

# New Student Checklist

## Quick Reference Numbers

Colleges and Schools : 207-581-	
Business, Public Policy and Health	1968
Education and Human Development	
	2435
Engineering	2217
Explorations	1830
Honors College	3264
Liberal Arts and Sciences	1952
Natural Sciences, Forestry, and Agriculture	
	3206
Nursing	2592
Administrative Offices: 207-581-	
Admissions	1561
Bursar's Office (Billing Info)	1521
Commuter Services	1734
Continuing Education	3144
Health Center	4000
Housing Services	4580
New Student Programs	1590
Student Financial Aid	1324
Student Records	
(Registrar/Immunizations)	1288
University Bookstore	1700
Veterans Affairs	1316
Hutchinson Center, Belfast, Maine	
	207-338-8000

## Academic Calendar 2011–12

Fall 2011	
Classes begin	Monday, Aug. 29
Fall break	Monday, Oct. 10
Classes resume	Wednesday, Oct. 12
Thanksgiving break	
	Wednesday, Nov. 23
Classes resume	Monday, Nov. 28
Classes end	Friday, Dec. 9
Final exams	Monday–Friday Dec. 12–16
Spring 2012	
Classes begin	Monday, Jan. 9
Spring break	Monday, Feb. 27
Classes resume	Monday, March 12
Maine Day	Wednesday, April 25
Classes end	Friday, April 27
Final exams	Monday–Friday April 30–May 4
Commencement	Saturday, May 5

## Congratulations!

You've been accepted to the University of Maine. We're thrilled that soon you will join the Black Bear community. Here's what you need to do next:

### Confirm your enrollment

To reserve your place at UMaine, please return the completed confirmations form and an enrollment deposit of \$150, including your name and MaineStreet ID number on the form of payment. Your confirmation is the key to receiving new student information, housing and course registration materials. The confirmations are due Jan. 1 for the spring semester, May 1 for fall and within two weeks if you are accepted after those dates. Enrollment deposits may be refunded upon written request through Jan. 1 (for spring admits) or May 1 (fall admits); they are not refundable after Jan. 1 (for spring admits) or May 1 (for fall admits). If your plans change after the refund dates, please let us know so we can withdraw you from classes and campus housing.

### Activate your e-mail and MaineStreet portal

All students accepted to UMaine are expected to regularly check their MaineStreet portal to receive important information from financial aid, housing, registration, billing and student services. Awarded transfer credit will be posted to MaineStreet after admission. Follow the instructions included with your acceptance letter now, if you have not already done so. Need help? Go to the IT Help Center webpage ([umaine.edu/it](http://umaine.edu/it)).

### Visit UMaine

Visiting is a great way to see the campus and have your questions answered. Attend a specific Accepted Student Day or schedule a visit and campus tour. For more information call the Admissions Office or go online ([umaine.edu/visit](http://umaine.edu/visit)).

### Attend an Open House

If you have not already attended, we encourage you to do so. The 2011-12 programs are held at the Collins Center for the Arts. To register, contact the Admissions Office (877-486-2364; [go.umaine.edu](http://go.umaine.edu)). If you require accommodations for physical disabilities, please notify us in advance.

### State your housing preference

All accepted students will receive a letter from Housing Services with instructions on how to access the online housing application using the MaineStreet logon ID and password, and should apply for housing as soon as the letter is received. First-year students must submit the online housing form to indicate a housing preference or request a waiver of the first-year housing requirement. Transfers may apply for on-campus housing using the online housing application. Housing assignments will be made based on the dates the housing application and the enrollment confirmation are received. Priority will be given to housing applications received by May 1; late applications will be accommodated on a space-available basis. More information is online ([umaine.edu/housing](http://umaine.edu/housing)).

### Receive financial aid

To be considered for financial aid, you must file the Free Application for Federal Student Aid (FAFSA). The FAFSA form must be received by the federal processing center before March 1 to receive full consideration. We suggest that you submit your FAFSA by Feb. 14 to ensure receipt by filing date. Failure to meet this deadline will seriously affect your financial aid. Financial aid award letters are mailed after required documents are received for spring enrollment; beginning in April for fall enrollment. For information, contact the Office of Student Financial Aid (207-581-1324; [umaine.edu/stuaid](http://umaine.edu/stuaid)).

