

# New Student Orientation

**Transfer admits: Spring 2020**

Visit [https://sites.rowan.edu/oslp/\\_docs/orientation/nso-guide-fresh.pdf](https://sites.rowan.edu/oslp/_docs/orientation/nso-guide-fresh.pdf) for information for first-year students

### Reserve your spot at orientation:

- \_\_\_\_\_ You must have already confirmed admission. It takes up to one week after confirmation before you will be able to access the orientation reservation system.
- \_\_\_\_\_ Review this reservation information and frequently asked questions document.
- \_\_\_\_\_ Discuss with your parents or adult family members whether or not they would like to attend Parent & Family Orientation. You will be asked to enter information for each guest attending orientation with you online.
- \_\_\_\_\_ Activate your Rowan Network account at <http://id.rowan.edu>.
- \_\_\_\_\_ You are eligible for academic advising during orientation for the major listed in your invitation e-mail only. If you would like to change your major, please contact Admissions (877-RU-ROWAN, 856-256-4200, or [admissions@rowan.edu](mailto:admissions@rowan.edu)) prior to completing your orientation reservations.  
  
*Parents: Let your students take the lead in reserving an orientation date and completing the New Student Checklist items in preparing for orientation. Doing so gets your student involved in the process and encourages personal responsibility, a highly beneficial skill for successful college students.*
- \_\_\_\_\_ Use our online reservation system to select your orientation date. The first time you access the system you will need to provide your name and Banner ID, then provide an e-mail address and password you would like to use to create your reservation.
- \_\_\_\_\_ You will receive an e-mail confirmation after you have successfully registered.
- \_\_\_\_\_ Check your Rowan e-mail regularly to stay up to date until orientation.

### Rowan is your new place, and orientation is your time to explore it.

Orientation is a great opportunity to learn more about your new University community. Campus offices and departments come together to welcome you and share information about student resources, campus policies, and expectations. Orientation is an informative and rewarding experience designed to make you feel confident in your future success at Rowan and prepare you for the spring term. New Student Orientation features separate programming for both students (see pages 1-8) and parents & adult family members (see page 9).

Please reserve your spot online at <https://sites.rowan.edu/oslp/orientation/nso.html> by January 1. Orientation date selection is based on academic major as space is available, so make your reservations now. Once you've completed the reservation process, you'll receive an e-mail confirmation of your selected session with additional information about housing, directions to campus, and what to bring.

If you have any questions, do not hesitate to call us at 856-256-4041.

*Katherine Kealey*

Katherine Kealey  
Director, Orientation & Student Leadership Programs

## **Congratulations on your decision to attend Rowan University!**

We are excited to welcome you to campus at an upcoming orientation program. Orientation is required for all new students and will provide you with important information about Rowan University and assist you in finalizing your spring term class schedule.

This is your invitation to reserve a spot at orientation on our web site – [go.rowan.edu/orientationreservation](https://go.rowan.edu/orientationreservation). There you will learn more about orientation, academic advising, registration for spring term classes, and find a checklist to help you get ready for Rowan.

### **New Student Orientation dates**

Students must reserve a spot to attend orientation in advance. We utilize an online reservation system that displays specific dates available according to major. Not every date may be offered for all majors, and sessions will close when maximum capacities are reached. Please use the orientation reservation system to view dates currently available for your major(s). Date(s) with space available for your major will be presented to you when you make your orientation reservation online. Academic advising will only be available for your major during the date(s) listed. Possible orientation dates include: Monday, January 6 or Wednesday, January 8.

### **In case of inclement weather**

If Rowan University is closed due to inclement weather, orientation will be rescheduled to Monday, January 13. You will be notified by e-mail and SMS text message (if you have opted in to this service and provided your cellular phone number and mobile carrier information through the orientation reservation system) if orientation is canceled for the day due to unsafe travel conditions. We will make every effort to hold orientation on the dates listed, but cannot hold a program if the University is closed. You can find Rowan University closing information at <http://rowan.edu/emergency>. If orientation is held as scheduled and you choose not to attend, please utilize the online reservation system or contact our office at (856) 256-4041 as soon as possible to reschedule as space at each session is limited.

