (900 Number):

!! Your 900# Number is Found on Your Acceptance Email !!

OR

Purdue ID number (PUID):

!! Your PUID Number is Found on Your Acceptance Email !!

- By clicking continue, you are certifying that you are the person whose information appears above.
- If you are not the person above and click the continue button, you will be in violation of university policy and federal law. (Why?)

!! Click Continue !!

Continue Cancel

Go PFW (Getting Set Up)

- GoPFW *(Link)*
  - Steps to Activate *(Continued…)*
    4. Create a password following the required guidelines, **SAVE YOUR PASSWORD**
       - Click Submit Password and Activate Account
         - You will get a confirmation saying that the account is now active
    5. Security Questions/Answers
       - These will be used if you ever forget your password and need them reset
       - Make sure you scroll down all the way to answer all of the questions
    6. You can now officially use your GoPFW account: try logging into your GoPFW account using your saved username and password
       - Certain off campus high schools have a saved ISP already
         - Therefore you will not have to complete the Microsoft Authenticator step while on the school network
         - However you will need to use Microsoft Authenticator at home or anywhere else

PFW IT Services

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GoPFW Set-Up Steps

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PFW IT Services

- **If you have ANY issues or if you are missing your Bursar, Student To-Do List, Account Information, or Academic Support Cards contact PFW IT Services, you will need your 900#**

Go PFW (Getting Set Up)

PFW IT Services

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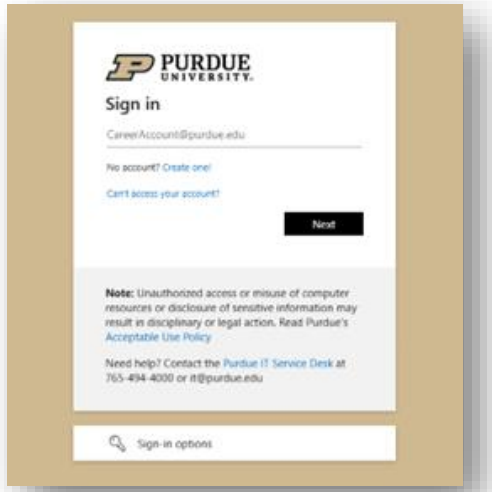
- **Microsoft Multi Factor Authorization (MFA) for Single Sign On (SSO)**
  - All SSO will delegate to Microsoft for authentication
  - Users will use their **username@purdue.edu** to log in instead of just their username
  - Users will need to enroll in Microsoft MFA
    - Recommended/Required method – Microsoft Authenticator App
      - You will need to download the app in the app store
  - Public Article: VPN Access Changes: Microsoft Authenticator Transition *(link)*

Download on the App Store

GET IT ON Google Play



- **Steps to create your account**
  1. Go to Microsoft Sign-ins at https://mysignins.microsoft.com/security-info
  2. Sign in with your Purdue credentials username@purdue.edu and Career Account password
  3. After signing in, select Next when prompted for more information
  4. Choose your MFA method
  5. Recommended: Microsoft Authenticator App
  6. Complete the setup instructions
  7. Next time you log into a Purdue SSO-protected application, you'll be prompted for MFA verification
  8. Configure additional methods from the Security Information page
  9. Purdue recommends setting up at least two methods for recovery purposes.



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PFW IT Services

❖ If you have ANY issues or if you are missing your Bursar, Student To-Do List, Account Information, or Academic Support Cards contact PFW IT Services, you will need your 900#

ADDING AUTHORIZED USERS (PARENTS / GUARDIANS)

PURDUE UNIVERSITY | FORT WAYNE

Authorized User Set-Up

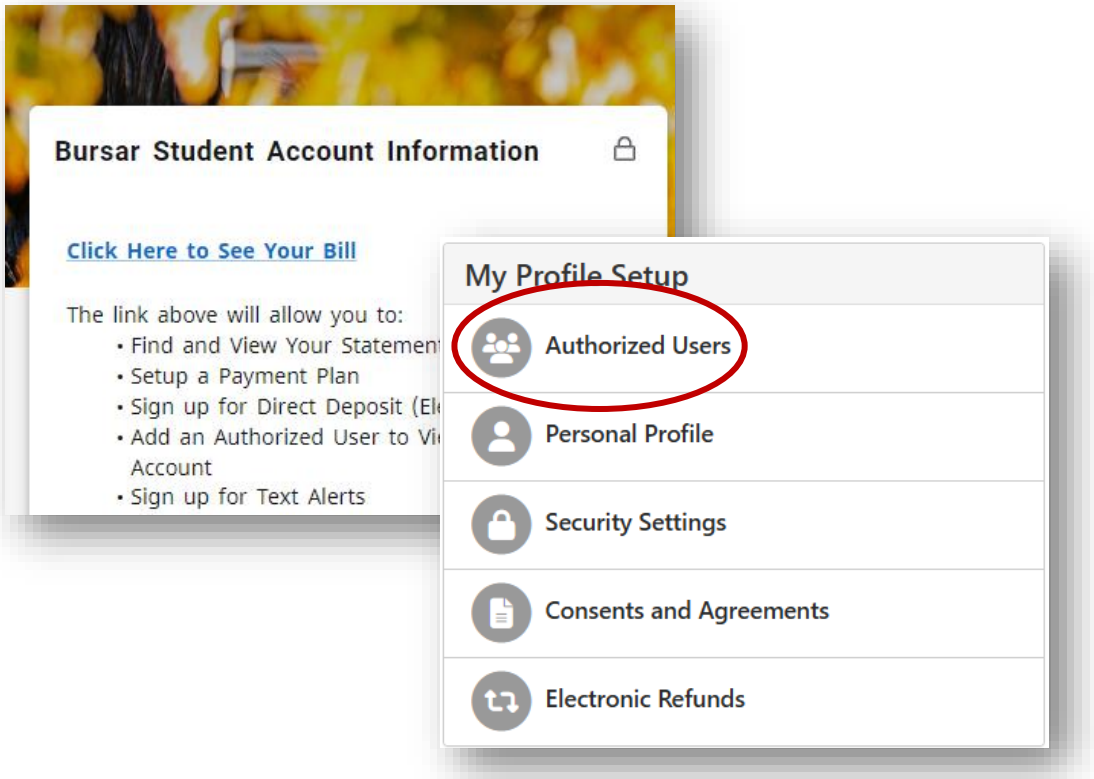
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Collegiate Connection

