We're excited about your acceptance to AU and 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 a transfer orientation.

As a transfer student, you've already experienced college life and 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 orientations are designed specifically with students like you 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
• 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'll have lots of questions about AU and 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 website for more information about AU. If you don't find what you're looking for, please feel free to contact us by phone or email.

Lastly, don't forget to scan the QR code or follow the link inside this brochure to see a short video on all that awaits you here at American. From sporting events and prominent visiting speakers to your classes, you'll get a glimpse of what everyday life on campus looks like.

The New Student Programs Staff
Tiffany, Mike, Kevin, Jessy, Elly, and Tori
202-885-3303
orientation@american.edu

New Student Programs
4400 Massachusetts Avenue, NW
Washington, DC 20016-8168
**CLASS REGISTRATION**
Your AU school or college will mail or email you information about registering for classes and completing other important tasks. 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 during your transfer orientation. Make sure you discuss your interests and goals, review the transfer credits you have been awarded, and register for your first semester classes.

Note that you won’t register for classes during orientation. Your advisor will review your proposed course selection for your fall 2012 classes, and—if appropriate—clear you to register. You’ll then sign up for your courses using the online AU Registration System. During the Academic Advising session, an advisor will confirm your course registration and give you a final copy of your class schedule.

**PLACEMENT EXAMS**
All new students are required to take an online math placement exam. The results determine course placement in mathematics, so students will need their placement scores to register for any math classes they wish to take. The exam will be available starting Monday, April 2, and must be completed by Thursday, May 22, for your advisor to clear you for course registration. For more information and to access the exam, please visit american.edu/provost/placement.

Students who plan to take an advanced (beyond 100-level) foreign-language course (French, German, Russian, or Spanish) during their fall 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 language-placement exam at american.edu/class/placement.cfm. Follow the instructions to complete the exam and then either print your score and bring it with you to orientation or register for your course based on your score. If you need to take a paper exam during the orientation program, contact the Office of Disability Services for alternative arrangements.

Students who need disability-related accommodations for placement exams should contact one of the offices in advance to provide documentation of their disability and to request accommodations. Guidelines for documentation are posted on the websites of these offices.

**Academic Support Center**
For students with learning disabilities or ADHD:
Phone: 202-885-3340
Fax: 202-885-3342
Email: asc@american.edu

**Disability Support Services**
(for students with physical, sensory, neurological, or psychological disabilities or other access-related concerns)
Phone: 202-885-3315
Fax: 202-885-1160
Email: dis@american.edu
Web: american.edu/disabilitysupport

**CHANGES AND CANCELLATIONS**
You can make changes to your registration by sending an email with your request to orientation@american.edu. Once we’ve processed the change to your registration, we’ll send an email confirmation to your AU email address along with information about payment adjustments. Any changes must be received at least five business days before the start of 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.

**WELCOME WEEKS PROGRAMMING**
During the week before classes begin, transfer students may participate in Welcome Weeks, which take place during the week of Saturday, August 18 (the first day students can move into residence halls), to Wednesday, September 5. Students registering for the two-day July Eagle Summit program will attend the two-day Welcome Week at Discover DC, or one of AU’s new freshman–or staff-led programs. Students registering for the one-day August Eagle Summit can take part in a one-day Transfer Service Experience or Discover DC. Look for more information about these programs in early June. In the meantime, please visit american.edu/welcomeweeks.

**LOOKING FOR OFF-CAMPUS HOUSING FALL 2012?**
Summer Housing Search is an intensive one-and-a-half day program to assist American University students with locating apartments and roommates in the Washington D.C. area. The program is designed to provide you with resources you’ll need to create your housing search. You’ll learn how to set up appointments with local apartment management companies and will coordinate an opportunity to view a range of apartments. In addition, in Washington, D.C. area apartments, you’ll have the opportunity to meet other American University students who are seeking prospective roommates.

During the Summer Housing Search, students and parents will be housed in the Anderson Residence Hall. We recommend that you stay in the residence hall during this program, so that you have an opportunity to get to know the other students participating in the search for off-campus housing.

Summer Housing Search will take place on Wednesday, July 18. This program directly follows the orientation beginning Monday, July 16. While this program was created with transfer students and graduate students in mind, any American University student is welcome to participate!

Additional information and registration information can be found at american.edu/summerhousingsearch.

**PROGRAM REGISTRATION**
Registration begins on Monday, April 30. To register for an orientation, you must submit your enrollment agreement and deposit 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 and deposit, you can register using the myAU.american.edu portal. After you register, you’ll be sent a confirmation to your AU email 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 myAU.american.edu portal account, simply log in using your name and password and click on the links as follows: Life@AU, then New Students, then New Transfer Student Checklist, and then Register for Eagle Summit Transfer Orientation.

If you have not yet activated your account, you’ll need to access the myAU.american.edu portal account, simply log in using your name and password and click on the links as follows: Life@AU, then New Students, then New Transfer Student Checklist, and then Register for Eagle Summit Transfer Orientation.

If you’re having trouble activating your account or logging in 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.

**YOUR AU ID CARD**
You can submit your own electronic photo for your student ID card using the New Transfer Student Checklist on the myAU.american.edu portal. To have your ID card ready at your transfer orientation session, we must receive your photo by July 1. Send us your photo by logging on to the myAU.american.edu portal, clicking on Life@AU, and then ID Card Information, and following the instructions. If you do not submit your photo before your transfer orientation, we will 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 202-885-3775 with any questions.