## **About New Student Orientation**

New Student Orientation will provide you with important information about Rowan University and assist you in selecting your spring term classes. Orientation begins at 8 a.m. and concludes after you register for classes in the afternoon (no later than 4:30 p.m.).

New student orientation is designed for both freshmen and transfer students. All freshmen, readmits, and transfer students beginning in the spring term 2020 will attend the same New Student Orientation program. International students have a separate New Student Orientation program (see below).

A complete overview of the orientation program, maps & directions to campus, and a checklist of other items to complete before beginning classes is available during the orientation reservation process on our web site– [go.rowan.edu/orientationreservation](https://go.rowan.edu/orientationreservation).

### **International Student Orientation**

Orientation for international students is planned jointly by the International Center and Office of Orientation & Student Leadership Programs and will be held Wednesday, January 15 - Friday, January 17. International students will receive more information about this orientation program from the International Center. International students do not need to attend the January 6 or January 8 New Student Orientation program. Attendance at the international orientation program is required for all new international students.

### **Orientation fee**

The \$105 New Student Orientation fee covers the cost of orientation programming, including: meals (for both students and parents & family members); a Rowan t-shirt & drawstring backpack; publications & materials; mailings; rental of tables, chairs & equipment; the online orientation reservation system; and ongoing programming throughout the academic year to support your transition to Rowan.

Your fee will be applied to your spring term Rowan student account so any applicable financial aid can be applied. A detailed breakdown of orientation program costs is available on our web site, <https://sites.rowan.edu/oslp/orientation/fee.html>.

Up to two parents or adult family members are covered by the \$105 fee. Meals for additional family members can be added for \$25 per person

by calling our office at 856-256-4041 in advance. Students and parents & family members will receive a continental breakfast and lunch.

## New Student Checklist

Stay up to date on all of the items needed to begin the spring semester by utilizing your New Student Checklist within the orientation reservation system. You can return to the tasklist at any time from <http://rowan.edu/checklist>.

## Placement testing information

According to University policy, all incoming students are required to take Accuplacer Next Generation Reading and Accuplacer Next Generation Quantitative Reasoning, Algebra and Statistics placement tests unless they meet one of the exemptions that can be found on the Placement Testing website. No student will be considered officially registered until the required testing is complete. Additionally Accuplacer Next Generation Advanced Algebra and Function and the Rowan University Chemistry Placement Test may be required based upon your declared major, transferred credits and your admissions test scores.

For more information about Accuplacer Placement Testing, including instructions for scheduling your tests, click [here](#).

## Your Rowan University computing accounts

Students will have two primary log-ins for Rowan University computing systems:

**Banner ID and PIN:** Used to access Self-Service Banner (<http://rowan.edu/selfservice>) to apply for housing, register for classes, request a parking permit, and update your Personal Information. You can find your Banner ID from your Admissions materials, the orientation invitation e-mail, or the mailing label from the orientation reminder postcard (it typically begins with 91...) and your PIN is initially your birthdate (as *mmddyy*).

**Network username and password:** Used to access WiFi, Blackboard, email and nearly every other digital resource on campus. Check your email (*NetworkUsername@students.rowan.edu*) at <http://mail.students.rowan.edu>. You can update your password at <http://rowan.edu/password>.

**Laptop Initiative:** Need a new computer for school? Visit <http://rowan.edu/laptop> for recommended systems and college student discounts.

## Orientation program expectations

We expect students to make their own reservations for orientation (and to make the parent & family reservations as well). Students are responsible for managing their Rowan Network and Banner account information and keeping this information safe and secure. Students should not share this information with anyone in order to protect the confidentiality of student records. See <https://confluence.rowan.edu/display/POLICY/Acceptable+Use+Policy> for the complete Acceptable Use Policy.

We expect students to attend all orientation activities. All sessions during orientation are required and programming is specifically designed to assist students with their academic and social transition to the University.



**Look for us at orientation. See you then!**

Learn more about the PROS at  
<http://rowan.edu/pros>



It is our goal for students to build a relationship with their advisors as well as learn the necessary skills to register on their own in future terms. Therefore, we expect students to register for classes with the assistance of the professional academic advisors only, and not their parents or family members.