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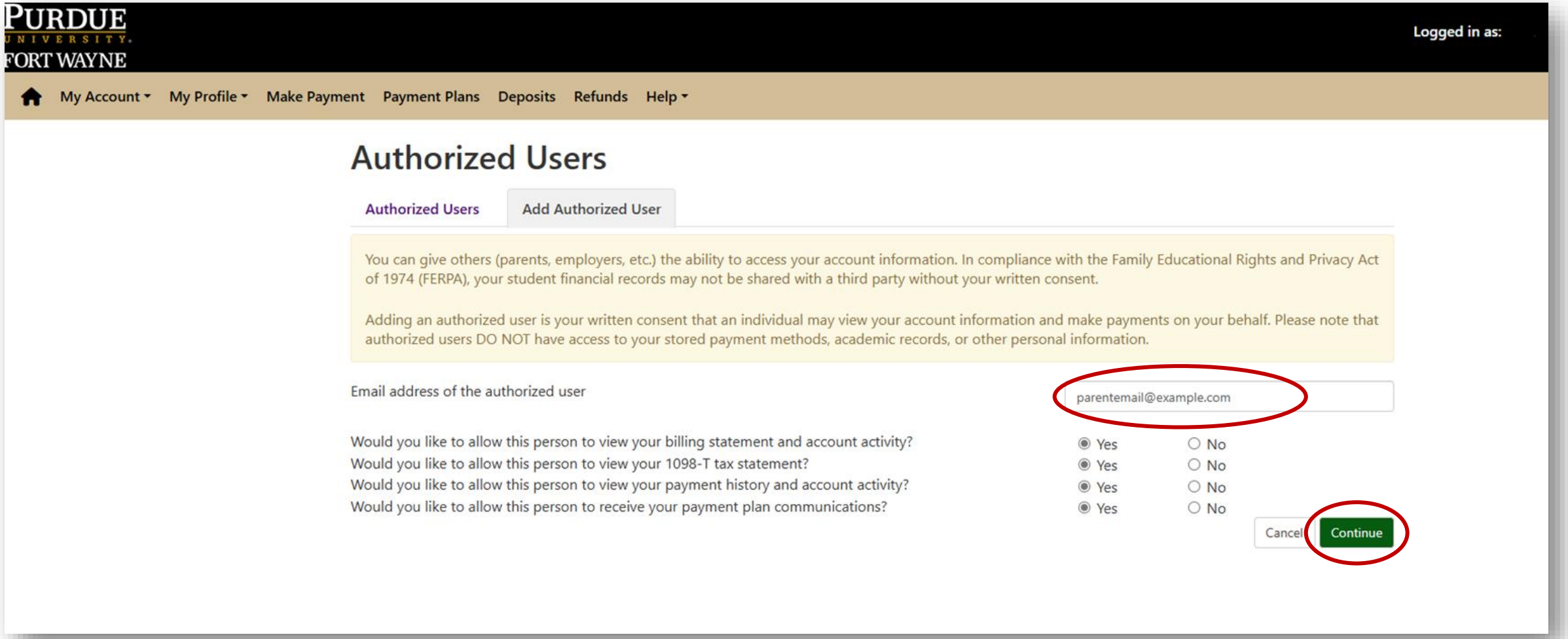
- **GoPFW** *(Link)*
  - Setting Up Authorized User in GoPFW, allows your parent/guardian the option to log into your account and pay your bills
    1. Navigate to your Billing Student Account Information card
       - Click to view your bill
    2. Once on the Bursar home page, on the righthand side, select "Authorized Users"
    3. Select the "Add Authorized User" tab
       - Add your authorized user's email address in the text box and select "Continue" *(seen on next slide)*
       - Read through the agreement thoroughly and select "I agree"
       - Your authorized user will receive 2 emails with instructions on how to access their authorized user account *(seen on next few slides)*



