WELCOME TO IPFW!

IPFW is a better place because you are here and we are committed to your success!

OFFICE OF INTERNATIONAL EDUCATION
INDIANA UNIVERSITY–PURDUE UNIVERSITY FORT WAYNE
Please bring with you every day:

- Passport
- Orientation bag
- Name badge
Admitted Students: 109 from 29 countries

Austria  Bangladesh  Brazil  Canada  China  Ecuador  France  Gabon  Germany  India  Italy  Ivory Coast  Jamaica  Korea  Mexico  Myanmar  Nepal  Nigeria  Pakistan  Saudi Arabia  Scotland  Senegal  Sri Lanka  Sweden  Taiwan  United Arab Emirates  Vietnam  Yemen

Current Students: ~200 from 50+ countries
Office of International Education Staff

Brian Mylrea,
Director of International Education

- the international undergraduate student application and admission process,
- I-20 questions for F-1 students
- DS-2019 questions for exchange students and visiting scholars
- international student and scholar advising
- IPFW Merit Award.
- Great resource for those difficult questions!
Maureen Linvill, Assistant Director for International Student Services

- international undergraduate student application and admission process
- I-20 questions for F-1 students
- DS-2019 questions for exchange students and visiting scholars
- OPT/CPT and employment on campus
- international student and scholar advising
- social and culture advising
- Ask about joining International Student Organization
Marla Workman, Assistant Director for International Admissions

- international undergraduate student application and admission process
- I-20 questions for F-1 students
- Transcript & Transfer credit evaluation
- Student recruitment
- international student and scholar advising
Assistant Director for International Programs

- Academic and International advisor for J1 Exchange students
- study abroad program advising
- social and culture advising
Ramzi Saadeh, Administrative Assistant

- application processing
- general inquiries
- forms or procedures

Great resource for all those general questions and support!
Orientation Assistants (from back to front)  
Asif, Mercedes, Jaber, Chen, Seal, Helena, & Noel

See OA’s for:
- Orientation schedule and appointments
- Peer to Peer advice
- Help finding classes or other departments around campus
- Great resource for those questions only students can answer
HELENA SCHMIDT
CLASS STANDING: SENIOR
MAJOR: COMMUNICATION AND ENGLISH
HOME COUNTRY: BRAZIL
EMAIL: CARVH01@STUDENTS.IPFW.EDU
LANGUAGES: PORTUGUESE AND SPANISH

NOEL WEIBEL
CLASS STANDING: SENIOR
MAJOR: HUMAN SERVICES
HOME COUNTRY: UNITED STATES
EMAIL: WEINBC01@STUDENTS.IPFW.EDU
LANGUAGES: GERMAN
<table>
<thead>
<tr>
<th>Name</th>
<th>Major</th>
<th>Home Country</th>
<th>Email</th>
<th>Languages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jaber Almegbah</td>
<td>Electrical Engineering</td>
<td>Saudi Arabia</td>
<td><a href="mailto:Almejs01@students.ipfw.edu">Almejs01@students.ipfw.edu</a></td>
<td>Arabic</td>
</tr>
<tr>
<td>Chen Zhang</td>
<td>Accounting</td>
<td>China</td>
<td><a href="mailto:Zhanc02@students.ipfw.edu">Zhanc02@students.ipfw.edu</a></td>
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<tr>
<td>Mercedes Yanez</td>
<td>Spanish Teaching</td>
<td>USA</td>
<td><a href="mailto:Yanemm01@students.ipfw.edu">Yanemm01@students.ipfw.edu</a></td>
<td>Spanish</td>
</tr>
</tbody>
</table>
Orientation Assistants

Trang Dao
“Seal”
MAJOR: ACCOUNTING & FINANCE
HOME COUNTRY: VIETNAM
EMAIL: DAOTT01@STUDENTS.IPFW.EDU
LANGUAGES: VIETNAMESE

Asif Mortuza
MAJOR: BIOLOGY
HOME COUNTRY: BANGLADESH
EMAIL: MORTA02@STUDENTS.IPFW.EDU
LANGUAGES: BANGLA
Tips for getting around campus & community

- Download IPFW app with map and event calendar
- Check schedule page 13 for abbreviation guide
- Please use bridges and sidewalks – *Do not walk on road*
- Never walk on Coliseum Blvd.
- Visit fwcitilink.com for bus route watch and schedule
- Uber or taxis available or ask your new friends for rides
First priority: Placement test and academic appointments – ask in Walb 145 for your already scheduled appointments. If you miss an activity on Wednesday or Thursday, you’ll have a chance to complete another day.