We expect students to follow all University policies, as well as all applicable laws and ordinances, including rules prohibiting alcohol and drug use. Failure to comply with these rules can result in dismissal from orientation without being permitted to register for classes, termination of fall residence hall contract, further disciplinary action by the University, and/or legal consequences such as arrests, tickets and fines, and future appearances in local courts.

## About the PROS

The PROS (Peer Referral and Orientation Staff) assist students in their transition to the Rowan community and act as a referral source to direct their peers to on-campus resources, facilities, and professionals appropriate to their needs.

PROS are student leaders who are selected and trained to offer support to their peers during their transition to Rowan. They are enthusiastic about attending Rowan and they hope you will feel the same way. The PROS want students and parents to get personal attention, become familiar with the campus, and have a pleasurable and rewarding experience at Rowan. PROS will be on hand to offer their expertise at Orientation and also during your first semester.

## Bring your own device

Limited computer lab facilities will be available for student use during orientation. If you would prefer to bring your own laptop or tablet for use during advising and registration, you will need to configure it for the Rowan Secure wireless network. See [go.rowan.edu/clearpass](http://go.rowan.edu/clearpass) for access instructions.

## Frequently asked questions

### Is orientation required?

Yes, all new students are required to attend an orientation program to learn about important University resources and policies, even if you have already registered for classes. If you are unable to attend one of the on-campus orientation programs, you can call our office at (856) 256-4041 for

information about our online orientation option. You must complete orientation (online or in-person) before you register for fall term classes.

### I am a readmit. Should I attend orientation?

If you previously attended Rowan, you are not required to attend orientation, but are encouraged to do so to learn about any policies that may have changed or new resources available to you.

### What if I have already registered for classes?

If you have already registered for classes, we encourage you to attend orientation to meet other students and learn about campus resources and policies. If you have already registered for classes, the Peer Referral and Orientation Staff (PROS) will assist you in completing other campus business (such as placing your textbook order, getting your RowanCard ID, etc.) in the afternoon while other students are registering.

### I attended a New Transfer Information Session, do I need to attend Transfer Orientation too?

Yes. If you previously attended one of the University Advising Center's Transfer Information Sessions either at Rowan's Glassboro campus or on-campus at your community college, you still need to attend a University Orientation program. Transfer Information Sessions prepare you to use online resources to begin building your class schedule, but do not share the many details Rowan is required to inform new students about during a comprehensive orientation program.

### What credits will transfer to Rowan?

See [www.njtransfer.org](http://www.njtransfer.org) for New Jersey institution course equivalencies or the "Course Equivalents" link on the Registrar's website (<http://rowan.edu/registrar>) for other standard course equivalencies. To expedite the advising process during orientation, you are asked to bring a printed copy of your transfer credit evaluation, available at <http://rowan.edu/selfservice> with you.

### **Do I have to wait until orientation to register for classes?**

Academic advising and course registration are offered as part of orientation. If you are comfortable understanding degree requirements, searching for classes, and using the Self-Service Banner system to register on your own without an advisor's help, you may begin the process before orientation and confirm your schedule when you meet with your academic advisor. A few majors are able to offer advising prior to orientation, see <https://sites.rowan.edu/oslp/orientation/advising.html> for a list of these departments. Please contact only the departments listed, as these departments are providing an additional level of service *as staff time permits* in advance of orientation. Not all departments are able to provide advising prior to orientation.

### **Is parking available on campus during orientation?**

Yes. Students attending orientation can park in Lot D. For driving directions, visit <http://rowan.edu/maps>.

### **What if I require special accommodation due to a disability?**

If you have a condition that might affect your participation in orientation, the Office of Orientation and Student Leadership Programs will coordinate any arrangements you may need while you are on campus. Please select any necessary accommodations when you make your orientation reservation, as some accommodations require at least two weeks to arrange. You may also want to contact Disability Resources to discuss your needs for the upcoming academic year (856-256-4259).