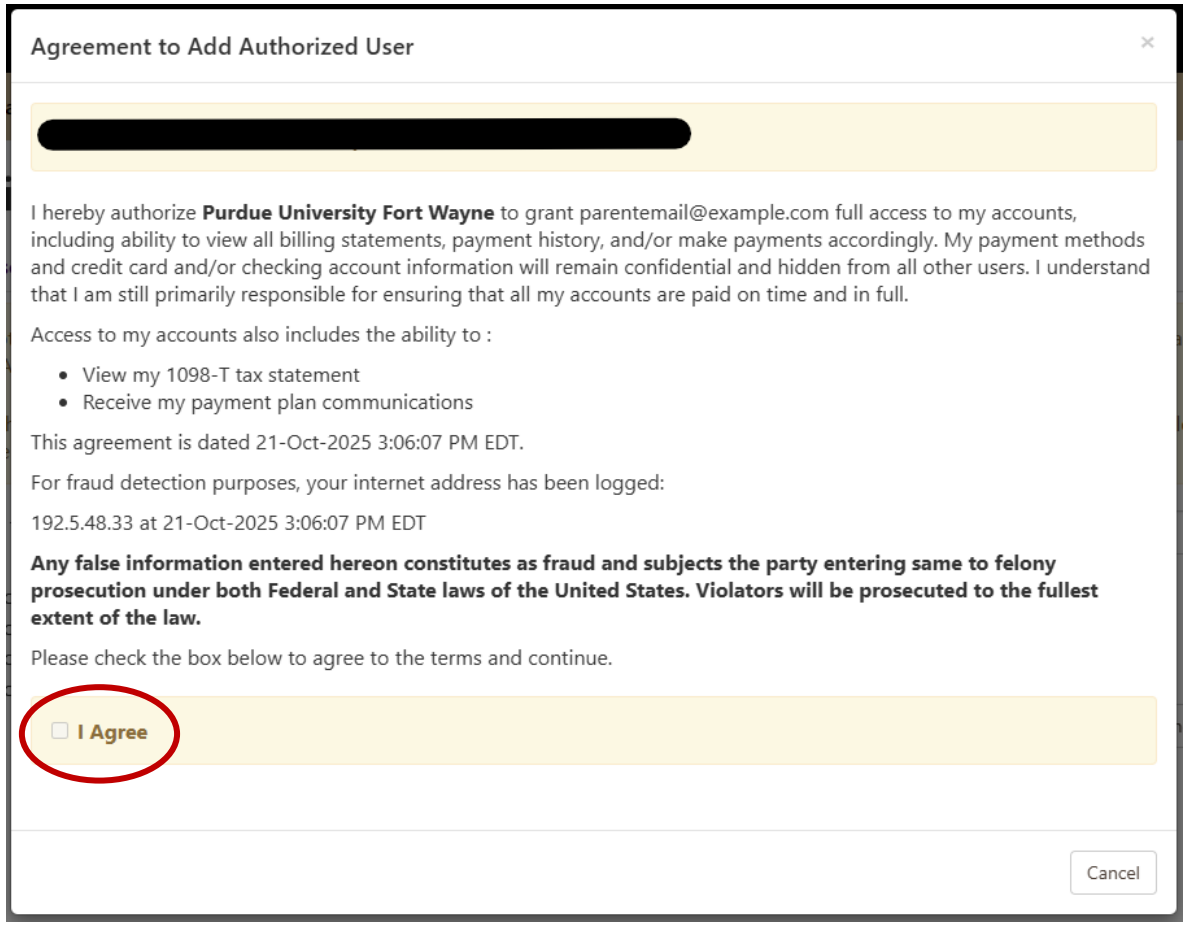
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PFW IT Services

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Agreement to Add Authorized User

[redacted]

I hereby authorize **Purdue University Fort Wayne** to grant parentemail@example.com full access to my accounts, including ability to view all billing statements, payment history, and/or make payments accordingly. My payment methods and credit card and/or checking account information will remain confidential and hidden from all other users. I understand that I am still primarily responsible for ensuring that all my accounts are paid on time and in full.

Access to my accounts also includes the ability to :

- View my 1098-T tax statement
- Receive my payment plan communications

This agreement is dated 21-Oct-2025 3:06:07 PM EDT.

For fraud detection purposes, your internet address has been logged:

192.5.48.33 at 21-Oct-2025 3:06:07 PM EDT

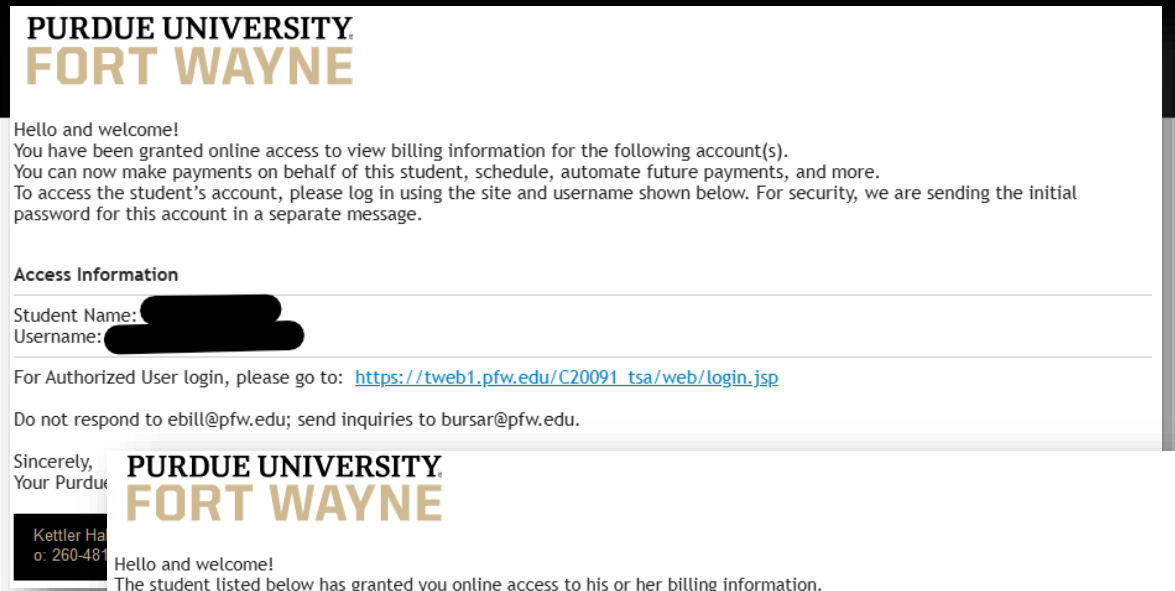
Any false information entered hereon constitutes as fraud and subjects the party entering same to felony prosecution under both Federal and State laws of the United States. Violators will be prosecuted to the fullest extent of the law.

