TRANSFER 2015

Transfer Student Welcome Guide

Everything You Need To Jump-Start Your Lehigh Experience

LEHIGH UNIVERSITY
Welcome to Lehigh!

In just a few months you will join the Lehigh Community and we cannot wait to meet you! Our goal is to provide you with information to assist in your transition to Lehigh. Let’s start with a vocabulary lesson:

**bLUeprint** is a term you will hear throughout your Lehigh experience. We want you to intentionally create your Lehigh experience and make meaning of all your interactions, conversations, lectures, experiences, etc. We want you to **discover** more about yourself and Lehigh, **explore** the vast array of ideas and experiences in this community, **connect** what you learn inside and outside the classroom and **apply** your understanding and insight to future endeavors. We want you to try new things, step out of your comfort zone, and reflect on who you are and who you want your college experience to help you become in the future. We want you to evolve into the best version of yourself. The Office of the First-Year Experience (OFYE) is just one university office that will be guiding you throughout the next few years. Get ready, it is an exciting journey!

While it is up to you to create your Lehigh experience, we will shape your exposure and learning, using the Five Foundations for Student Success:

- **Creative Curiosity** — Developing a creative and curious outlook to guide and shape every aspect of your life.
- **Identity Development** — Developing into your own unique person, living out your carefully chosen values and beliefs.
- **Collaborative Connections** — Shaping collaborative relationships and communities, utilizing your personal values.
- **Inclusive Leadership** — Developing inclusive leadership skills that guide your decisions, actions and contributions to a diverse community.
- **Professional Growth and Success** — Creating and living out a personal definition of success based on your interests, who you are, and what you want to contribute to the world.

We know you have a lot on your mind as you prepare to start your Lehigh career, so the information in this Welcome Kit is designed to help make this a smooth transition. **Be sure to read everything on these pages and then complete the necessary tasks. It’s your experience and you need to know what is on these pages.**
As a new student, there are a few things you need to complete before August. We call it your Summer Checklist. Make sure you complete these items (and not your mom, brother or cousin, even though they may be tempted to help you out). Finishing these tasks on your own, or with a little guidance from us, will help you in the event you have a question when you arrive in the fall. Trust us. We have done this before.

LOG INTO THE CAMPUS PORTAL
The Campus Portal (portal.lehigh.edu) is your one-stop-shop for Lehigh Information. The campus portal credentials are your six-character username (e.g., abc123) and the password you established after you were admitted. Note that this portal is different from the applicant portal—which you accessed by using your personal email address. When you were admitted to Lehigh, you should have clicked on a link to open your Lehigh computing account, where you created credentials to access the Campus Portal.

If you haven’t opened your Lehigh computing account, go to the Applicant Student Portal and complete that process now!

If you need assistance, please contact the Lehigh Help Desk at 610-758-HELP (4357).

On Monday, June 15, 2015 you will be given access to the transfer tab on the Portal. This tab is just for transfer students and has been created to help you keep everything organized using the Summer Checklist.

LEHIGH EMAIL
On Monday, June 15 your Lehigh Gmail account will be made available via the portal and at lehigh.edu/google. Beginning on Wednesday, June 17 all official university communication will ONLY be sent to your Lehigh email.

REGISTER FOR COURSES
You should contact your College of Enrollment to register for classes. The contact information for your college is available on your Portal.

HOUSING
Complete the Housing Contract by going to your Summer Checklist on the transfer tab. First- and second-year students are required to live on campus. For more information: lehigh.edu/housing

MOVE-IN
On-Campus students move in Thursday, August 20, 2015 from 8:30 a.m. - 12:00 p.m. at Iacocca Hall.

ID CARDS
New students living on campus will receive their Lehigh ID Card upon arrival and check-in to their Residence Hall on Thursday, August 20, 2015. Students not living on campus will receive their Lehigh ID Card upon check-in to Orientation. Log into the Campus Portal and follow the instructions for submitting an ID photo. If you lose your ID Card, a new one can be obtained at the ID Card Office.

COMPUTER SOFTWARE
Before arriving there are several steps a student could take to prepare their computer, including installing the university-provided antivirus software, securing the computer for Internet access, and choosing a method for backing up important data. If you are considering purchasing a new computer, please visit the LTS website at lts.lehigh.edu for information on which computers are supported on-campus as well as specifics on hardware and software requirements.
HEALTH FORMS
All of the health forms you need to submit are on the Portal. There is a link to download the forms under the June section of the summer checklist. You will need to have a doctor sign off on some of the forms, so be sure to take care of this early! More information on health forms and Lehigh’s optional Health Insurance Plan is available on the Transfer tab of the Portal.

