Reservation information & frequently asked questions

Transfer Orientation

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 computing account at http://id.rowan.edu. Locate your Rowan Banner ID number (from your Admissions materials, the orientation invitation e-mail, or the mailing label from the orientation reminder) to reserve your spot.

- 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) 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 Rowan Banner ID number, 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 fall term. Transfer Orientation features separate programming for both students (see pages 1-8) and parents & adult family members (see page 8).

Please reserve your spot online at www.rowan.edu/orientation within one week of confirming admission. 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.

Drew Tinnin, Ed.D.
Senior 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 fall term class schedule.

This is your invitation to reserve a spot at orientation on our web site - http://rowan.edu/orientation/transfer. There you will learn more about orientation, academic advising, registration for fall term classes, and find a checklist to help you get ready for Rowan.

Transfer 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 reservations online. Academic advising will only be available for your major during the date(s) listed. Possible orientation dates include:

- Session I: Thursday, June 15 - this session is full beyond facility capacity and no longer available for reservation.
- Session II: Monday, June 19 - this session is full beyond facility capacity and no longer available for reservation.
- Session II: Monday, June 19 & Tuesday, June 20 (overnight, optional housing available in Holly Pointe Commons; $215 orientation fee) - not available for bioinformatics or translational biomedical sciences majors.
- Session III: Thursday, July 27 ($100 orientation fee) - not available for Africana studies or American studies majors.

About Transfer Orientation

Transfer Orientation will provide you with important information about Rowan University and assist you in selecting your fall term classes. Academic advising will only be available for your major during the date(s) listed. One-day orientation programs begin at 8 a.m. and conclude after you register for classes in the afternoon (no later than 5 p.m.).

The two-day orientation program begins at 8 a.m. and concludes by 4 p.m. on the second day. Overnight orientation is recommended for students: who will be living on campus, transferring from a four-year institution, and/or who want to be involved at Rowan from day 1! The overnight orientation program features: an evening trip to Dave & Busters with full meal, game card, and cash bar; interactive activities to meet other new students; additional workshops on getting involved on campus and developing leadership skills for your future career; and overnight housing in Holly Pointe Commons.

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 website (https://sites.rowan.edu/oslp/orientation/transfer.html).

Orientation fee

The transfer 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. The fee for one day orientation programs (with two meals) is $100, and the two-day orientation program fee (with five meals) is $215.

You can pay your fee online using a Discover, MasterCard, or Visa during the reservation process. A detailed breakdown of orientation program costs are 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 orientation 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 during one day programs. Students attending the overnight orientation program will receive two breakfasts, two lunches, and one dinner; parents & family members receive a continental breakfast and two lunches.

New Student Checklist

Stay up to date on all of the items needed to begin the fall 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 Exam Requirements

According to University policy, all incoming students are required to take Basic Skills Placement Tests unless they meet one of the exemptions that can be found on the Basic Skills Placement Testing page found here. Transfer students who have successfully transferred 30 or more credits are exempt from Basic Skills Placement Tests, but may be subject to the College-Level Mathematics Placement Test. No student will be considered officially registered until the required testing is complete.

Basic Skills Placement Tests including Reading Comprehension, Elementary Algebra, and College Level Math placement tests may be required based upon:

- the number of credits you transfer
- the specific courses you transfer
- your declared major
- your admissions test scores

Chemistry I placement testing is required based upon:

- all students taking Chemistry I
- all students majoring in Chemistry, Biochemistry, Biology, Physics, Biophysics, Engineering, Translational Biomedical Sciences, Bioinformatics, Nutrition, Geology, and the Pre-Med concentration, Science, or Health Science majors

These tests should be completed prior to attending orientation. You are unable to register for spring term courses until testing is complete. Testing must be completed prior to registering for courses or attending orientation.

When and where do I take the Basic Skills Placement Tests?

Basic Skills Placement Tests can be completed at home or at the Testing Center, located in the same office suite as the Academic Success Center, on the 3rd floor of Savitz Hall. An appointment is required to test at the Testing Center; testing is not offered at the Testing Center on any day that the University is closed. For more information, please visit the Testing Services website: [http://www.rowan.edu/home/advising/incoming-freshmen/basic-skills-placement-testing](http://www.rowan.edu/home/advising/incoming-freshmen/basic-skills-placement-testing). Testing should be completed as soon as possible but must be completed on-campus or on-line prior to attending orientation or registering for classes.