Please check the box below to agree to the terms and continue.

I Agree

Cancel

PURDUE UNIVERSITY | FORT WAYNE



PURDUE UNIVERSITY
FORT WAYNE

Hello and welcome!
You have been granted online access to view billing information for the following account(s).
You can now make payments on behalf of this student, schedule, automate future payments, and more.
To access the student's account, please log in using the site and username shown below. For security, we are sending the initial password for this account in a separate message.

Access Information

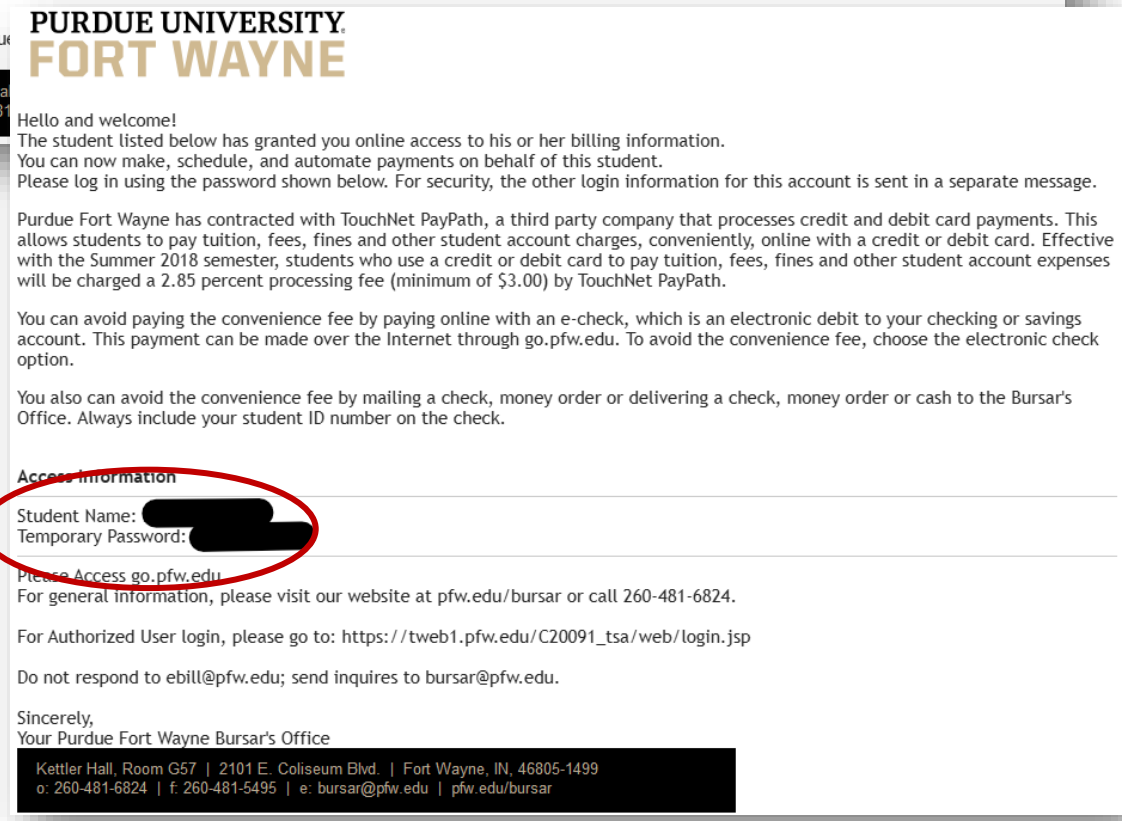
Student Name: [redacted]
Username: [redacted]

For Authorized User login, please go to: https://tweb1.pfw.edu/C20091_tsa/web/login.jsp

Do not respond to ebill@pfw.edu; send inquiries to bursar@pfw.edu.

Sincerely,
Your Purdue

Kettler Ha
o: 260-481



PURDUE UNIVERSITY
FORT WAYNE

Hello and welcome!
The student listed below has granted you online access to his or her billing information.
You can now make, schedule, and automate payments on behalf of this student.
Please log in using the password shown below. For security, the other login information for this account is sent in a separate message.

Purdue Fort Wayne has contracted with TouchNet PayPath, a third party company that processes credit and debit card payments. This allows students to pay tuition, fees, fines and other student account charges, conveniently, online with a credit or debit card. Effective with the Summer 2018 semester, students who use a credit or debit card to pay tuition, fees, fines and other student account expenses will be charged a 2.85 percent processing fee (minimum of $3.00) by TouchNet PayPath.

You can avoid paying the convenience fee by paying online with an e-check, which is an electronic debit to your checking or savings account. This payment can be made over the Internet through go.pfw.edu. To avoid the convenience fee, choose the electronic check option.

You also can avoid the convenience fee by mailing a check, money order or delivering a check, money order or cash to the Bursar's Office. Always include your student ID number on the check.

Access Information

Student Name: [redacted]
Temporary Password: [redacted]

Please Access go.pfw.edu
For general information, please visit our website at pfw.edu/bursar or call 260-481-6824.

For Authorized User login, please go to: https://tweb1.pfw.edu/C20091_tsa/web/login.jsp

Do not respond to ebill@pfw.edu; send inquires to bursar@pfw.edu.