## **Reserve your orientation date**

Please complete your orientation reservations online at [go.rowan.edu/orientationreservation](http://go.rowan.edu/orientationreservation) by January 1:

1. Discuss with your parents or adult family members whether or not they would like to attend Parent & Family Orientation. You will be asked to enter information for each guest attending orientation with you in the online system.
2. Activate your Rowan Network account at <http://id.rowan.edu>.
3. Review the orientation expectations (see page 4).
4. You are eligible for academic advising during orientation for the major listed in your

invitation e-mail only. If you would like to change your major, please e-mail [transferhelp@rowan.edu](mailto:transferhelp@rowan.edu) (transfer students) or contact Admissions (freshmen) before completing your orientation reservations.

5. Visit [go.rowan.edu/orientationreservation](http://go.rowan.edu/orientationreservation) to access our online reservation system. You will use your Rowan Network username and password to log in. Please visit [id.rowan.edu](http://id.rowan.edu) if you need to set or reset your password.
6. You will receive an e-mail confirmation after you have successfully registered.
7. Check your Rowan e-mail regularly to stay up to date until orientation.

## Using the Orientation Reservation System

To access the orientation reservation system, you will need to use your Rowan Network username and password. Please visit [id.rowan.edu](http://id.rowan.edu) if you need to set or reset your password.

At the first screen (Personal Information) you will verify these fields:

You have the option of providing your Mobile Phone Number and carrier to receive SMS text messages about orientation, and providing emergency contact information. *Please note:* this information is used for orientation only. You must sign up separately for Rowan Alert emergency

### Reminder:

Don't forget to bring your credit evaluation and/or copies of your transcript when meeting with your advisor!

Your credit evaluation can be viewed online at <http://rowan.edu/selfservice>

## Permanent Home Address ?

Street Address 1: \* 201 Mullica Hill Road

Street Address 2:

Street Address 3:

City/Town: \* Glassboro

State/Province: \*\* New Jersey

[I would like to enter a non-US state/province.](#)

Zip/Postal Code: \*\*\* 08028

Country: \* United States of America

Permanent Home Phone Number:

XXX XXX XXXX

[I have an international phone number.](#)

Mobile Phone Number: \*

XXX XXX XXXX

[I have an international phone number.](#)

Would you like to receive text message reminders/announcements regarding orientation? \*

☐ Yes ☐ No

## Emergency Contact ?

First Name:

Middle Name:

Last Name:

Suffix: - Select Suffix -

Relationship To Student: - Select Relationship -

Same As Home Address: ☐

Street Address 1:

Street Address 2:

Street Address 3:

City/Town:

State/Province: - Select State/Province -

[I would like to enter a non-US state/province.](#)

Zip/Postal Code:

Country: United States of America

What is the best phone number to call in case of emergency?

XXX XXX XXXX

[I have an international phone number.](#)

Emergency Contact E-mail:

text messages and specify your academic year emergency contact information using Self-Service Banner (<http://rowan.edu/selfservice>).

On the Questionnaire screen, confirm your major and let us know if you are a student veteran. Specify your t-shirt size and describe in detail any special accommodations you require. *Please note:* do not list vegetarian or vegan meal requests, there is always an ample selection of these items in campus dining halls.

**Welcome to Rowan University.** This is an exciting and challenging time for you, and we have orientation programs to help make your transition into the Rowan University community as smooth and successful as possible. As a new student, you must participate in orientation. Orientation is a chance to begin preparing for life at the University and offers you the opportunity to:

- Learn about academic requirements
- Develop an academic plan with an advisor from your school or college
- Become familiar with the campus, its facilities, and resources
- Meet other new and current students
- Select and register for Spring 2019 classes

**Orientation Expectations**  
We expect students to make their own reservations for orientation (and to make the parent & family reservations as well). Students are responsible for managing their Rowan Network and Banner account information and keeping this information safe and secure. Students should not share this information with anyone in order to protect the confidentiality of student records. See the complete [Acceptable Use Policy](#) for more information.

We expect students to attend all orientation activities. All sessions during orientation are required and programming is specifically designed to assist students with their academic and social transition to the University.