## **Take math placement test**

Go online ([courses.maine.edu](http://courses.maine.edu)) and enter your UMS User ID and password. Click on the Math Placement test link on the right side of the page to start the test. It may take up to 24 hours after you have activated your MaineStreet account for the Math Placement Test to be available to you. If you do not see the link, try again in 24 hours. For assistance, contact the IT Help Center.

## **Submit immunization records**

Maine law requires all full- and part-time degree-seeking students born after 1956 to provide proof of TD immunization (tetanus, diphtheria) within the last 10 years and two MMR immunizations (measles, mumps and rubella) after their first birthday. If the measles immunization was done before 1968, students must provide proof that it was done with a live virus. Compliance is mandatory. Registration cannot be completed until proof of immunization has been verified by Student Records. Mail or fax a photocopy of the record, signed by a doctor or nurse, with specific evidence of dosage, type of vaccine and/or immunity to: Immunization Records, Shared Processing Center, P.O. Box 412, Bangor, ME 04402-0412 (fax: 207-561-3450). A high school immunization record is acceptable without a doctor's or nurse's signature, but requires the signature of a school official. You can submit these records at student orientation. For non-immunization health-related questions or on-campus medical needs, contact Cutler Health Center (207-581-4000).

## **Request final transcripts**

UMaine must receive final transcripts showing completion of current academic work, including date of graduation for high school students. Significant changes in academic performance may result in revocation of our offer of admission. Transfer credit evaluations are performed by the Office of Student Records using official transcripts received and will be forwarded to your college or program office for final approval. Transfer credits awarded will be posted to MaineStreet after admission.

## **Obtain your university ID**

A MaineCard is required for all UMaine students; it provides you access to your residence hall, student events, laundry facilities, Black Bear Bucks debit accounts, Fogler Library and many campus activities. After you have confirmed your plans to attend, you can obtain your MaineCard at Summer Orientation or visit the Student Service Center in the Memorial Union. You will need a valid state ID or passport for identification.

## **Purchase your parking permit**

All students bringing a car to campus must purchase a permit to park in university lots. Parking Services is in the Student Service Center of the Memorial Union. You can purchase your permit at Summer Orientation.

## **Attend student orientation**

Participate in one of our two-day orientation programs. Invitations for January orientation are mailed in mid-November and invitations for June orientation are mailed beginning in early May.

## **Register for classes**

The Office of Admissions will notify your dean and administrative departments when you have confirmed your plans to attend. Register for courses through the college to which you have been accepted. First-year students admitted for the fall semester may register for classes at Summer Orientation. Transfer students may register with their class, as determined by the number of transfer credits earned, and should contact their dean's office as soon as possible to make arrangements to register.

## **Find a job on campus**

The Office of Student Employment is located on the third floor of the Memorial Union. To work on campus, proof of eligibility is required (social security card, birth certificate or passport). You will need two of these documents with you when you come to campus. You can search for on and off-campus jobs online ([umaine.edu/studemp](http://umaine.edu/studemp)). There will be an on-campus student job fair in the fall.

## **Clery Act**

A recent change in federal law, The Clery Act, requires universities to disclose to prospective students our three-year statistics regarding campus crime, including public property within, or immediately adjacent to and accessible from the campus. This report includes our policies for campus security, such as those concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault and other matters. You can obtain a copy of this report online ([umaine.edu/security](http://umaine.edu/security)) or by contacting the Director of Public Safety, The University of Maine, 5794 Public Safety Bldg., Orono, ME 04469-5794, 207/581-4053.



## **Academic Programs 2011-12**

The latest versions of the UMaine fact sheets are online ([factsheets.umaine.edu](http://factsheets.umaine.edu)). This fact sheet is intended for informational purposes only and is subject to change.