Sincerely,
Your Purdue Fort Wayne Bursar's Office

Kettler Hall, Room G57 | 2101 E. Coliseum Blvd. | Fort Wayne, IN, 46805-1499
o: 260-481-6824 | f: 260-481-5495 | e: bursar@pfw.edu | pfw.edu/bursar

Authorized User Set-Up

- GoPFW *(Link)*
  - Setting Up Authorized User *(continued…)*
  - **Good Things to Remember:**
    - Temporary passwords are only available for 24 hours after you receive them & are case sensitive
      - If you are using the same device that you received the email on, you can copy/paste it into the textbox when setting up your password.
    - If you are ever locked out of your account, or your password expires, please reach out to the Bursar's Office
    - Now that you are an authorized user, you will be in compliance with FERPA. You will be able to speak with our office about your student's billing information
      - You are granted access to:
      - Viewing your student's balance
      - Paying your student's bill online with card* or electronic check.
      - 1098-T tax forms

PFW IT Services

- Phone: 260-481-6030
- Email: helpdesk@pfw.edu
- Ticket Service: Submit a Ticket

Collegiate Connection

- Phone: 260-481-0748

Bursar

- Phone: 260-481-6824
- Email: bursar@pfw.edu

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PFW IT Services

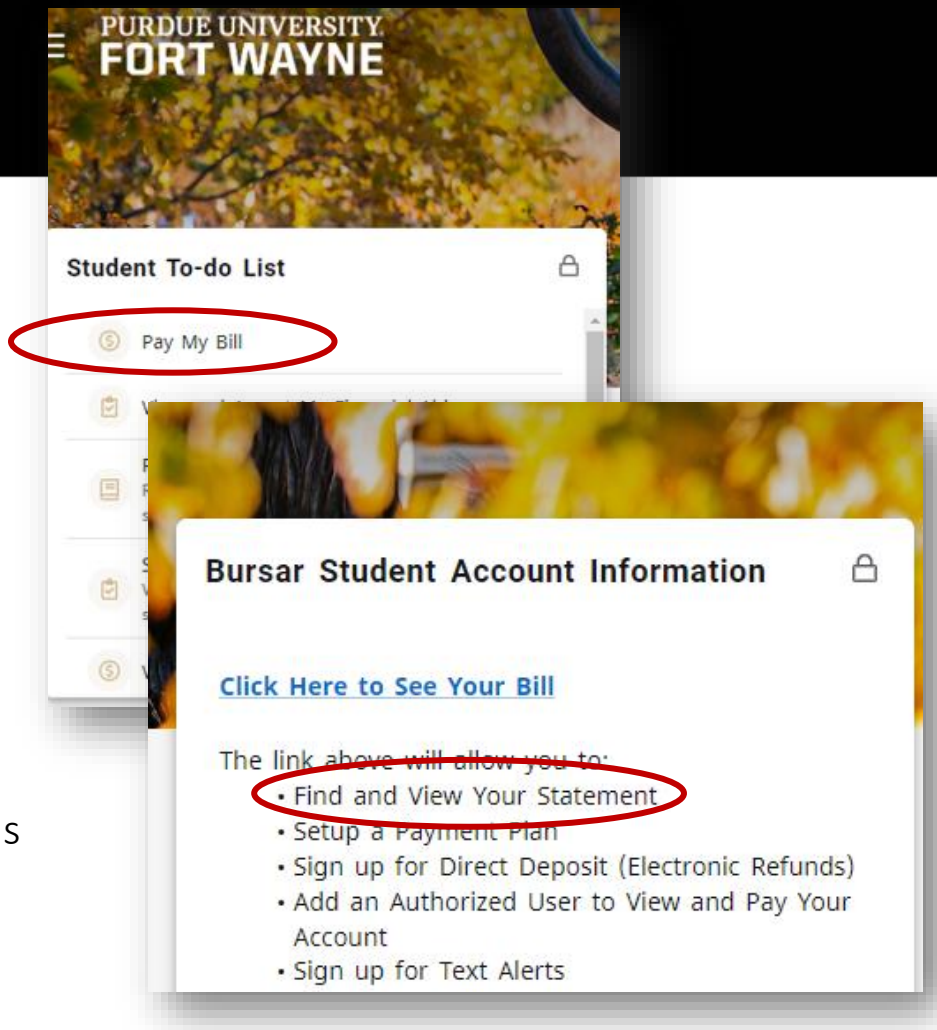
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PAYING YOUR BILL

PURDUE UNIVERSITY | FORT WAYNE

Navigating GoPFW

- **Student To-Do-List**
  - Where you will find your most commonly used links
  - If you have any questions regarding your class schedule, paying your bill, etc.
- **Paying Your Bill**
  - You can pay your bill online, by mail, or in person on our campus
    - **Bursar Payments** *(Link)* for more details
  - Online
    - Log into your **GoPFW** *(Link)*
      - Find your **Student To-Do List** tile (probably at the very top right)
        - Click on the Pay My Bill link and then follow the online instructions
      - Using the **Bursar Student Account Information** tile you can add an authorized user (parent or guardian) to view and pay your account
  - Questions
    - Please feel free to reach out to the Bursar Office
    - Important Note due FERPA rights, **only students can request information** regarding their bills



PFW Bursar

- Email: bursar@pfw.edu
- Phone: 260-481-6824
- Address: PFW 2101 East Coliseum Blvd. Fort Wayne, IN. 46805
- Ground Floor of Kettler Hall (G57)