- **9am – 3pm CHECK IN**
  - Location: Office of International Education Walb 145
- **9:00am** Breakfast
- **Various times: 10 am – 5:45 pm:** Check with OIE for your assigned placement test time. **Location:** Testing Services, Kettler Hall 232 – Orientation assistant will take you there as a group
- **10:00am** Campus Tour
- **11:00am** myIPFW session **Location:** Neff B39 & B41, computer lab  Leave from Walb at 10:45 or end of campus tour
- **12:00n** Lunch **Location:** International Ballroom, Walb Union
- **12:30** Welcome to International Student Orientation & Overview of schedule
- **1:00 pm:** Student Panel – How to deal with culture shock
- **1:30pm** Campus Tour, if not present at 10am
- **3:00 pm** Optional Neighborhood Excursion St. Joe – Walk to the closest restaurants to campus, bring cash for snacks (unless it’s raining)
- **5:00pm** Shopping Trip *must sign up in back of ballroom*  Depart from the office at 4:45 pm

**DAILY CHECKLIST:**
- Move in be sure to turn in original signed lease and understand payment due dates
- Verify placement test appointment time with OIE
- Sign up for shopping time with list in back of ballroom
- Activate myIPFW (visit my.ipfw.edu, click first time user)
Thursday August 10th
Undergraduate Check-In Day 2

- 9am – 3pm CHECK IN Location: Office of International Education Walb 145
- Various times: 10 am – 5:45 pm: Check with OIE for your assigned placement test time. Location: Testing Services, Kettler Hall 232 – Orientation assistant will take you there as a group
- 9:00am Breakfast Location: International Ballroom, Walb Union
- 10:00am Campus Tour, if not present 8/9
- 11:00am myIPFW session if not present 8/9 Location: Neff B39 & B41, computer lab Leave from Walb at 10:45 or end of campus tour
- 12:00n Lunch Location: International Ballroom, Walb Union
- 12:30 pm: Student Panel – How to get involved on campus
- 3:00pm Scavenger Hunt
- 4:30pm Shopping Trip – Grocery or Mall *must sign up in office Depart from the office at 4:15 pm

DAILY CHECKLIST:
- Move in, be sure to turn in original signed lease and understand payment due dates
- Verify placement test appointment time with OIE
- Sign up for shopping time
- Activate myIPFW (visit my.ipfw.edu, click first time user)

First time freshmen only – Optional only for transfer, grad, and exchange students
Plan on 10 am -4pm required
Friday, August 11th  A&R Advising and Registration days

½ group AM and other ½ PM- Ask which group you’re signed up for

AM Group only
• 7:30am – Quick breakfast in WU 145
• 8:00 am to 12:00 pm Advising and Registration
  – Location: International Ballroom, Walb Union
• 12:00 Lunch- drop by Office of International Education, Walb 145 to grab a lunch.
• 1:00pm Grocery Shopping Trip *must sign up in office
  – Depart from the office at 5:15 pm

PM Group only –
• 9:30 Grocery Shopping trip *must sign up
• 12:00 Lunch- drop by Office of International Education, Walb 145 to grab a lunch.
• 1:00 pm to 5pm - Advising and Registration
  – Location: International Ballroom
• TBD 7:30 pm - Cookout at Student Housing Clubhouse

DAILY CHECKLIST:
• Activate myIPFW (visit my.ipfw.edu, click first time user)
• Purchase Books Location: Bookstore, Walb Union First Floor

First time freshmen only –
Optional only for transfer, grad, and exchange students
Plan on either 8-12 or 1-5 required
Saturday and Sunday  Free days

OIE Suggests:

• Check out free gym with student ID- Gates Athletic Center
• Breakfast at Cosmos Restaurant - 3232 Saint Joe Center Rd
• Dinner at Triangle Park - 3010 Trier Rd
• Take a walk on walking trail towards St. Joe or N. Anthony
• Play volleyball or basketball at IPFW Student Housing
• Plan a movie night with your new roommates or friends
• Take bus downtown to Farmers Market Saturday morning
Monday, August 15th
Upper-classmen Check-In Day & resources day

- **8:00am-10am Graduate and Transfer CHECK IN** *undergrad beginner students must be checked in by this time*
- **8:00am – 4:00pm:** Graduate Assistants only orientation **Location** – Walb Classic Ballroom
  - 4:00 pm: Graduate Assistant Check-in Walb 145
- **8:00am** Breakfast **Location:** International Ballroom, Walb Ballroom
- **8am-11am** – Time for Advising Appointments, Getting Books, Last Minute class changes, placement tests, other appts.

**12 pm to 5pm REQUIRED Location:** International Ballroom
- **11 am-1:00:** Banking Resource Fair — set up your Fort Wayne bank account **Location:** International Ballroom
- **11:30 am – 1:00pm:** Lunch
- **1:00 pm:** Smart Banking in College – Angie Profitt, IU Credit Union
- **1:30 pm** Introduction to IPFW and student information
- **2:00 pm** Library Services and CASA/Writing Center– Tiff Adkins, Associate Librarian and Susan Anderson, Head of Public Services
- **3:00 pm** Campus Tour if **not present 8/09 or 8/10**
- **4:00pm** myIPFW session *Must attend if you not on 8/9 or 8/10* **Location:** Neff B39 & B41, computer lab Leave from OIE at 3:45 or end of campus tour
- **5:00 pm** Shopping/Dinner at Mall (Optional) *must sign up*  
  - Chance to buy cell phone or sim card. **Location:** Leave from International Ballroom

**DAILY CHECKLIST:**
- Placement Tests (final day)
- Register for classes (final day) Check myIPFW for name/email of advisor & with Walb 145
- Activate myIPFW (visit my.ipfw.edu, click first time user)
- Purchase Books - **Location:** Bookstore, Walb Union First Floor
- Apply for Insurance waiver (if applicable, check website)
Tuesday, August 15th

Student Services and Resources

- **10:00 am** – Last chance campus tour
- **11:00am** Academics at IPFW
  - Academic Advising and Program Planning – Rhonda Meriwether, Director – Student Success Program
  - Academic Expectations – Suin Roberts, Associate Professor of Modern Languages and Linguistic
  - Honors Program – Dr. Farah Combs, Director of Honors Program and Continuing Lecturer in ILCS
- **12:00n** Welcome Lunch – Meet IPFW faculty and staff
- **1:15pm** Cultural Information Session – Meg Underwood
- **2:00pm** Student Services
  - Dean of Students – Robin Newman, Associate Dean of Students
  - Bursar’s Office – Shawna Squibb, Associate Bursar
  - Health and Wellness Clinic – Jennifer Gebert, CMA
  - Career Services – Kayla Klimasko, Career Counselor
  - IT Services, Security – Mandi Witkovsky, Manager
- **4:15** Optional Neighborhood Excursion- N. Anthony – Walk to the closest restaurants to campus, bring cash for dinner, and grocery shopping. Leave from Ballroom at 4:15 (unless it’s raining)
- **6:00pm** Walk or ride back to IPFW campus or student housing.

DAILY CHECKLIST:
- Be sure to run errands or schedule appointments before 11 am
- Attend all events with office
- Make new friends
- Give Meg a high-five to get some candy

Required for all
– required 11am to 4 pm
Wednesday, August 16th

Immigration, Insurance & Employment

- **10:00am** Immigration/Employment and Insurance *Please bring orientation bag, I-20/DS-2019, and passport*
  - **Location**: International Ballroom

- **11:30am** IPFW Merit Award Scholarship Session  
  - **Location**: Office of International Education  
  - **Only for those students receiving a IPFW Merit Award**

- **12:00 pm** Lunch  
  - **Location**: International Ballroom

- **1:00 pm** Salsa, Swing, & Sweets– with IPFW Ballroom Dance Club – Meet current IPFW students, learn to dance, and have some desert  
  - **Location**: Classic Ballroom, Walb Union

