



AMERICAN UNIVERSITY
WASHINGTON, D.C.

New Student Programs
4400 Massachusetts Avenue, NW
Washington, DC 20016-8168

Welcome to American University

We are excited about your acceptance to AU, and we are looking forward to meeting and getting to know you. We're also looking forward to helping you start your first year at AU off right. One of the best ways to do this is to attend transfer orientation.

As a transfer student, you've already experienced college life and you know what to expect. You're familiar with the workload, you know what most professors expect, and you know how important it is to get involved on campus. Transfer orientation programs are designed specifically with transfer students in mind. These programs offer you a chance to:

- meet other new transfer students
- ask questions of AU staff members
- get to know the campus
- take placement tests
- meet with your advisor
- get your AU student ID
- accomplish important tasks so that you feel comfortable when classes begin in August

We know you have lots of questions about AU, and we want to make sure you feel confident and prepared as you begin your first year here. Take some time to read through this brochure and visit our Web site to find answers to those questions. If you don't find what you're looking for, please feel free to contact us by phone or e-mail.

We're looking forward to getting to know you!

The New Student Programs Staff
Tiffany, Christina, Matt, Chris, and Katherine
202-885-3303
summit@american.edu



KNOW
WONK



Transfer Orientation 2011

Eagle Summit: Transfer Orientation

Program Information

Because we know that most transfer students have different needs than first-year students do, we have arranged for two programs designed specifically for transfer students.

TWO-DAY PROGRAM (JUNE 30–JULY 1)

Designed for students who are looking for a more traditional orientation experience, this program will not only provide important information about AU's distinctive services and resources but also allow for more opportunities to connect socially with other transfer students. In addition to participating in helpful student- and staff-led sessions, you will take the standard math placement exam, meet with academic units, and receive a final class schedule. The \$85 fee for this program includes four meals, program materials and giveaways, and activities. You may choose to stay on campus overnight in a residence hall for an additional \$75 per night. The fees for guest participation are the same.

If you plan to live on campus, an additional incentive for attending our two-day program is that you will have the opportunity to select your residence hall and/or your roommate for the fall. This option will be available for transfer students with fewer than 36 credits (prior to transfer) who have completed an application for on-campus housing prior to attending the orientation. Students who do not select housing while at orientation will learn about their housing status after July 15. For more information about this option, please contact Housing and Dining Programs at housinganddiningprograms@american.edu.

ONE-DAY PROGRAM (AUGUST 24)

This option is designed for transfer students who have already participated in a traditional orientation program and are interested in learning basic information about AU's distinctive services and resources and meeting with academic units. You will take the standard math placement exam, attend a meeting with your school or college, and receive a final class schedule. The \$60 fee for this session includes three meals, program materials and giveaways, and activities.

Registration Information

Registration begins on Monday, April 18. To register for an orientation program, you must submit your enrollment agreement indicating your plans to attend AU. Detailed instructions on how to do this are included in your acceptance letter from the admissions office. Once you have submitted your agreement, you can register using the my.american.edu portal.

After you register, we will send a confirmation to your AU e-mail address, which will include more information about **check-in times and locations, a link for directions to campus, and parking and shuttle information.**

If you've already activated your my.american.edu portal account, simply log in using your user name and password and click on the links as follows: Life@AU, then New Students, then New Transfer Student Checklist, then Register for Eagle Summit Transfer Transitions.

If you have not yet activated your account, you'll need to visit my.american.edu/accounts. You'll be prompted to enter your seven-digit AU ID number, which you received with your admittance letter from the admissions office. Follow the instructions to create your account. Once you've completed the account creation process, you'll be returned to the my.american.edu log-in screen, where you will key in your new user name and password. Then click on the links as follows: Life@AU, then New Students, then New Transfer Student Checklist, then Register for Eagle Summit Transfer Transitions.

If you're having trouble activating your account or logging on to the portal, call the Help Desk at 202-885-2550. A Help Desk staff member can also assist you if you've forgotten your password.

Changes and Cancellations

You can make changes to your registration by sending an e-mail with your request to summit@american.edu. Once we have processed the change to your registration, we will send an e-mail confirmation to your AU e-mail address along with information about payment adjustments. Any changes must be received at least 48 hours before the program for which you've been confirmed.

