

College of Art and Design | Graduate Student Orientation Checklist

The following checklist items will help you get started on your graduate education at RIT. If you have specific questions please contact your program's graduate director.

RIT Computer Account and Email

Go to <https://start.rit.edu> to activate your RIT computer account and email

- Activate your RIT computer and e-mail account no later than August 18, 2018.

RIT Student ID

Go to the Registrar's office on the first floor of Eastman Hall

- Present a picture ID to obtain a RIT Student ID (driver's license, passport, etc.)

Required for:

- Access to multiple Institute facilities including graduate studio spaces and labs
- Use of the FLEX debit account for purchases (including meals) on campus and at Barnes & Noble

Student Financial Aid Services

Go to <https://www.rit.edu/fa/sfs/>

- View your billing statement or live-version of your student account
- Billing notifications are sent to your RIT email address. No paper bills are sent.

Vehicle Registration and Parking

Go to <https://www.rit.edu/fa/parking/parking>

- All vehicles must be registered and must display a RIT Parking Permit

International Students

Go to <https://www.rit.edu/studentaffairs/iss/new-students/orientation>

- International students **must attend** the International Student Orientation Program, scheduled from August 19 - 20, 2018.
- This program provides information on programs and services offered by the International Student Services and other RIT offices.
- Meet the PALs (Peer Advisor Leaders). PALs are current RIT International and American student volunteers who will help answer your questions and assist you in getting settled at RIT.

Fall Course Schedule

Go to <https://inside.cias.rit.edu/current-students/orientation/>

- For required fall **core courses**, you will be pre-registered.
- For programs with **elective fall course** options, please refer to your program's welcome letter (use above link) and work with your program's graduate director.

Student Employment Card

If you have been offered a graduate assistantship, go to

<https://www.rit.edu/emcs/seo/verification-process>

- Follow the verification process steps (use the link above).
- Present acceptable documents
(<https://www.rit.edu/emcs/seo/sites/rit.edu.emcs.seo/files/i-9-acceptable-documents.pdf>)
- You must also be registered for a minimum of **nine credit hours** to maintain eligibility to work on campus.

Graduate Student Assistantships

For additional employment, go to <https://www.rit.edu/emcs/seo/?/students/oncampus>.

- Maximum number of hours of student employment = **20 hours/per week**

Dark Room/Lab Safety

Go to <https://www.rit.edu/fa/grms/ehs/content/labstudio-safety>

- Please refer to your program's welcome letter to check if you need safety training
<https://inside.cias.rit.edu/current-students/orientation/>

Additional Resources

- Office of Graduate Education services and orientation events:
<http://www.rit.edu/~wptgrd/accepted/orientation.php3#grad>
- RIT Campus Map
<http://www.rit.edu/fa/facilities/content/campus-maps>
- RIT Housing
<https://www.rit.edu/fa/housing/>
- Things to Do in Rochester
<http://www.visitrochester.com/>
- CIAS Student Services (<https://inside.cias.rit.edu/current-students/>)
For general questions, email ciasadvising@rit.edu
For specific graduate questions, email kristie.gross@rit.edu