

This brochure contains a summary of information that is necessary to start classes at Johnson & Wales University for fall 2011. The information contained here applies to students attending the university for the first time. Please visit www.jwu.edu/providence/termstart for more detailed information.



REQUIREMENTS

I. Student Financial Services (SFS)

The Student Services Center (Downtown Campus)
The Friedman Center (Harborside Campus)

All new students must fulfill their financial obligations to the university by the new student deadline of **July 8**. Failure to meet this deadline will result in deletion of the student's, housing assignment, if applicable.

You must make a payment or establish an appropriate payment arrangement with Student Financial Services (SFS). One or a combination of the following constitutes an appropriate payment or payment arrangement:

- Paying your entire term balance OR
- Establishing a monthly payment plan with TMS OR
- Having an approved loan to cover annual charges OR
- Using a combination of the above noted plans.

You are also required to submit appropriate documentation:

- A completed Free Application for Federal Student Aid (FAFSA), if you plan to apply for financial aid (you can file online at www.fafsa.ed.gov)
- Any verification form (i.e. federal tax returns, dependent verification worksheet, etc.) requested by SFS
- Your completed Master Promissory Note (MPN), if you have been awarded a Federal Direct Stafford Loan. The MPN must be completed on line at www.studentloans.gov
- Your completed entrance interview, if you have been awarded a Federal Direct Stafford Loan (visit www.studentloans.gov to complete this requirement)

Your Financial Planning representative can discuss your payment options with you to assist you with a payment arrangement that fits within your budget. Contact a financial planner at 1-800-343-2565, or by email at fp@jwu.edu.

II. Health Services

All health services requirements must be completed by the July 8 deadline. The required forms were included in your Accepted Student Guide.

III. Satisfy High School Requirements

As a reminder, Admissions must receive final documentation, usually an official transcript, verifying your high school completion. Final documentation must confirm and include your high school graduation date and completion.

New Day School Student Arrival to Campus:

September

Saturday	Sunday	Monday	Tuesday
3 All new Culinary Arts students	4 All new Business, Hospitality and Technology students	5 Convocation	6 Classes begin!

INFORMATION TECHNOLOGY

The Help Desk is available to assist students with email, jwuLink, Internet, telephone and other computer-related questions. You can visit them online at <http://helpdesk.jwu.edu>, call 866-JWU-HELP (866-598-4357) or email helpdesk@jwu.edu if you have any questions.

PARKING

Parking is limited. Each year you must request and purchase a new parking permit at one of the Campus Safety & Security offices: 264 Weybosset Street on the Downtown Campus (next to Dining Services) or on the first floor of The Friedman Center on the Harborside Campus. Visit www.jwu.edu/studentlife.aspx?id=304, see "Transportation and Parking," for more information on parking.

BOOKSTORE

JWU's two bookstores, operated by Barnes & Noble, are open extended hours during the first week of class. The Harborside Bookstore, located in the Harborside Rec Center, is open during the summer, 9 a.m.–4 p.m. Monday through Thursday, and 9 a.m.–1 p.m. on Fridays. Visit the Harborside Bookstore website or www.whywaitforbooks.com for store hours, events or to order textbooks, additional uniforms and school supplies.

Downtown Bookstore One Weybosset Hill, First Floor
<http://jwu.bncollege.com>
401-598-1105