Requests for refunds are handled on a case-by-case basis, and cancellations or changes made after the deadlines will not be entitled to a refund. All refunds will be posted to AU student accounts.

Your AU ID Card

You can submit your own electronic photo for your student ID card using the New Transfer Student Checklist on the my.american.edu portal. **To have your ID card ready at your transfer orientation session, we must receive your photo by August 8.** To send us your photo, log on to the my.american.edu student portal and click on the links as follows: Life@AU, then New Students, then New Transfer Student Checklist, then Submit a Photo Electronically for Your AU Student ID Card and follow the instructions. If you do not submit your photo before transfer orientation, we still encourage you to do so as soon as possible. Submitting your photo electronically will save you the time and inconvenience of standing in line to get your picture taken on campus. Please contact Housing and Dining Programs at 202-885-3370 with any questions.

Class Registration

Your AU school or college will mail or e-mail you information about how to register for classes. If you do not receive information, please contact the advising office of the school or college that houses your intended major. Return registration materials as directed as quickly as possible to facilitate course registration.

Given the number and complexity of requirements in many majors, it is important to create an academic plan with your advisor. Your advisor will help you develop your interests and goals, review the transfer credits you have been awarded, and register you for your first semester classes.

Placement Exams

All new students are required to take the **math placement exam**, which will be administered during transfer orientation. The results determine course placement in mathematics. The exam consists of basic math and algebra problems, and you will not be permitted to use a calculator during the exam.

Students who plan to take an advanced (beyond 100-level) foreign language course (French, German, Russian, or Spanish) during their first semester should take the **foreign language placement exam** prior to participating in transfer orientation. This computerized exam is not timed but usually takes about 20 minutes. You can access the exam on the my.american.edu portal. Click on Language Placement Exam in the gray bar on the right side of the screen. **Follow the instructions to complete the exam and then either e-mail the results to your advisor or print your score and bring it with you to orientation.** If you plan to take an advanced-level foreign language other than French, German, Russian, or Spanish, you will need to take a paper exam during the orientation program.

Students who need disability-related accommodations for placement exams during transfer orientation should contact one of the following offices in advance to provide documentation of their disability and to request accommodations. Guidelines for documentation are posted on the Web sites.

Academic Support Center (for students with learning disabilities or Attention Deficit Disorder)
Phone: 202-885-3360; Fax: 202-885-1042
E-mail: asc@american.edu; Web: www.american.edu/asc

Disability Support Services (for students with physical, sensory, medical, or psychological disabilities or other access-related concerns)
V/TTY: 202-885-3315; Fax: 202-885-1160
E-mail: dss@american.edu
Web: www.american.edu/disabilitysupport

Visit Our Web Site

Go to www.american.edu/orientation for the following helpful information:

- sample Eagle Summit schedules
- arrival and departure information
- information about the math placement exam (administered during orientation) and the foreign language placement exam (available online)
- international student orientation information
- directions to campus
- a list of what to bring with you
- frequently asked questions
- August arrival information for new students

Bring This Folder to Eagle Summit

Looking for Off-Campus Housing for Fall 2011?

Summer Housing Search is a new, intensive, one-and-a-half-day program to assist AU students with locating apartments and roommates in the Washington, D.C., area. We'll provide you with information about the D.C. apartment market and tenants' rights and tips for living off campus successfully as an AU student. We'll also work with you to set up appointments with local apartment management companies, and we'll coordinate an opportunity to view a range of apartments. In addition, you'll have the opportunity to meet other AU students who are seeking roommates.

During the Summer Housing Search, students and parents will be housed in the Anderson Residence Hall, so you have an opportunity to get know the other students participating in the search for off-campus housing.

Summer Housing Search will take place on Tuesday, June 28, and Wednesday, July 29, and will lead directly into the Transfer Transitions orientation program, which begins on Thursday morning. While Summer Housing Search was created with transfer and graduate students in mind, any AU student is welcome to participate.

For registration and additional information, visit www.american.edu/summerhousingsearch.



By using environmentally friendly paper for this folder, American University saved the following resources:

4,388 gallons wastewater flow saved
9,000,000 BTUs energy not consumed
491 pounds solid waste not generated
1,522 pounds net greenhouse gases prevented

Source: environmentaldefense.org

Please reuse this brochure by bringing it with you to Eagle Summit.

An equal opportunity, affirmative action university.
UP11-435