Scheduled Mailings, E-mails, & Important Dates

May

**May first week**
Welcome Email & First Steps
Students receive a welcome email from the Liberal Studies Global Programs Office with information outlining important first steps. Email will include information regarding instructions on how to apply for a visa, academics, and essential deadlines.

**May 7**
Student Information and Address Form
All students complete and submit the Student Information and Address Form online.

**May 10**
DC Pre-Departure Webinar
Learn how to best prepare for your upcoming year in DC. Students will have the unique opportunity to join a webinar with fellow classmates and ask questions to expert on-site staff from DC.

**May 14**
Academic Form Due
Complete and submit the online Academic Questionnaire (GLS or Core).
FERPA Form Due (Optional)
The FERPA form must be signed by the student with a witness and returned to Liberal Studies via fax or pdf scan.

**May 24**
LS 101 Webinar
This online session will cover a range of topics including arrival logistics, housing, classes, living away, LS pedagogy and more. Attendees will have the opportunity to ask questions during the webinar.

June

**Early June**
Welcome Packet Mailing
Students receive packets with immunizations forms, information on orientation and student life at the DC site, what to expect during freshman year, and special information for parents.

**June 3**
NYU ID Card Photo
Every student is required to have an NYU ID Card. In preparation for your arrival you must submit a photo for the card. Details about the photo specifications are available on the NYU card website (photoid.nyu.edu). Your NYU card will be mailed to the site.

**June 15**
Gather your Immunizations (MMR, Meningitis)
Students should begin the immunization process in order to remain in compliance with New York University standards and international travel regulations.
Submit Flight Information
Submit your flight information through NYU Traveler.

July

**July 1**
Immunization and Student Health History Forms Due
New York University deadlines for completion of immunization documentation are strict and, if not met, can affect your ability to attend class and to move into your residence hall. If you have not received information or forms, please contact the Student Health Center at 212-443-1000 or email: health.requirements@nyu.edu.

**July 2**
Parent Newsletter
Make sure that your parents are signed up for the parent newsletter, which will include information about classes, tuition insurance, travel, and more.

**July 17**
Fall Semester Bill Notification E-mail
Visit eSuite in Albert (NYU’s online student information system) to view and pay the fall semester bill and to invite others (e.g. parents, guardians) to be authorized payers.
### August

**August 1**
*Photograph for NYU ID Due*
Last day to submit your ID photo online. Please go to www.nyu.edu/nyucard for instructions.

**August 1**
*AlcoholEdu Part I and “Think About It”*
All incoming undergraduate students are required to take the online AlcoholEdu and “Think About It” Sexual Respect Modules. Instructions will come in July.

**August 7**
*Fall Semester Payment Due*
Fall tuition, fees, and housing charges must be paid by August 7th to ensure students maintain their class reservations. Payments can be made via eSuite in Albert. Payment Plan options can be viewed at www.nyu.edu/bursar/paymentplans

**August 18**
*NYU DC Mandatory Student Arrival*
Students should arrive in DC at the Residence Halls between 9AM - 5PM. Meet your roommates and fellow students in your residence halls. Welcome to your new home!

**August 20-26**
*Mandatory Student Orientation*

**August 27**
*First Day of Classes*
All classes start today!

### September

**September 30**
*Health Insurance Enrollment/Waiver Deadline*
Most students are automatically enrolled in an NYU-sponsored Student Health Insurance Plan. Students can use the online process to change their NYU plan option or to waive the NYU plans if they maintain alternate insurance coverage that meets the University's criteria at www.nyu.edu/health/insurance

### October

**October 8-9**
*Fall Break*

### November

**November 21-23**
*Thanksgiving Break*

---

**StudentLink**
Use this site for future planning, including links to calendars, dates, deadlines, and student services departments.

www.nyu.edu/studentlink
For More Information...

**Next Stop NYU**
The online version of this communication contains links to more specific information and digital versions of mailing and email documents. Visit [https://wp.nyu.edu/firstyearwashingtondc/](https://wp.nyu.edu/firstyearwashingtondc/)

**Albert**
Named for NYU's founder, Albert Gallatin, ALBERT is NYU's online student information service. Students can access ALBERT through the NYUHome portal to update their address, register, review finances, etc. by going to [home.nyu.edu](http://home.nyu.edu) and logging in with their NetID and password. Click on the “Academics” tab, and then click on “Albert Login”.

**Other Important Resources for New Students**

<table>
<thead>
<tr>
<th>Office of Admissions</th>
<th>For submission of your Common Application Final Report, final high school transcript, and AP/IB test scores.</th>
<th><a href="http://www.nyu.edu/admissions">www.nyu.edu/admissions</a> 1-212-998-4500</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookstore and Computer Store</td>
<td>For textbooks, general trade books, school supplies, and NYU clothing, as well as computer hardware, software, accessories at exclusive NYU discounts.</td>
<td><a href="http://www.bookstores.nyu.edu">www.bookstores.nyu.edu</a> 1-212-998-4667</td>
</tr>
<tr>
<td>Office of the Bursar</td>
<td>Responsible for billing and collections (via eSuite) of all tuition, housing, dining, and fees associated with attending NYU. Administers payment plans and the tuition Insurance Program.</td>
<td><a href="http://www.nyu.edu/studentlink">www.nyu.edu/studentlink</a> 1-212-998-2806</td>
</tr>
<tr>
<td>Office of Financial Aid</td>
<td>Provides guidance regarding federal, state and University financial aid available to NYU students. Financial aid is made available to eligible students in the form of grants, scholarships, loans, and/or Federal Work Study.</td>
<td><a href="http://www.nyu.edu/studentlink">www.nyu.edu/studentlink</a> 1-212-998-4444 <a href="mailto:financialaid@nyu.edu">financialaid@nyu.edu</a></td>
</tr>
<tr>
<td>Global Team, Liberal Studies</td>
<td><a href="mailto:LS_abroad@nyu.edu">LS_abroad@nyu.edu</a></td>
<td></td>
</tr>
<tr>
<td>Moses Center for Students with Disabilities</td>
<td>Determines appropriate accommodations and services for students with qualifying disabilities.</td>
<td><a href="http://www.nyu.edu/csd">www.nyu.edu/csd</a> 1-212-998-4980 <a href="mailto:mosescsd@nyu.edu">mosescsd@nyu.edu</a></td>
</tr>
</tbody>
</table>