MEALS
At Lehigh, students have three methods to purchase food:

- **MEAL PLANS** - Accepted at all on-campus dining halls, information about specific meal plans can be found at: lehighdining.com/plans.html

- **DINING DOLLARS** - This declining balance is accepted at all Lehigh dining locations. Dining dollars are non-refundable, non-transferable and carry over from Fall Semester to Spring Semester only.

- **GoldPLUS** - GoldPlus functions as an optional debit card and is accepted at all Lehigh dining locations as well as many local off-campus restaurants and services. More information about GoldPLUS can be found at: financeadmin.lehigh.edu/goldplus. All of these options are loaded onto your Lehigh ID Card.

PARKING
Any car parked on-campus must have a valid Lehigh parking permit. Parking permits are available at Parking Services, located on the bottom floor of Johnson Hall. Information about parking permits can be found at: financeadmin.lehigh.edu/content/undergrad-student-permit-instructions

All students with valid parking permits (including commuter permits) may park:
- In the student commuter parking lot located on Mountaintop Campus at all times
- In unreserved faculty/staff parking areas Monday through Friday from 4:00pm to 6:00am and all day on weekends
- At the green and gold parking meters. The meters must be paid from 6:00am to 12:00am. More information about the meters can be found at: financeadmin.lehigh.edu/content/parking-meter-guide

SOUTH BETHLEHEM RESOURCES
“From its humble beginnings as a Moravian settlement to its modern status as the heart of the thriving Lehigh Valley, Bethlehem has carefully preserved its past. It is a city of 71,000 that shines as brightly as its huge electrical star atop South Mountain. The Moravian influence remains strong, but many more traditions from many lands have joined in making the city a “melting pot” of cultures, blending one into the other.”
-From bethlehem-pa.gov/about/history.html

RESTAURANTS:
Bethlehem is home to over one hundred dining establishments, spanning a range of different cuisines. Various reviews and information about numerous options will be available in the Orientation Times newspaper that will be distributed at the opening session of Orientation and in the Guidebook App.

PHARMACIES:
- CVS Pharmacy
  305 West 4th Street - 610.691.4085
- Rite Aid Pharmacy
  104 East 3rd Street - 610.867.3981
- Ritter Pharmacy
  115 West 4th Street - 610.867.3701

BANKS:
- Wells Fargo
  University Center - 610.861.1203
- Bank of America
  29 East 3rd Street - 800.432.1000
- TD Bank
  520 Wyandotte Street - 610.997.5710

upcoming dates
- Prelusion Move-in ......................... Monday August 17
- General Move-In ........................... Thursday, August 20
- Classes Start .............................. Monday, August 24
- Club Expo ................................. Monday, August 24
- Ropes Course Experience .............. September 9-13
- evoLUtion Seminar Begins ........... Fall Semester
WHAT IS PRELUSION?

Prelusion is an optional pre-orientation program designed to jump-start your Lehigh career with students who have similar interests. Prelusion allows you to connect to Lehigh by engaging with a smaller community of students and staff before classes begin.

Prelusion begins on Monday, August 17, 2015, three days before Orientation begins. You will move into your housing assignment in the morning and meet with the members of your program at lunch. While each of our programs is different, they do share some common elements. During the day, you will participate in a variety of activities based on your program theme. Prelusion programs have been intentionally planned by Lehigh staff, faculty and students so participants will need to make arrangements to attend the entire program.

As a transfer student, you have the option to participate in one of the following programs:

- allUsions: Literary Lehigh
- Discover Lehigh
- Food for Thought
- I AM LEHIGH
- Kibbutz Lehigh
- Lead Lehigh
- Lehigh Women Engineers
- Quest
- SustainabLeHIGH
- Urban Ops: NYC
- Volunteer Experience (VE)

Each Prelusion has a limited number of spaces, and registration is on a first-come, first-served basis. Students who register for a Prelusion program will receive a confirmation packet with specific program details and move-in information. Please note that the registration deadline is June 30, 2015. We encourage you not to make travel arrangements until you hear from the OFYE after the close of registration.

If your plans change, refund requests must be made in writing to fye@lehigh.edu before June 30, 2015. No refund request will be accepted after June 30, 2015.

For more information and to register go to the Portal.
Orientation... Your Introduction to Lehigh

Orientation Schedule*
A detailed hard copy of the schedule will be provided upon arrival. Once you receive your Orientation Group information, you will be able to find your customized Orientation Schedule using the smartphone app, Guidebook.