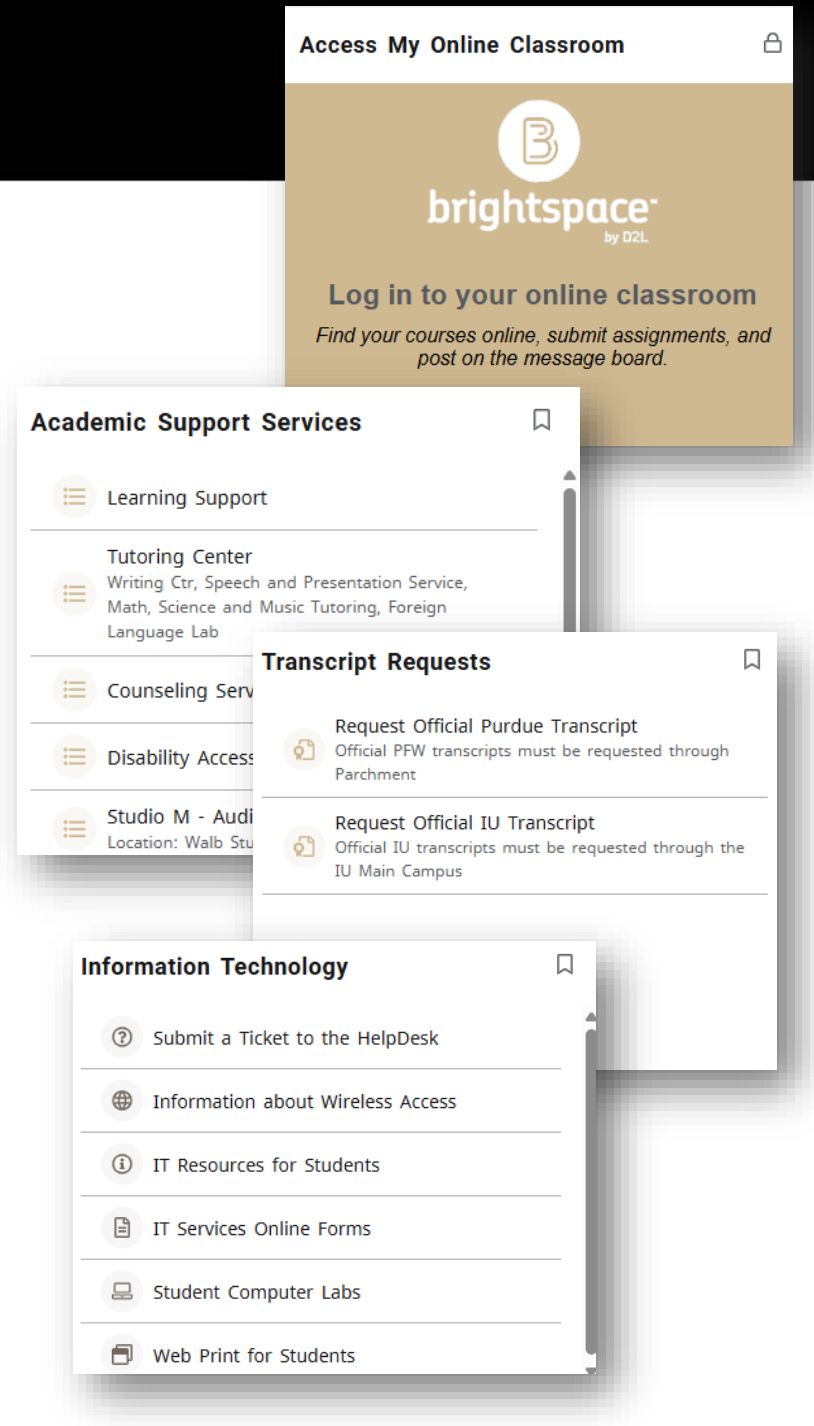
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NAVIGATING GOPFW, STUDENT RESOURCES, AND PURCHASING TEXTBOOKS