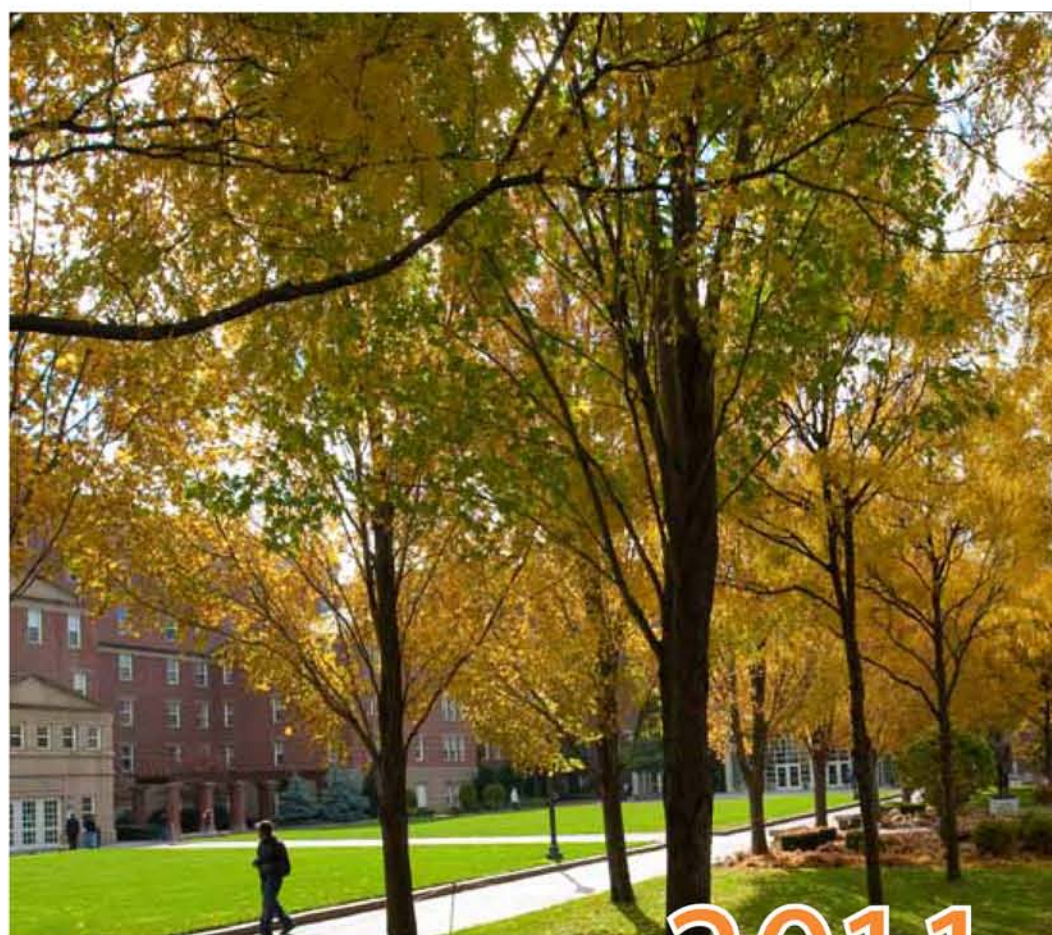
Harborside Bookstore HAC Building
<http://jwu-harborside.bncollege.com>
401-598-1445



JOHNSON & WALES
UNIVERSITY

Did you

- Make a payment, or
- Establish an appropriate payment arrangement with Student Financial Services (SFS)?
- Submit appropriate financial aid documentation?
- Submit the required Health Services forms, listed in your Accepted Student Guide?
- Submit final documentation, usually an official transcript, verifying your high school completion?
- Sign up to attend a New Student Orientation summer session?
- Pay the \$300 reservation fee to Admissions in order to be eligible to apply for housing online?
- Update your contact information in jwuLink (link.jwu.edu)?



FALL TERM START **2011**
NEW UNDERGRADUATE STUDENT

NEW STUDENT ORIENTATION

All new day school students must attend a new student orientation session. Visit www.jwu.edu/prov/orientation to learn more about this program and register for a session.

INTERNATIONAL STUDENTS

Upon arrival in Providence, please stop at the International Center located in the Student Services Center on the Downcity Campus. Once you meet with the staff, you will receive additional details about starting school. Please make note of the following date:

Friday, Sept. 2

Noon–3 p.m.

Mandatory new international student orientation
Xavier Auditorium, Downcity Campus

STUDENT ACADEMIC SERVICES

401-598-1088,
sas.pvd@jwu.edu
www.jwu.edu/sas

JWU offers a variety of services to help you prepare for graduation and a career. In addition to maintaining your official academic records, academic counselors are available in Student Academic & Financial Services on a walk-in basis or by appointment to assist with your academic planning, course registration and more.

FALL RESIDENCE HALL MOVE-IN

Saturday, Sept. 3

8:30 a.m.–12:30 p.m.

New Culinary students

Sunday, Sept. 4

9 a.m.–12:30 p.m.

New Business/Hospitality/Technology students

jwuLink: link.jwu.edu

jwuLink is a web portal that gives you access to a collection of links to key JWU communications, tools, websites and support. You can easily access email, news and announcements, academics, library, career, student life, registration, grades, financial resources and more with one user name and password. Your connection to the campus, jwuLink helps you stay connected and informed.

Please login to <http://link.jwu.edu> and become familiar with the system. It is your responsibility to regularly check your record to determine if any holds have been placed on your account. Be sure to check out the quick student video at the login page to learn more about jwuLink.

Note: The campus has implemented an emergency notification system, called Blackboard Connect, that can also send notices via voice and text messages. If needed, please update your contact information in jwuLink (Registration & Grades tab, under Personal Information) so your Blackboard Connect account is accurate.