**DAILY CHECKLIST:**

- If not present 8/10 - Obtain Student Identification Card  
  - **Location**: Walb Union Information Desk  
  - *AFTER course registration*

- Pay Tuition and Insurance  
  - **Location**: Bursar’s Office, Kettler Hall Room 107

- Purchase Books  
  - **Location**: Walb Union First Floor

- Provide OIE with updated address or phone information  
  - **Required for all**  
  - Please plan on being with OIE 10 am to 2pm
Thursday, August 17th

All IPFW New Student Orientation (NSO) - required for some undergraduates, Grad free time

- **7:30am** – Quick breakfast in WU 145
  - Optional **7:45 AM** Walb 145 – Walk to NSO together

- **8:00am –4 pm** Undergraduate students follow NSO Schedule
  - **Location:** Check-in Rinehart Lobby
  - **These colleges ONLY:** Student Success Program Pathways (SSP), Visual & Performing Arts (VPA), Education/Public Policy, Engineering, Technology Computer Science (ECTS)
All IPFW New Student Orientation (NSO) - required for some undergraduates, Grad free time

- **7:30am** – Quick breakfast in WU 145
  - Optional **7:45 AM** Walb 145 – Walk to NSO together
- **8:00 am – 4:00 pm** Follow NSO Schedule **Location:** Check-in Rinehart Lobby
  - These majors ONLY: Student Success & Transitions (SST Pathways), Arts & Sciences (COAS), Health & Human Services (HHS), Business (DSB)
- **4:00 pm – 7:00 pm Freshmen Fest - Both Thursday and Friday groups**
  - **Location:** Gates Fieldhouse

**DAILY CHECKLIST: (Must be complete by Friday, 5pm)**

- Last day to modify class schedule
- Pay Tuition and Insurance – DUE TODAY AT 5PM
  - **Location:** Bursar’s Office, Kettler Ground floor
- If not present 8/10 - Obtain Student Identification Card *AFTER course registration*
  - **Location:** Walb Union Information Desk
- Purchase Books – Must have for first day of class, 8/21
Agenda- Intro to IPFW session

- Review general campus information
- Role of advisor
- Class standing
- Course selection and registration
- Paying bills
- Student success tips
- What to expect the rest of orientation
General Information

The Goal is to get to Graduation
Stay Connected = Checking IPFW email is mandatory

@IPFW Office of International Education
@ipfwinternational
@ipfwoie

• Semi-Weekly Email Updates
  – Part 1: IMPORTANT for all – Please read
  – Part 2: Interesting for some – Please skim

DID YOU KNOW?
You can easily access myIPFW email on your phone! – Visit
http://www.ipfw.edu/offices/its/resources/email/mobile.html
And download the IPFW App for myIPFW
Why should you see your advisor?

- Check on degree progress and/or schedule classes
- Develop an academic plan
- Discuss withdrawing or auditing
- Discuss problems with courses and/or instructors
- Learn about extracurricular opportunities that will enhance your education and make you more marketable upon graduation.

You can find out who your advisor is on the Enrollment tab in myIPFW or just ask us.
Joint Responsibility

• Advisor’s Responsibilities
  – Know degree requirements and university policies
  – Refer to other university resources as needed
  – Provide information or guidance about campus/community opportunities
  – Get to know you and your plans for the future

• Student’s Responsibilities
  – Ultimately, you are responsible for knowing your degree requirements
  – Know who your advisor is, how to contact them, and where your department is located
  – Make your own decisions based on advice in a timely manner
  – Reach out when you need help. Inform your advisor of needs, sickness, goals, etc.
  – **Check your campus email frequently ***REQUIRED***
    • Just because you didn’t read it, doesn’t mean you didn’t receive the information!
## Credit hours & class standing

<table>
<thead>
<tr>
<th>Class Standing</th>
<th>Credit Hours Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0 – 29 Hours</td>
</tr>
<tr>
<td>Sophomore</td>
<td>30-59 Hours</td>
</tr>
<tr>
<td>Junior</td>
<td>60-89 Hours</td>
</tr>
<tr>
<td>Senior</td>
<td>90 + Hours</td>
</tr>
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</table>
Getting Started at IPFW: Your First Semester

IPFW Academic Calendar

• Classes begin Monday, Aug 25 and finals go through Dec 19

• Payment for classes is Due Friday, August 19

• You may add and drop courses during the first week of classes, based on course availability through Friday August 26

• Starting Week 2 – 2/2, you must talk to your academic advisor and complete an online form to drop a class.