PURDUE UNIVERSITY | FORT WAYNE

Navigating GoPFW

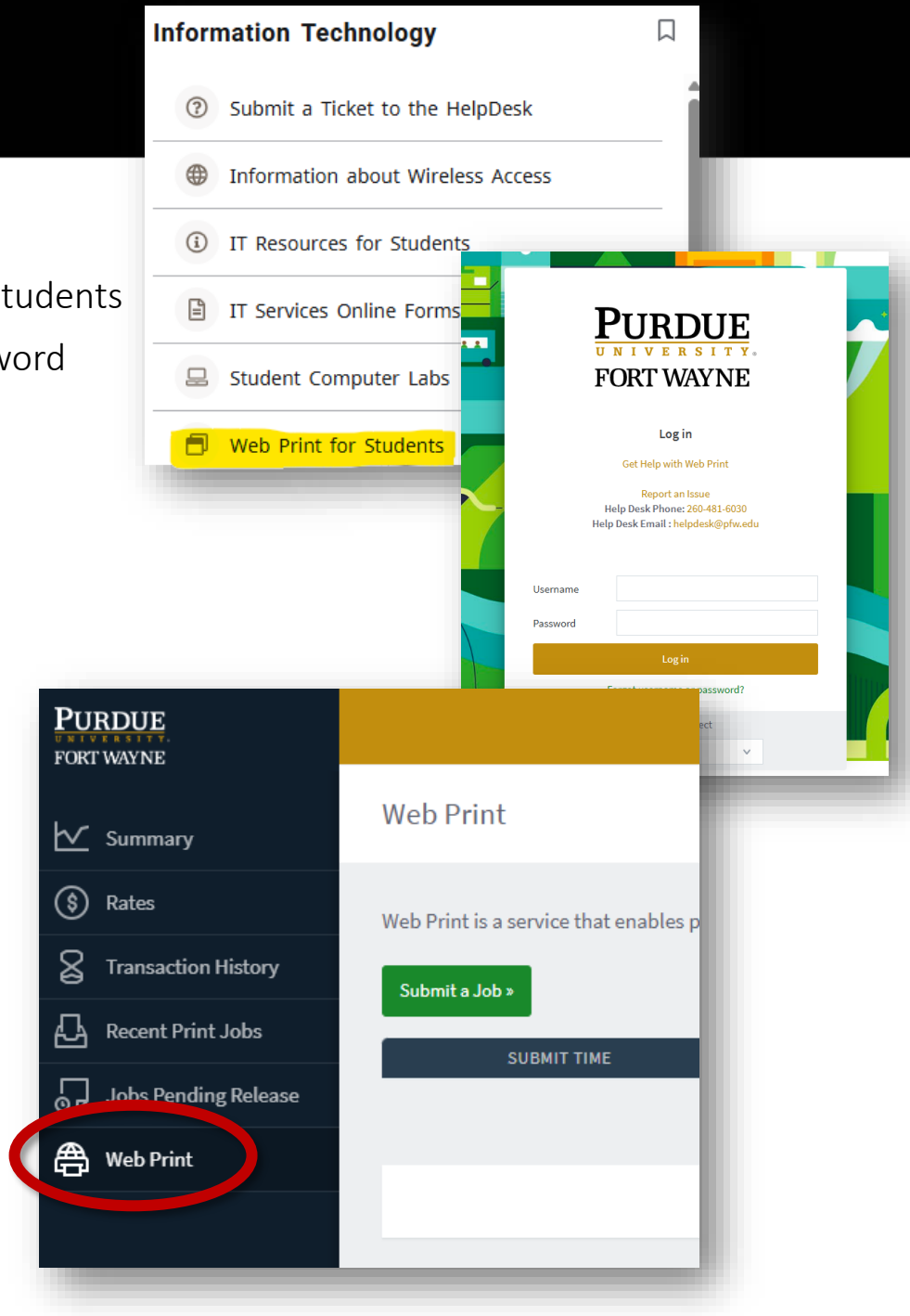
- Brightspace *(Link)*
  - This is Purdue's online learning management system and where instructors will share digital content, engage in online discussion boards, submit assignments, etc.
- Other Services on GoPFW *(Link)*
  - Transcript Requests
  - Academic Supports Card
    - Access to tutoring, supplemental instruction, and peer-facilitated group study sessions for various courses
    - Disability Access Center
      - Students with disabilities can work with the center to access reasonable accommodations and other support
    - Also includes the Testing Services Center and Counseling Services
  - Mastodon Campus Store *(Link)*
    - Find textbooks and course materials, as well as important software downloads and other necessities
  - PFW IT Services
    - Submit a Helpdesk ticket, IT resources, and Web Print for students
- If you are missing your Bursar, Student To-Do List, Account Information, or Academic Support Cards, contact PFW IT ASAP



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Navigating GoPFW

- **WebPrint for Students**
  - Start in GoPFW, find the Information Technology Card, & selec Web Print for Students
    - Then log into PaperCut using your Purdue Fort Wayne username and password
      - Same credentials as GoPFW
    - At the left side of the screen, click Web Print
    - Click Submit a Job
    - Select the desired printer
    - At the bottom of the page, click "2. Print Options and Account Selection"
    - In the Copies field, enter the desired number of copies
      - Up to 60 copies can be printed per submission
    - At the bottom of the page, click "3. Upload Document"
    - Click the Browse button
    - Navigate to the desired document and double-click it
    - Click Upload & Complete
  - Make sure to pick up your print out at the designated printer.



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Campus Resources

- **Academic Supports** *(All Active Links)*
  - Academic and Learning Supports
    - Access to tutoring, supplemental instruction, and peer-facilitated group study sessions for various courses
  - Writing Consultation & Support
    - Provides writing consultations for academic papers
  - IT Support
    - Can help you set up and troubleshoot your GoPFW account and answer other IT related questions
  - Helmke Library
    - Can provide crucial research assistance from reference librarians
    - Online access to all university libraries and professional databases
    - Vast data resources at the library and online (you must have an active GoPFW account)
  - Disability Access Center
    - Students with disabilities can work with the center to access reasonable accommodations and other support
- **Mastodon ID Cards**
  - Can be picked up at the Information Desk in Walb Student Union (you will need your #900 and state issued ID like your driver's license)
  - For more information go to Campus Credentials *(Link)*



CURRENT COLLEGIATE CONNECTION STUDENTS

Looking for academic supports and resources, or just have a billing a question; click below to get the answers you need.





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STUDENT PARKING, FERPA, AND STUDENT CONDUCT

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FERPA, Grades, Financial Aid

- **Federal Law: Family Educational Rights and Privacy Act (FERPA)**
  - Designed to protect the privacy of students' education records and personally identifiable information
  - Parent Access
    - Any student enrolled in any post-secondary institution FERPA rights transfer from the parent to the student
      - Which means parents will have limited access to student information (billing and course registration), students will need to take the lead regarding their PFW accounts
  - For a listing of student rights and what is protected, please visit PFW's **FERPA** *(Link)* page
- **Grades and Financial Aid**
  - All grades earned through PFW Collegiate Connection will be reflected on your permanent college transcript
    - If you are struggling in your courses you have options:
      - Seek out academic support resources either at your local school or on PFW's campus to help you or you can withdraw from the course up to a certain date, check the **Student Resource Page** *(Link)* for more information
    - If you earn a grade of a D+ or lower, then you will not be eligible to enroll at another Collegiate Connection course for one enrollment term
    - Dual credit courses accepted by Purdue University Fort Wayne may count toward your Satisfactory Academic Progress (SAP) requirements, *including percentage of attempted credits successfully completed and the maximum timeframe allowed to complete your degree*
      - While earning dual credit does not reduce your eligibility for federal financial aid as an incoming freshman, those credits may affect your eligibility later in your college career, particularly if you change majors, repeat coursework, or approach the maximum number of credits allowed for your degree.

