



June 12, 2019

Dear Spelman Parent(s):

We are delighted that your student has chosen to attend Spelman College and look forward to interacting with you during the parent portion of New Student Orientation (NSO) in August.

I would like to take this opportunity to introduce our staff and share important new student orientation information. The Office of Undergraduate Studies is staffed by an academic dean and two associate deans. As Academic Dean, I am responsible for the overall operations of the Office and assisted by Dr. DeKimberlen Neely (Associate Dean) who supports the sophomore and junior classes and Dr. Geneva Baxter, the dean of first-year students. Our academic advising, curricular development, and social awareness programs will acclimate your student to Spelman's unique learning environment as well as to various leadership and service opportunities.

We have created a Parent Portal that allows you to access essential information that has been shared with your student. To access the Parent Portal, go to the Spelman webpage ([www.spelman.edu](http://www.spelman.edu)) and click on mySpelman in the upper right hand corner of the page or use the following URL: <https://my.spelman.edu/web/parents/new-student-parent-information>. The "Parents" tab is on the right under the "LOGIN" tab. No username or password is required.

If you have any difficulty with the Parent Portal, please contact the Office of Undergraduate Studies at 404-270-5701. You may also contact us via email at [undergradstudies@spelman.edu](mailto:undergradstudies@spelman.edu).

The Dean Team is here to support you and your student in reaching your educational goals. We wish you safe travel as you begin your journey to Spelman and anxiously await the opportunity to greet you, your family and especially your Spelmanite.

Sincerely,

Desiree S. Pedescleaux  
Dean of Undergraduate Studies