• To drop below full time, must meet with OIE
  • 12 credits- UG and 8/9- GR , 6 GA
Understanding IPFW’s refund schedule

<table>
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<tr>
<th>Course Dropped</th>
<th>Refund Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1 (Days 1-7)</td>
<td>100%</td>
</tr>
<tr>
<td>Week 2 (Days 8-14)</td>
<td>60%</td>
</tr>
<tr>
<td>Week 3 (Days 15-21)</td>
<td>40%</td>
</tr>
<tr>
<td>Week 4 (Days 22-28)</td>
<td>20%</td>
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<tr>
<td>Week 5 and later</td>
<td>0%</td>
</tr>
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</table>

This schedule only applies to full-semester fall and spring classes; any shorter courses and summer courses would follow a different refund schedule. The refund schedule can be found in myIPFW and at ipfw.edu/financial.
Withdraws, audits and incompletes

• Withdraw deadline for is Friday, October 28, 2016
  – Withdraw= To “drop” a course, to officially “un-register” from a course (you can’t just stop going to class)
  – If you do not follow the procedures before 10/28– you might receive an F on your transcript
  – All requests to withdraw are determined by the Center for Student Success & Transitions (SST)

• Late Withdraw - only for documented circumstances beyond your control that happen after the deadline.
  – Always communicate with OIE, your advisor, and your professors. Everyone at IPFW wants to help.

• Incomplete - a grade of incomplete can be given by an instructor if a student is unable to complete specific course requirements for clearly unavoidable, non-academic reasons.

• Withdraws & incompletes cannot be used to avoid a low grade!
A student will be placed on Academic Probation and notified by the Registrar via email when the students’ semester or cumulative GPA is lower than 2.0.

- Removal from probation occurs upon achieving a 2.0 in a given semester and raising your cumulative GPA above a 2.0.

- Students on probation will be enrolled in a student success course to obtain the tools necessary for academic success.

A student on probation will be dismissed if their cumulative and semester GPA is below 2.0 after two consecutive semesters.

- If dismissed, you can appeal, transfer, or leave the country.

- Always discuss options EARLY (September/October) with your academic advisor and the OIE.
How your actions impact use of financial aid

• In order to be eligible for financial aid, you must successfully complete 67% of the courses you attempt and be in good academic standing (2.0 GPA).
• Anytime you withdraw, audit or fail a course it counts against your completion rate.
• Anytime you drop a course after the first week, it shows on your transcript with a grade of W and counts against your completion rate. (different deadlines for shorter courses)
• This can impact your financial aid eligibility in the future, even if you are not currently using financial aid.
Your official source for university information.

Go to [http://bulletin.ipfw.edu/](http://bulletin.ipfw.edu/)

- Lists of majors and minors
- Degree requirements
- Course descriptions (including pre-requisites)
- IPFW policies and procedures
- Student rights and responsibilities
- General Education requirements and courses
Course Schedule

How to schedule each semester and prepare for your advising appointment
The 4 Year Plan

This is required by the State Legislature. If you make a 4 year plan and you follow that plan, the department must make a course available to you to graduate—if the required course is FULL, or is NOT OFFERED, in the semester that your 4 year plan states then you are eligible for a free class if the department cannot accommodate you. If you deviate from this plan, for whatever reason, then this free class DOES NOT apply.

- During the first semester of your Freshman year each department will be offering a date(s) in which Advisors will help you make a 4 year plan for yourself. Please look for announcements. This plan will be part of MyBluePrint.
No longer used officially but you might be handed one!