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Campus Buildings

1. Kettler Hall (KT)
2. Greenhouse (GH)
3. Life Sciences Resource Center (LSRC)
4. Neff Hall (NF)
5. Engineering, Technology, and Computer Science Building (ET)
6. Science Building (SB)
7. Classroom Clinic Building (CLCB)
8. Purdue Cooperative Extension Service (ACX)
9. Environmental Resources Center (ERC)
10. Support Services (SS)
11. University Police
12. Liberal Arts Building (LA)
13. Helmke Library (LB)
14. Walb Student Union (WU)
15. Folett Bookstore
18. Hilliard Gates Sports Center (GC)
19. Music Center (MC)
20. Visual Arts Building (VA)
21. Williams Theatre (WT)
24. Modular Classroom Building (MCB)

Student Parking

- Parking Garage 1 (P1)
- Parking Garage 2 (P2)
- Parking Lots 4, 5, 6, 10, 11
  - 6, 10, & 11 fill up quickly
- Do not park in the green spaces (Staff/Faculty Only)

Campus Map Online PDF (Downloadable)

Student Conduct and Benefits



- **Student Conduct**
  - Students are expected to uphold and conduct themselves in a way that is responsible and encourages honesty, integrity, and respect among Purdue Fort Wayne students and the campus community
  - For more information on student expectations including academic integrity visit the **Office of Student Conduct & Care** *(Link)* or the **Collegiate Connection Student Handbook** *(Link)*
- **Additional Benefits**
  - Students in Collegiate Connection are PFW students, and have the same access to resources and benefits as any on-campus student
    - Over **85 student organizations and clubs** (everything from Actuarial Society to Military Science and Leadership to Table Tennis Club)
    - Free admission to all PFW home games
      - Including the games played at Memorial Coliseum (with ID)
    - **Access to the Gates Athletic Center** (indoor track, basketball/volleyball courts, fitness and weight areas)
    - Admission to **all PFW music, theatre, fine arts, campus, and department sponsored events** (depending on the event Free - $5)
    - **Eligible for a student ID** which is used by numerous area businesses for discounts





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Academic Calendar

Fall Semester Calendar

- **August 24th :** Classes Begin
- **August 24th-30th :** Late Registration & Add/Drop Deadline
- **September 4th :** Labor Day Recess *(Classes Suspended at 4:30)*
- **September 8th :** Classes Resume
- **October 19th – 20th :** Fall Break
- **November 20th :** Last Day to Withdraw
- **November 24th :** Thanksgiving Recess
- **November 30th :** Classes Resume
- **December 14th – 20th :** Last Week of Classes & Final Exams

Spring Semester Calendar

- **January 11th :** Classes Begin
- **January 18th :** Martin Luther King Jr. Holiday
- **March 8th – 14th :** Spring Recess
- **March 15th :** Classes Resume
- **April 9th :** Last Day to Withdraw
- **May 3rd – 9th :** Last Week of Classes & Final Exams

Reminder

Just because your HS may be on break doesn't mean your PFW course is! Keep track of all of the important due dates etc.

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Information About PFW

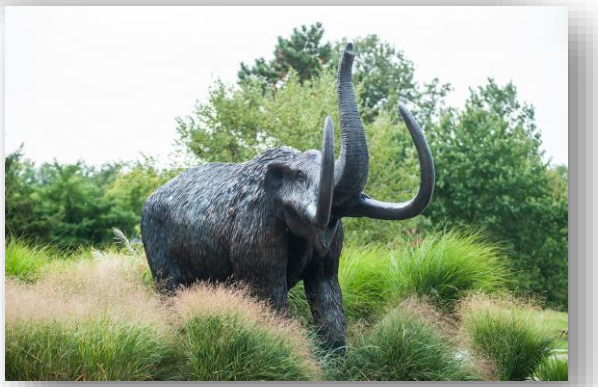


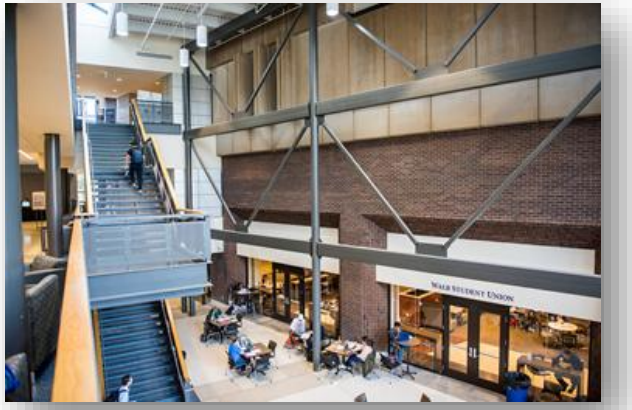
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Purdue Fort Wayne



- **About the University**
  - Founded as a partnership between Indiana University and Purdue University Fort Wayne
    - The 2 schools split in 2018 into separate universities, we are now officially a Purdue campus
- **Academics** Degree Programs at PFW *(Link)*
  - Currently over 200 programs spread across 6 difference schools and colleges
    - Programs range from Graphic Design or Music Industry to Computer Science or Civil Engineering **Students**
  - Undergrad enrollment is about 5,500, student to faculty ration is 12:1, generally smaller class sizes
- **Admissions** *(Link)*
  - Take the next steps and learn about becoming a full time Mastodon after High School
- **Athletics** *(Link)*
  - NCAA Division I





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