Login Steps (complete in order, don't skip):

1. Get your user name at <http://pin.jwu.edu>
2. Select a new password at <http://email.jwu.edu>
3. Complete the password reset manager at <http://link.jwu.edu> (click "Reset Password")
4. Login at <http://link.jwu.edu>

Important Tips:

- In Step 1, information must match what you put on your admissions application
- Passwords/IDs are case-sensitive (use a capital J when entering your student ID number)
- Your user name should be six characters long (do not add @students.jwu.edu)
- Use Reset Password if you forget it (if you skip this step and forget your password, you must visit a JWU computer lab)

Having trouble with your login? If you encounter technical problems, contact Student Academic Services.

The university strongly urges all students to **take precautions to protect their jwuLink account from unauthorized use**. It is each student's responsibility to safeguard individual username and password.

- Never reveal or display your password.
- Avoid the unnecessary display of your username.
- Do not freely share your J# without a valid reason.

RESIDENTIAL LIFE

New students who plan to live on campus must have paid the \$300 reservation fee to Admissions in order to be eligible to apply for housing online. Students must then go to <https://link.jwu.edu> to access the online housing application. Students who pay the reservation fee and complete the online housing application by **May 1**, will be eligible to select a room in May. Students who complete these steps after May 1 will be eligible to select a room during the summer months.

Room assignments

First-year and transfer students select their rooms online in May provided they have paid the reservation fee and have completed their online housing application by May 1. Students who submit their deposit and/or online application after **May 1**, after the Student Financial Services payment plan deadline, or who fail to complete the online application prior to move-in, could be assigned to a temporary space. (For such assignments room and board will be applied according to the published rate of the hall.)

Special note regarding housing assignment notification

You will receive confirmation of your room assignment during summer orientation. You must establish an approved payment plan with Student Financial Services by the requirements deadline in order to retain the assignment. In the event you do not fulfill such requirements, you will forfeit your selected room and likely be assigned to a temporary space once you have completed your requirements. (For such assignments room and board will be applied according to the published rate of the hall.)

FEDERAL WORK-STUDY (FWS)

Financial Aid grants a FWS Award to eligible students as part of their financial aid package, and provides eligible students the opportunity to work on or off-campus at a community service agency. You can obtain your job placement through Student Employment.

As an alternative to an on-campus position, we encourage you to choose an off-campus community service position. These positions are with community service agencies in and around Providence. Students will be paid a premium wage of **\$8.25** per hour.

New employees as well as those who are not currently working for JWU need to complete paperwork that will require you to present certain original unexpired documents. You will not be able to obtain your job without presenting these original unexpired documents and completing paperwork.

Student Employment will have representatives at the following times and locations during September Term Start to answer questions about the FWS Program.

Harborside Campus, Student Financial Services, The Friedman Center

Sunday and Monday, Sept. 4 and 5 (times to be announced)

Downcity Campus, Office of Student Employment Wales Hall, 1st Floor

Sunday, Sept. 4 (times to be announced)

Also, Student Employment will be holding events during the first two weeks of class where you can obtain your job placement.

Thursday, Sept. 8

New Culinary students
Harborside Campus
Harborside Recreation Center, Student Activities Lounge Area
9 a.m.–4 p.m.

Friday, Sept. 9

New Business, Technology, Hospitality students
Downcity Campus
Pepsi Forum, Wales Hall
9 a.m.–4 p.m.

New student arrival on campus

Students will receive move-in instructions in their housing packet during summer orientation. Students who fail to complete requirements to start class will receive a notice instructing them what requirements are outstanding. Once they arrive on campus and complete those requirements, if they intend to live on campus these students will need to report to Residential Life to request a residence hall assignment. In such case students will likely be assigned to a temporary space. (For such assignments room and board will be applied according to the published rate of the hall.)

Any student who does not occupy their assigned room by the last day of move-in (i.e., the day before classes begin) will forfeit that specific housing assignment unless a written request providing sufficient cause for late move-in has been previously submitted to and approved by Residential Life (room and board charges still apply). Students who arrive after the move-in deadline will be placed in any available space: likely a temporary space. (For such assignments room and board will be applied according to the published rate of the hall.)

Residence hall guidelines

Residential Life and residence hall policies are explained in detail in the *Guide to On-Campus Living*. All students are responsible for information contained in the *Guide to On-Campus Living* located at <https://link.jwu.edu>. This guide also contains information regarding term breaks and hall closings, prohibited items, having guests, meal plan, and more.