It is our goal for students to build a relationship with their advisors as well as learn the necessary skills to register on their own in future terms. Therefore, we expect students to register for classes with the assistance of the professional academic advisors only, and not their parents or family members.

We expect students to follow all University policies, as well as all applicable laws and ordinances, including rules prohibiting alcohol and drug use. Failure to comply with these rules can result in dismissal from orientation without being permitted to register for classes, termination of the residence hall contract, further disciplinary action by the University, and/or legal consequences such as arrests, tickets and fines, and future appearances in local courts.

Please verify the Student Information below and complete the Additional Information and Special Accommodations as requested. Rowan University is comprised of several colleges offering different major courses of study and admits new students to participate in specific majors. The major to which you received admission is listed below, and you will be assigned to the advising group for this major during orientation.

**PLEASE NOTE:** It is your responsibility to ensure the accuracy of your major displayed below as all majors do not participate in every orientation session. If your major is not listed correctly-Freshmen- please contact Admissions; Transfer students- please email [transhelp@rowan.edu](mailto:transhelp@rowan.edu).

If you have any questions regarding a particular section of the reservation, please click the green question mark (?) icon for more detailed instructions.

### Student Information ?

Student Type: Transfer

Student Group(s): N/A

Semester: Spring 2019

College: College of Performing Arts

Campus: Glassboro

Major: Music Education: Vocal/Subject Matter Teaching

### Additional Information ?

Are you a veteran of the United States armed forces, current active duty military or reservist, or dependent of a veteran? \*

☐ Yes ☒ No

What is your t-shirt size? \*

L

\* Indicates a required field

### Special Accommodations ?

OSLP will coordinate any arrangements you need while on campus, such as mobility, assistive, or visual accommodations or dietary needs. Mark the appropriate special accommodation(s) below, and we will contact you prior to your orientation session to discuss your needs.

*† Please note that special requests are not necessary for vegan and vegetarian meals - an ample selection of these items is always available from the Marketplace dining hall.*

- ☐ Hearing
- ☐ Learning Disability
- ☐ Mobility
- ☐ Sight
- ☐ Dietary
- ☐ Other

\* Indicates a required field

[Save & Back](#)

[Save & Continue](#)

At the Dates screen, specific orientation dates with space available for your major will be listed. Select the earliest date you are available to attend.

The following orientation date(s) are available for you. This is based on your admit type (freshman, transfer, international, ASCEND, Camden Campus, Honors, etc.), major, and space availability, so not all orientation dates may be available for you. The date(s) listed below are the only date(s) academic advisors from your major(s) are participating in orientation. We recommend you select the earliest date that works for you to attend orientation.

### My Session

Please select the orientation session you would like to attend: \*

☐ Thursday, January 3, 8:00 AM - 4:00 PM  
New Student Orientation  
200 of 200 reservations available.  
*New Student Orientation for all freshmen and transfer students beginning courses in the spring term, 2019.*  
Student Fee: \$105.00

\* Indicates a required field

Save & BackSave & Continue

Next, select Add A Guest! to enter information for each parent or adult family member attending orientation one person at a time. You can add up to two Guests using the online system. If you will be bringing more than two Guests, call our office at (856) 256-4041 to pay the \$25 per person meal fee for each additional Guest.

Please note: Parent & Family Orientation is for adult family members only. We do not recommend that young children attend the program to ensure that it is as focused as possible. Also, no child care services are available.

If your parents and/or family members will be attending the same orientation session as you have selected, please add each guest below, one person at a time. You can add up to two guests attending Parent & Family Orientation using the online reservation system. If you will have more than two guests attending Parent & Family Orientation, please call our office at (856) 256-4041 so we may assist you in completing your reservation.

If your parents and/or family members would like to attend a different orientation session, please contact our office at (856) 256-4041 to inquire about availability.

### My Guests

Would you like to make a reservation for a guest?

Add A Guest!

Save & BackSave & Continue

Finally, My Reservation will display a summary of your orientation reservation request. *Your orientation date is not confirmed until click Submit and agree to pay the orientation fee via your student account.*

Because you have a pending payment, your reservation is INCOMPLETE. You will need to click the 'Pay Now' button below and submit your payment in order to complete your reservation.