When and where do I take the Chemistry Placement Exam?

The Chemistry Placement Exam can be taken online through Rowan University Blackboard or students may make an appointment to come to campus to take the Chemistry I Placement Exam in the Science Building by appointment. For more information, please visit the Chemistry I Placement Test website: [https://academics.rowan.edu/csm/departments/chembio/generalChem/page.html](https://academics.rowan.edu/csm/departments/chembio/generalChem/page.html). For instructions and to register for the Chemistry Placement Exam, send an email to genchem@rowan.edu. Testing should be completed as soon as possible but must be completed prior to attending orientation or registering for classes.

Who should I contact if I have questions about the placement tests?

Please email the Testing Center at testingservices@rowan.edu for assistance with Basic Skills Placement Testing and email General Chemistry at genchem@rowan.edu for assistance with the General Chemistry evaluation exam.

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 creating their Rowan University computing account 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 [http://www.rowan.edu/toolbox/policies/policy/policy.html](http://www.rowan.edu/toolbox/policies/policy/policy.html) 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. 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.
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 register for classes, apply for housing, 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 ID and password:** Used to access your e-mail (NetworkID@students.rowan.edu), check your e-mail at http://mail.students.rowan.edu, and access many other password protected Rowan web sites. You can set your password at http://rowan.edu/password.

**Note about the orientation reservation system:** To access the orientation reservation system, you will need to enter your Banner ID number and name exactly as printed on the mailing label. You can then specify an e-mail address and password of your choice. We recommend that you use your Rowan student e-mail account, however this is a separate system and using a different e-mail address or password will not effect your Network ID and password, any other University computing systems, or communications from any other University departments.

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

**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 https://confluence.rowan.edu/display/IRT/ClearPass+Registration%3A+Prepare+Your+Computer+From+Home for access instructions.

About the PROS

The PROS (Peer Referral and Orientation Staff) assist students in their transition to the Rowan community and act as 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 the 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.

Look for us at orientation. See you then!

Learn more about the PROS at http://rowan.edu/pros
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 spring 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 for New Jersey institution course equivalencies or the “Course Equivalents” link on the Registrar’s website (www.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 http://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 the Academic Success Center to discuss your needs for the upcoming academic year (856-256-4259).
Reserve Your Orientation Date

Please complete your orientation reservations online at https://sites.rowan.edu/oslp/orientation/transfer.html within one week of confirming admission:

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.


3. Review the orientation expectations (see page 2).

4. You will need your Rowan Banner ID number (from your Admissions materials, the orientation invitation e-mail, or the mailing label from the orientation reminder) to reserve your spot. 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 before completing your orientation reservations.

5. Go to https://sites.rowan.edu/oslp/orientation/transfer.html to access our online reservation system. The first time you access the system you will need to provide your name and Rowan Banner ID number, then provide an e-mail address and password you would like to use to create your reservation.

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.

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

Using the Orientation Reservation System

At the first screen (Register Now!) you will need to Create a New Account by providing your Banner ID number, First and Last Name, E-mail address (we suggest using your Rowan student e-mail account), and Password. If you return to the reservation system later, you can just enter your E-mail address and Password in the grey box:

Next, complete any missing Personal Information 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 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.

**Questionnaire**

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 Fall 2017 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 creating their Rowan University computing account 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 may 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 transferhelp@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:** N/A
- **Semester:** Fall 2017
- **College:** Henry M. Rowan College of Engineering
- **Campus:** Glassboro
- **Major:** Chemical Engineering

**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?**
  - [ ]

**Special Accommodations**

- [ ] Hearing
- [ ] Learning Disability
- [ ] Mobility
- [ ] Seizures
- [ ] Dietary (e.g. Food Allergy, Gluten Free, Kosher, Halal)
- [ ] Other

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

**VeriSign**

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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.

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.

Finally, My Reservation will display a summary of your orientation reservation request. Your orientation date is not confirmed until you pay the orientation fee.
Parent & Family Orientation

Parents and adult family members are also invited to attend their own orientation program held concurrently with transfer student orientation. 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 Transfer 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 orientation fee covers both the student and up to two parents or adult family members. The fee may be paid online by MasterCard or Visa during the reservation process. 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. The fee for one-day orientation programs is $100, the two-day overnight orientation program is $215.