The Office of Financial Aid offers a $300, $500, or $700 book card advances to assist eligible students with the purchase of books and supplies.

Students who meet the following criteria are eligible:

1. Completed a 2009/2010 Free Application for Federal Student Aid (FAFSA) and awarded financial aid;
2. Admitted to a degree-seeking program at GSU;
3. Registered in at least six credit hours;
4. Maintain satisfactory academic progress; and
5. Have enough financial aid to cover tuition and fees, in addition to the $300, $500 or $700 book card advance.

The book card amount is based on the number of hours for which the student is registered at the time of book card pick up. Eligible students receive only one card in one denomination per term and are not allowed to increase the amount on the card.

Book cards distribution for the Winter 2010 trimester begins January 7. The following schedule provides the dates, times, and locations of book card distribution.

**Hall of Honors - Room D-1490**
- Thursday, January 7 9 a.m. - 4:45 p.m.
- Monday, January 11 9 a.m. - 7:30 p.m.

**Office of Financial Aid - Room C-1310**
- Friday, January 8 9 a.m. - 4:45 p.m.
- Tuesday, January 12 9 a.m. - 7:30 p.m.
- Wednesday, January 13 9 a.m. - 7:30 p.m.
- Thursday, January 14 9 a.m. - 7:30 p.m.
- Friday, January 15 9 a.m. - 4:45 p.m.

For places and times, visit the [Office of Financial Aid website](#) or call 708.534.4480.
Secretary of State Services at GSU

The Secretary of State’s Mobile Service Unit will be at GSU on Tuesday, January 5, from 1:30 to 7: p.m., in the Hall of Governors.

Services available at the mobile service unit include driver’s license renewal, replacement, and corrections; State ID card renewal, replacement, and corrections; vehicle sticker sales; passenger and b-truck license plates, vehicle title and registration, parking placards for persons with disabilities; and organ/tissue donor information. In addition, vision tests and the written driver’s license exam can be taken. No driving tests will be given. Customers may also purchase vehicle registration renewal stickers for license plates, passenger vehicle license plates, and B-Truck plates.

The services provided are available to all qualified Illinois residents. State law allows driver’s license renewal up to one year in advance. Proper identification is required for new and duplicate driver’s licenses and state ID cards. Acceptable forms of payment include personal checks, cash, MasterCard, American Express, and Discover credit and debit cards.

For information and a complete list of acceptable forms of identification, call 708.534.4550 or visit the Mobile Service Unit website.

Knowing Your Database

Twenty-first century accounting professionals are increasingly asked to participate in the design and development of their company’s information systems. They often must create, maintain, and query their company’s electronic database.

Dr. T.J. Wang teaches his accounting students to know the principles of database normalization, the process of efficiently organizing information in a computer storage area. For nearly 10 years, he has told his students they need to be familiar with database normalization. Dr. Wang’s paper explaining why this practice is essential, Accounting for the Benefits of Database Normalization, appears in the January 2010 issue of the American Journal of Business Education. He is lead writer for the paper, co-authored by Dr. Hui Du and Dr. Conni Lehman, both of the University of Houston, Clear Lake.

The paper is based on an experiment that Dr. Wang conducted with GSU accounting students two years ago. First, students completed an exam on database normalization principles, including several “forms” that serve as rules for the construction of computer storage areas. Following the exam, they learned about the normalization forms, which dictate the creation of databases that effectively and efficiently store information.

Traditionally, Dr. Wang said, database normalization has been more within the realm of Management Information Systems. Accounting students learn Accounting Information Systems (AIS) but the storage of information on databases is not always part of their curriculum. AIS textbooks offer differing takes on normalization, he said, and some completely ignore the subject.

Dr. Wang believes students learning AIS need to receive consistent information on normalization and that this knowledge will give them greater confidence in their skills as accountants. Students need to know the nature of the database, including the size of its storage capacity. In striving for reconciliation – that stage of the accounting process when all the figures add up – students need to know that the numbers on the database are not redundant and how, if necessary, to locate them on the database.
Holiday Gratitude

The Department of Student Life would like to thank the many generous contributors to the December food drive. With the university community’s help, more than 90 families received food for the holidays.

Special thanks go to the departments of Admissions and Alumni Relations for their extensive donations, to GSU student Justine Putnam, who contributed more than $700 in food, and to the Student Senate for its donation of $2,500.

The Department of Student Life appreciates the kindness and generosity of everyone involved.