These are your **orientation fees**. \$105.00

Submit

### Pay Now

Payment arrangements for the required undergraduate orientation fee must be made before your reservation is confirmed.

**ROWAN UNIVERSITY BURSAR ACCOUNT:**  
The most convenient way to pay the undergraduate orientation fee is to apply the fee to your Rowan student Bursar account. Click the Pay Now button and we will post the Amount Due to your Rowan University Bursar account once you attend orientation. Any available student account credits (applicable financial aid such as loans, scholarships, grants, etc.) will then be applied toward your fees. **You must make full payment of all student fees through the Bursar.** The undergraduate orientation fee must be paid before students can enroll in classes for the next semester after initial enrollment.

**TITLE IV FUNDS AUTHORIZATION:**  
I request that the orientation fee be billed to my Rowan University student account. I understand that this, and all current charges, will be due for payment according to the payment due dates as listed on the billing statements available at "Bursar Services" within Self Service Banner (<http://rowan.edu/selfservice>). Failure to make full payment by the payment deadline may result in a hold on my student account that prevents receipt of grades and/or transcripts, course registration, and graduation.

I authorize Rowan University to apply financial aid proceeds to all current charges in addition to institutional charges, which are incurred for educationally related activities, including parking fines, health center charges, miscellaneous fees, charges and fines, and other expenses.

**PAYMENT TERMS:**  
**PLEASE NOTE: The orientation fee is NON-REFUNDABLE.** Just as tickets to other major events are non-refundable, the orientation fee is non-refundable. As soon as you confirm an orientation reservation, we make non-refundable catering arrangements and purchase materials for your orientation session. We are unable to refund orientation expenses.

**STUDENT VETERANS:**  
If you are a veteran of the United States armed forces, current active duty military or reservist, or dependent of a veteran who intends to use veterans benefits for your educational expenses at Rowan, **PLEASE STOP HERE** and contact our office at 856-256-4043 to complete your reservation. Do NOT make payment here, we will assist you in completing your orientation reservation over the phone.

### Submit Payment

Amount Due: \$105.00

Payment Method: Confirm & Apply to Rowan University Bursar Account

\* Indicates a required field

BackPay Now!

My Reservation status will change to **CONFIRMED** and you will receive a confirmation e-mail once payment arrangements have been made and your reservation confirmed.

These are your **orientation fees**. \$105.00

**Your reservation is now complete!**

You should receive a confirmation email, which includes important information regarding orientation.

Please visit [www.rowan.edu/orientation](http://www.rowan.edu/orientation) for additional information and [www.rowan.edu/checklist](http://www.rowan.edu/checklist) for a list of important things to do before you begin classes.

Thank you for completing your reservation!

You can print this page by clicking 'Print' below.



# Parent & Family Orientation

Parents and adult family members are also invited to attend their own orientation program on Monday, January 6 or Wednesday, January 8. You will meet University administrators, learn about campus resources and services, and how to best support your Rowan student.

Please discuss your attendance at Parent & Family Orientation as your student will need to register for you when they reserve their spot at orientation.

We look forward to welcoming your family as a valued part of our Rowan University community!

## Frequently Asked Questions

### **Can I attend orientation with my student?**

Parents and adult family members are encouraged to attend our Parent & Family Orientation program that runs concurrently with New Student Orientation. Students and parent & family members will check-in and attend a joint session to begin the day, but following that, the Parent & Family Orientation follows a separate schedule of interest to family members about campus resources, including financial matters, health services, and safety. Students must complete their orientation programming independently.

### **Is there a cost to attend orientation?**

The \$105 orientation fee covers both the student and up to two parents or adult family members. The is billed to the student's Rowan University Bursar account after attending orientation. Lunch is provided for all orientation participants. If more than two adult family members attend orientation, the cost is \$25 per person for the additional guests.



**Office of Orientation &  
Student Leadership Programs**

201 Mullica Hill Road, Laurel Hall North 101  
Glassboro, NJ 08028

(856) 256-4041  
oslp@rowan.edu  
@RowanOSLP  
facebook.com/RowanOSLP