

July 14, 2008

Dear New Student:

Welcome to AU! Our records indicate that you did not attend a New Student Orientation session over the summer. Orientation is an important part of your transition to AU and **we strongly recommend that you attend the First Year Fundamentals orientation program scheduled for Monday, August 18 and Tuesday, August 19.**

FIRST YEAR FUNDAMENTALS

First Year Fundamentals is a one and a half day orientation program that will help you to prepare for your college experience. During this time you will have the opportunity to meet new students, get your AU student ID, take your placement examinations, meet with your academic advisor if necessary, confirm your class schedule, make adjustments to your meal plan, purchase your books, and more. There is a \$55.00 fee to participate in the First Year Fundamentals program, which covers meals as well as program materials and activities.

To attend the First Year Fundamentals program you will need to do the following:

- Register using the **my.american.edu portal**. If you haven't yet activated your account, you'll need to do this first. To activate your account, visit **my.american.edu** and then go to the very bottom of the page and click on "Create New Account" then follow the instructions to create and activate your account. Because you will receive official correspondence via your new AU e-mail account, it's very important that your portal account is created in a timely manner and that you check your AU e-mail regularly.
- Once you've activated your account, you'll need to register for First Year Fundamentals by logging in using your new user ID and password. Then click on the "Activities and Events" link on the right side of the screen (in the grey box). On the next screen, you'll see a link under "personalized links" called New Student Checklist. By using the New Student Check List you will see your own personalized information and will be able to complete tasks directly through the portal. You will be able to register for First Year Fundamentals here.
- If you will be living on campus in the fall, you will need to move into your residence hall room by noon on Monday, August 18. The residence halls are open 24 hours a day and you will be able to pick up your room keys at the front desk. Keep in mind that you may move into the halls anytime after 9:00 a.m. on Saturday, August 16.
- **Check-in** with us between **12:30 – 2:00 pm on Monday, August 18 in the Mary Graydon Center**. You will receive your registration packet, schedule for the day, and AU student handbook.

See other side

PARENT AND FAMILY ORIENTATION PROGRAM

Your parent and/or family member is also invited to participate in our **Parent and Family Orientation Program** which will parallel your **First Year Fundamentals** program. The program will occur on Monday, August 18 and Tuesday, August 19.

There is a fee of \$55.00 per person to participate in the Parent and Family Orientation Program, which covers meals during the program as well as program materials and activities. Please register your parent and or family member using the **enclosed registration form** or by calling our office at 202-885-3303. Please note that we do not offer special programs for younger siblings.

A sample Parent and Family Orientation schedule can be found by visiting the New Student Programs website at www.american.edu/ocl/orientation. Click on the Parent and Family Members link on the left hand side of the page and then click on the Orientation Schedule link at the top of the page.

WELCOME WEEKS

Please visit our Welcome Weeks website at www.american.edu/welcomeweeks for a schedule of all the exciting events planned from August 16 – September 3.

If you have additional questions, please call us at 202-885-3303. You can also visit our website at www.american.edu/ocl/orientation. Information about the First Year Fundamentals program, including a tentative schedule, can be found under the heading marked Program Information on the tool bar. We're looking forward to meeting you!

Sincerely,

Rene Kauder
Assistant Director, New Student Programs
American University