An organization of general education and major requirements – the courses required to complete your degree

The suggested courses are simply suggestions - you can take whatever courses that you want provided that they fit the Gen Ed requirements – see your advisor for a listing of courses that do fit
myBLUEprint

− myBLUEprint will allow you to follow your Progress Towards Degree status and to see what classes you still need to take

− You should be able to find all your transfer credits (if you do not see credits you think should be there then talk with your advisor about how to get those into MyBluePrint) and AP/IB credits (you need to show proof of your scores)
### myBLUEprint

- **Student ID**: [redacted]
- **Level**: Undergraduate
- **Class Standing**: Freshman
- **Expected Graduation Date**: May 31, 2020
- **College**: Engineering Tech and Comp Sci
- **Program**: Engineering, Freshman ECE
- **Major**: Electrical Engineering
- **Concentration**: [redacted]
- **Degree**: Non Degree
- **Advisor**: Smith, Karolyn M
- **Cumulative GPA**: [redacted]
- **Graduation Application**: [redacted]
- **Catalog Term**: Summer 2015

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#### Non-Degree, Pre-Major, or Undecided

- **Unmet conditions for this set of requirements:**
  - 99 credits are required. Please note that the credit total listed above represents total college credits. This may not reflect the number of credits that apply toward the block(s) below to determine how many credits are still needed toward your degree requirements.

- **You meet the minimum GPA requirement to enter most programs.**

- **You are currently in a non-degree academic program.**

- **Engineering General Education Requirements**

  - **Still Needed:** See Engineering General Education Requirements section

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#### Engineering General Education Requirements

- **Unmet conditions for this set of requirements:**
  - 35 credits are required. You currently have 19 of these credits completed or in progress and need 16 more.

### GENERAL EDUCATION CORE 30 REQUIREMENTS

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<thead>
<tr>
<th>Requirement</th>
<th>Course Code</th>
<th>Course Title</th>
<th>GPA</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Reading, Writing &amp; Inquiry - Category A1 - Written Communication</td>
<td>ENGL 10600</td>
<td>First-Year Composition</td>
<td>A+</td>
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<tr>
<td>Fundamentals of Speech - Category A2 - Speaking/Learning</td>
<td>COM 11400</td>
<td>Fundament Of Speech</td>
<td>B</td>
<td>3</td>
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<tr>
<td>Analytical Geometry/Calculus I - Category A3 - Quantitative Reason</td>
<td>MA 16500</td>
<td>Analytic Geometry/Calc I</td>
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<tr>
<td>Analytical Geometry/Calculus II - Category A3 - Quantitative Reason</td>
<td>MA 16600</td>
<td>Analytic Geom &amp; Calc II</td>
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<tr>
<td>General Chemistry I - Category B4 - Scientific Ways of Knowing</td>
<td>CHM 11500</td>
<td>General Chemistry</td>
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</tbody>
</table>

- **Still Needed:**
  - 5 Credits in PHYS 15200*
  - Still Needed: 3 Credits in @ @ with Attribute GB5
  - Still Needed: 3 Credits in @ @ with Attribute GB6
  - Still Needed: 3 Credits in @ @ with Attribute GB7
  - Still Needed: 3 Credits in ECE 40500* Location - CS, DE, FW, FWD, IFW, PFW, PC, WC, WC
  - Still Needed: 3 Credits in @ @ with Attribute GB7

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* PHYS 15200 may be replaced by ECE 14000 or ECE 14000A.

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[myBLUEprint](http://www.myblueprint.com)
Registration Guides

• Click on registration: add/drop,
• then hit “search for classes”,
  – then hit “advanced settings” Advanced settings will allow you to find classes that are approved for the General Education Area
  – After hitting “advanced settings” scroll down the attribute typelist to find the Designations for Gen Ed classes: A (1,2,3) and B (4,5,6,7,8)Click on one of these to enable you to find classes offered in each area

• Hit submit (section search) button
You can search by subject area – OR- highlight all the subjects and perform an “attribute search” which allows you to search for specific General Education classes in specific areas and more
Explain the schedule!

• College Credit / Time Management
  – 3 credits = 3 hours/week in class + 3-9 hours of study time outside of class
  • MWF (Monday/Wednesday/Friday) 9:00-9:50 AM
  • TR (Tuesday/Thursday) 9:00 -10:15 AM
What is a credit?

