

May 28, 2009

Dear STEP Students and Families:

On behalf of Multicultural Affairs, we want to congratulate you on your acceptance into American University and the Summer Transition Enrichment Program (STEP). We are very excited to welcome you into our University community as a young, gifted, and talented student with truly great potential to excel. We are looking forward to your arrival on Sunday, June 21, 2009!

CHECK-IN, WELCOME PROGRAM, & NEW STUDENT ORIENTATION DINNER

All STEP students must arrive at American University's campus on Sunday, June 21, 2009 by 3:00 p.m. All students will be living in Letts Hall on the 6th floor. Students and families check-in at the front desk of Letts Hall, which is located on the south side of campus. Students must provide some form of identification when they check-in and be sure to share with the front desk receptionist of Letts Hall that you are checking-in for the Summer Transition Enrichment Program (STEP).

There are a few students indicated they will be arriving early, please confirm those logistics with Multicultural Affairs immediately via step@american.edu. Early arrival is on Saturday (June 20) only, one day before the start of the program.

At 5:00 p.m. on June 21st we will host a Welcome Program for families to learn more about the STEP program, meet with different staff members, and ask any questions related to STEP or other University-related concerns. We will serve refreshments and light hours' devours.

At 7:00 p.m. on June 21st STEP students will attend the New Student Orientation off-campus dinner. Students are encouraged to bring a minimum of \$20.00 to buy dinner. The purpose of this dinner is for the STEP students to meet other incoming first-year students and begin establishing those relationships and networks at an early start. If there are any concerns, we strongly encourage students to contact us at step@american.edu or call the Multicultural Affairs office at 202-885-3651.

NEW STUDENT ORIENTATION REGISTRATION

All STEP students are required to attend New Student Orientation on June 22 and June 23. Multicultural Affairs is covering the cost for each student to attend New Student Orientation. If family members would like to attend the family aspect of New Student Orientation they must register and cover the cost for attendance. Unfortunately, Multicultural Affairs cannot cover family attendance to orientation.

To register, please follow these instructions below.

1. Go to the portal, which is my.american.edu.
2. Click on "Activities & Events"
3. Then go to "Personalized Links" you will see a link that says "Student Checklist."
4. Click on the "New Freshmen Checklist" and then click on "New Student Orientation Registration;" follow the instructions thereafter. The session you are registering for is June 22 and June 23 (session 2). The system will recognize you as a STEP student so this will be

5. the only option. Additionally, you will be asked if you can check-in to the resident hall one day early as mentioned above. If you wish to check-in that Saturday, please check the box so that Multicultural Affairs can work with Housing and Dining Programs to make those arrangements.
6. At the end of this on-line registration, you will not need to pay unless a member(s) of your family are attending in which case I would recommend using “pay by check” so that you can bring a check with the total amount requested the day of orientation. If you have any questions, please do not hesitate to contact Multicultural Affairs at 202-885-3651 or New Student Programs at 202-885-3303.

STEP ROOMMATES

As we get closer to the start of the STEP, we will provide each of you with information about your STEP 2009 roommate. In early June, we will email roommate contact information so that you may reach out to your roommate prior to arrival in order to discuss a potential list of items to bring/share as we you live together for seven-weeks; items such as, a television, DVD player, mini refrigerator, stereo, or digital camera, etc. You will have two double beds, two desks, and a built in storage unit for your personal belongings. Given that the space is limited, discussing what each person will bring will eliminate both individuals bringing the same items and finding that there is not enough space to fit everything. Please keep in mind that these rooms are modest in size and you are sharing it with another person.

Additionally, there is a set of rooms that are set up for fall triple, meaning three students will live in one room. Living in a triple on AU’s campus is not uncommon. The selection of who wants to live in these rooms will be determined by when we receive your STEP enrollment form. In other words, if you have submitted your STEP enrollment form past May 1st then you will be considered for being in the triple. If you have any questions regarding this, please do not hesitate to contact Multicultural Affairs at 202-885-3651.

WEEKLY SCHEDULE

In addition to the roommate assignment, we have attached the current – and what we hope is the final – weekly schedule of classes and seminars for the entire seven-week of the program. We will review the weekly schedule in great detail during our STEP orientation, which takes place on the third day of the program. You will notice that everyone is participating in a math and a writing course for the summer; your math class is for credit so being on time for your class, doing the assignments, and participating in class is critical to being successful at any college. Also, everyone will participate in weekly morning seminar sessions, which are designed to further develop and enhance skills and prepare incoming students for their first-year in college. These morning seminars include sessions such as, time management, resume critique, etc. Additionally, you will notice that all students, including staff, will participate in one community service project at two (or possibly three) different location sites. Lastly, we have a variety of community building activities such as, movie nights, dinners, meet and greets, etc., which will be planned once you all arrive to campus. Again, we will review these details with everyone when you arrive for STEP.

MATH PLACEMENT EXAM

All incoming first-year students must take the math placement exam in order to be placed into a math class during the summer. The math placement exam will be taken on Monday, June 23, which is a part of New Student Orientation. Once we can determine, which math class you will be taken, your academic advisor will register you for the class. If you are unable to take the exam on this date

due to High School graduation activities, we will need to schedule this as soon as possible. Please contact Multicultural Affairs to inform them of your late arrival to the program.

We are so excited to meet everyone and are anticipating your arrival to the STEP program on June 21st. If you have any questions or concerns, again please do not hesitate to contact Multicultural Affairs at 202-885-3651 or visit our website step.american.edu.

Thank you and enjoy your last few days of High School!

Sincerely,
2009 Multicultural Affairs STEP Staff