NYU Card
- Get your official student ID card. The NYU Card is your key to NYU building access!
- [www.nyu.edu/nyucard](http://www.nyu.edu/nyucard)
- 1-212-443-CARD (2273)

Parent Resources & Helpline
- For general questions and referrals, Oversees monthly e-Newsletters via a ParentListerve.
- [www.nyu.edu/parents](http://www.nyu.edu/parents)
- 1-212-998-4219 | parents@nyu.edu

Office of the Registrar
- For questions about registering for classes, enrollment certifications for health insurance, requesting NYU transcripts, Albert, degree audits, and VA certifications.
- [www.nyu.edu/studentlink](http://www.nyu.edu/studentlink)
- 1-212-998-4850

Office of Residential Life and Housing Services
- For questions related to housing applications, assignments, special accommodations, and Special Interest Housing options.
- [www.nyu.edu/studentlink](http://www.nyu.edu/studentlink)
- 1-212-998-4600 | housing@nyu.edu

Student Health Center (SHC)
- For information about health and mental health resources, services provided, immunization and health requirements, NYU sponsored Student Health Insurance Plans and the enrollment/waiver process.
- [www.nyu.edu/shc](http://www.nyu.edu/shc)
- 1-212-443-1000 | healthcenter@nyu.edu
- [www.nyu.edu/health/requirements](http://www.nyu.edu/health/requirements)
- 1-212-443-1199
- [www.nyu.edu/health/insurance](http://www.nyu.edu/health/insurance)
- 1-212-443-1020

Wasserman Center for Career Development
- For all aspects of career planning, including work-study placements, and on-campus and off-campus part-time jobs and internships.
- [www.nyu.edu/careerdevelopment/](http://www.nyu.edu/careerdevelopment/)
- 1-212-998-4730

Pre-arrival To Do List
*(not every item will pertain to all students)*

<table>
<thead>
<tr>
<th>Date</th>
<th>Task</th>
<th>NYU Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 7</td>
<td>Submit Student Information and Address Form</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>May 10</td>
<td>DC Pre-Departure Webinar</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>May 14</td>
<td>Submit Academic Questionnaire</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>May 14</td>
<td>Submit FERPA Form (Optional)</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>May 24</td>
<td>LS 101 Webinar</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>June &amp; July</td>
<td>Provide parent access to eSuite</td>
<td>Bursar</td>
</tr>
<tr>
<td>June &amp; July</td>
<td>Enroll in payment plan (optional)</td>
<td>Bursar</td>
</tr>
<tr>
<td>June 3 - August 1</td>
<td>Submit Photo for NYU ID</td>
<td>NYUCard Center</td>
</tr>
<tr>
<td>June 15</td>
<td>Gather your Immunizations</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>June 15</td>
<td>Submit NYU Traveler</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>July 1</td>
<td>Immunization Record &amp; Health History Form Due</td>
<td>Student Health Center</td>
</tr>
<tr>
<td>July 17</td>
<td>Log into eSuite in Albert</td>
<td>Bursar</td>
</tr>
<tr>
<td>August 1</td>
<td>Last day to submit photo for NYU ID</td>
<td>NYU Card Center</td>
</tr>
<tr>
<td>August 1</td>
<td>Complete AlcoholEdu Part I and “Think About It” by today</td>
<td>Student Health Center</td>
</tr>
<tr>
<td>August 7</td>
<td>Last day to pay Fall Bill, Payment Plans</td>
<td>Bursar</td>
</tr>
<tr>
<td>August 18</td>
<td>Mandatory Move-in Day</td>
<td>Residential Life/ Housing</td>
</tr>
<tr>
<td>August 20-26</td>
<td>Orientation Mandatory</td>
<td>NYU Washington DC</td>
</tr>
<tr>
<td>August 27</td>
<td>First Day of Classes</td>
<td>NYU Washington DC</td>
</tr>
<tr>
<td>September 30</td>
<td>Last Day to Enroll/Waive Health Insurance</td>
<td>Student Health Center</td>
</tr>
<tr>
<td>Rolling</td>
<td>Register Emergency Info on Albert</td>
<td>Registrar</td>
</tr>
<tr>
<td>Rolling</td>
<td>“Like” Facebook Pages</td>
<td>LS Global Programs</td>
</tr>
<tr>
<td>Rolling</td>
<td>Follow Financial Aid To-Do Lists on Albert</td>
<td>Financial Aid</td>
</tr>
</tbody>
</table>

Optional To-Do:
- VA Benefits | Registrar |

Post Arrival:
- Get Your NYU Card | NYU Washington DC