- **CRN**: A Course Reference Number (CRN) is a unique 5-digit identifier for a course given in any term. It is used to register for classes.
  - Click the CRN to see a course description and P – Pre-requisites
- **Course #**: Name of course regardless of # of sections
  - Click the course name to see the book required for the course
- **Hrs**: Credits/hours per week in class
- **Actv**
  - LEC= Lecture – In Class
  - IS = Independent study – 1:1 with professor
  - DIS = Distance, usually online course
  - Hybrid Section = Part online, part in class
What is a credit?

- **Days:** Only go to class the days and times listed
  - U-Sunday M-Monday T-Tuesday W-Wednesday R-Thursday F-Friday, S-Saturday
- **Time:** Time in classroom – Arrive 5 minutes early! For every 1 hour in class, plan 2-3 hours studying/reading/preparing for class
- **Bldg/Room:** Location of course, check the YAPP app or your schedule or a map and key
- **Start-End:** Most courses are 16 weeks, some are 8 weeks. You will no have class on days the university is closed or if the professor cancels class
- **Can I register for this class?**
  - Max ENRL: # of people who can be in course
  - Act Enrl: # of people actually signed up for course
  - Seats Avail: # of available space open in the course
  - Wait list: You may register for the waitlist, then if someone drops, the class – you can join.
Rules and Regulations

The Bulletin: Know the rules and regulations that will help you succeed.
Classroom etiquette

• No unnecessary use of computers
• No cell phones
• No! Falling asleep
• Attendance is required
• Blackboard (elearning in my.ipfw)
  – PowerPoint notes, Syllabi and Course Information
  – Communication with Professor
Campus Services and Resources

*We are here to assist you.*
Support for students

If you find that you are having trouble in any specific class you should:

• Discuss your problems with the Instructor to find out if there is any supplemental instruction or tutoring available

• Discuss with Instructor any “tricks” for studying that you might employ (look over exam and find out where you did not study enough or where you might not have understood material)
  — Discuss your options for changing to “AUDIT” or “Drop” or “Withdrawal”--there are specific dates for these so be aware of these dates and policies—ASK SOMEONE HOW THIS MIGHT AFFECT YOUR FINANCIAL AID

• TALK WITH ACADEMIC AND INTERNATIONAL STUDENT ADVISOR
What can you do to be a successful student?

1. Manage your time wisely, balancing work and school.
2. Get involved in campus activities.
3. Get to know your faculty and classmates.
4. Use your student planner and syllabi.
5. Be committed from the first day – it’s hard to raise a low GPA.
6. Realize that college is not high school – what worked before may not work now.
7. Don’t be afraid to ask questions or seek help!!
To participate in the honors program in your first year, you only need to meet one of the following:

- top 10% of your high school class
- 650 SAT score in writing, critical thinking or mathematics
- 1800 combined SAT score
- 27 ACT score

If you are a current student at IPFW, you can participate by having one of the following:

- 3.3 cumulative GPA after 12 GPA related credit hours at IPFW
- 3.5 transfer GPA (if fewer than 12 credit hours at IPFW)
Why should I become an Honors Student?

• Get more from your degree
  – Unique Experiences
  – Honors Courses
  – Honors Project
  – Extracurricular Activities
  – Collaboration and Friendships
  – Priority Registration
The Office of the Bursar is responsible for the billing and collection of your tuition and fee charges for the university.

• Fees are due by the published deadlines. The due date can be found on your eStatement, the Bursar webpage under Paying for College, and in myIPFW.

• eStatements are delivered electronically beginning mid-July. Watch your student email for notification of a new eStatement.

• Log in to myIPFW and review your Bursar Student Account—click on $.

Prior to the due date, ensure your account is in good order by:

a) Paying in full; or

b) Complete the financial aid application process, learn that your award is sufficient, then accept it and verify it disburses to your Bursar Account; or

c) Enroll in a payment plan and defer the cost over the semester
The Dean of Students Office oversees several services for students, such as free personal counseling and Services for Students with Disabilities.

The staff in this office act as advocates for students who have a problem at the university.
• Many options to meet your needs and budget
  – *New* and *Used* textbooks
  – *Digital* and *Rental* textbooks
  – IncludED (some course materials are included in your course fees and are charged to your student account)

• **Mastodon Tech Hub** (2nd floor)
  • Best place to purchase technology
  • Apple and PC’s academically priced
  • Great trade-in program
  • In-store Apple service center
  • They know what each department requires and recommends

• **Mastodon Mart** (lower level)
  • Your campus convenience store – quick food, magazines, and other items
Important campus information

- If class starts at 8AM – that means you should arrive in the classroom by 7:55 AM
- Students may park in any lot or garage on campus with white parking lines. Avoid green lines as those are the paid permit lots for the faculty/staff.
  - Parking is crazy for the first few weeks – come early!
- Blackboard is an online “website” for your classes – accessed through my.ipfw.edu
- Need suggestions for classes? Talk to our Orientation Assistants and staff
How will I remember all this information?

You don’t have to!

• All the information in this presentation will be discussed in detail with advisors or in a freshman course.

• You just need to be aware of it and know where to find it when you need it.

• Visit our website – ipfw.edu/international, your department website, and just ask!
<table>
<thead>
<tr>
<th>DATE</th>
<th>DAY'S ACTIVITIES</th>
<th>PLEASE PLAN ON BEING WITH OIE</th>
</tr>
</thead>
<tbody>
<tr>
<td>WED Aug 9</td>
<td>Undergraduate Check in Day 1 Placement Tests, Campus Tour, Information sessions, Optional neighborhood trip &amp; grocery shopping</td>
<td>9AM – 3PM with some breaks</td>
</tr>
<tr>
<td>First time</td>
<td></td>
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<tr>
<td>Freshmen only</td>
<td></td>
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<tr>
<td>THURS Aug 10</td>
<td>Undergraduate Check in Day 2 Placement Tests, Campus Tour, Information sessions, and optional mall or grocery shopping</td>
<td>9:30 AM – 4PM with some breaks</td>
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<tr>
<td>First time</td>
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<tr>
<td>Freshmen only</td>
<td></td>
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<tr>
<td>FRI Aug 11</td>
<td>Advising &amp; Registration Day Course Registration, All IPFW new student information sessions, optional cookout dinner</td>
<td>either 8-1 OR 12-5 – Ask for assigned time</td>
</tr>
<tr>
<td>First time</td>
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<tr>
<td>Freshmen only</td>
<td></td>
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<tr>
<td>MON Aug 14</td>
<td>Transfer, Exchange, and Graduate Check in Day - Course registration final day, afternoon sessions and banking fair &amp; grocery shopping</td>
<td>various times 9AM- 5PM</td>
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<tr>
<td>All Students</td>
<td></td>
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<tr>
<td>TUES Aug 15</td>
<td>International Student Orientation Day 2 Student Services and Resources sessions</td>
<td>Check in – 8 am – 10 am</td>
</tr>
<tr>
<td>All Students</td>
<td></td>
<td>Required all day 12 – 5pm</td>
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<tr>
<td>WED Aug 16</td>
<td>International Student Orientation Day 2 - Immigration, Employment, Insurance, &amp; Optional – Meet current students</td>
<td>Required 10 AM – 1PM</td>
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<tr>
<td>All Students</td>
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<tr>
<td>THURS Aug 17</td>
<td>IPFW New Student Orientation - These colleges ONLY: Student Success Program Pathways (SSP), Visual &amp; Performing Arts (VPA), Education/Public Policy, Engineering, Technology Computer Science (ECTS)</td>
<td>Required for some UG 8AM – 4PM</td>
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<tr>
<td>Freshmen &amp;</td>
<td></td>
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<tr>
<td>Exchange only</td>
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<tr>
<td>FRI Aug 18</td>
<td>IPFW New Student Orientation These colleges ONLY: Student Success &amp; Transitions (SST Pathways), Arts &amp; Sciences (COAS), Health &amp; Human Services (HHS), Business (DSB)</td>
<td>Required for some UG 8AM- 4PM</td>
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<tr>
<td>Freshmen &amp;</td>
<td></td>
<td>Optional 4-7</td>
</tr>
<tr>
<td>Exchange only</td>
<td></td>
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