**Thursday, August 20**
- 8:30am – 12:00pm Orientation Check-in/Residence Hall Move-in
- 8:30am – 1:00pm Optional Programs and Information Sessions
- 11:30am – 1:00pm Lunch
- 4:30pm – 5:00pm Transfer Student Welcome
- 5:00pm – 6:00pm Rights and Responsibilities: Safety
- 6:00pm – 7:00pm Dinner
- 7:30pm – 8:30pm Commuter Student Meeting
- 8:30pm – 11:30pm

**Friday, August 21**
- 7:00am – 7:45am Rise and Shine Exercise (optional)
- 7:00am – 9:00am Breakfast
- 9:00am – 9:45am Transfer Student Group Meeting
- 10:00am – 3:00pm College Convocation and Academic Advising
- 12:00pm – 3:30pm 5x10 Campus Resource Tracks, and Lunch
- 3:30pm – 4:30pm Lehigh 5x10 Symposium
- 4:45pm – 6:30pm Lehigh ‘Faux’ Friday Dinner
- 8:00pm – 11:00pm Social Activities

**Saturday, August 22**
- 7:00am – 7:45am Rise and Shine Exercise (optional)
- 7:00am – 9:00am Breakfast
- 1:00pm – 3:45pm Resource Rotation and Lunch
- 6:00pm – 7:00pm Dinner
- 8:30pm – 1:00am Lehigh After Dark Kickoff at ArtsQuest

**Sunday, August 23**
- 9:45am – 11:00am Brunch and Rights and Responsibilities: Academic Integrity
- 1:00pm – 2:30pm Work Study Job Fair
- 5:00pm – 6:00pm University Convocation (Business Attire Required)
- 6:00pm – 7:00pm Dinner

**Parent and Family Orientation**
To help answer your family’s questions and provide them with some additional resources we offer a one day Family Orientation. This program is not required of families, although we strongly encourage families to attend. Even if your family has already attended orientation at a different institution, it’s a great way to learn more about Lehigh and the resources we offer to you, our student.

Family Orientation is held on either:
- **Monday, August 17** – Ideal for families of students participating in the Marching Band, a Prelusion program or a fall varsity sport
- **Thursday, August 20** – This program is open to all families.

The Family Orientation Schedule and some of the breakout session topics can be found at studentaffairs.lehigh.edu/content/family-information

**evoLUtion Seminar**
Being a Lehigh student means you are an involved, engaged, and active participant in your learning experiences. To help engage you with the Lehigh and South Bethlehem communities and prepare you with the skills you need for future experiences, we created the evoLUtion Seminar.

While the evoLUtion Seminar is not a credit bearing experience, it is required of all students. Your active participation in the experience will not only help your transition to Lehigh, but can allow you to make strong connections with faculty and staff on campus. If you choose not to participate fully in the experience, your course registration for the following semester may be delayed.

**The 5x10**
To help begin your journey of curiosity and exploration, we created the 5x10 programming series. We expect that all students in their first year at Lehigh attend five programs, one for each of the Five Foundations for Student Success (refer to page one if you don’t remember them) in the first ten weeks of the semester. You will have a chance to complete two events during Orientation!

*This schedule is subject to change. An updated schedule will be provided at Orientation.
2015 ACADEMIC CONTACTS

COLLEGE OF ARTS AND SCIENCES
Cameron Wesson, Associate Dean
incasugd@lehigh.edu | (610) 758-3300
Beth Pelton, Undergraduate
Academic Coordinator
incasugd@lehigh.edu | (610) 758-3301

COLLEGE OF BUSINESS AND ECONOMICS
Twana Walker, Program Director for
First-Year Student Advising
Patricia Reina, Program Director for
Sophomore and Undeclared Advising
Keith Gustafson, Student Support Coordinator
incbeadv@lehigh.edu | (610) 758-4400

COLLEGE OF ENGINEERING AND
APPLIED SCIENCE
Robin Armbruster, Administrative Specialist
of Undergraduate Studies
ugeng@lehigh.edu | (610) 758-4025

SPECIAL PROGRAMS
Arts Engineering (AE)
Bruce Thomas, Professor
College of Arts and Sciences
jbt1@lehigh.edu | (610) 758-3612

Computer Science and
Business Program (CSB)
James Hall, Professor
College of Business and Economics
jah0@lehigh.edu | (610) 758-4446
Henry Korth, Professor
College of Engineering and Applied Science
hfk2@lehigh.edu | (610) 758-4113

Integrated Degree Engineering,
Arts and Science (IDEAS)
Bruce Thomas, Professor
College of Arts and Sciences
jbt1@lehigh.edu | (610) 758-3612
Bill Best, Professor of Practice
College of Engineering and Applied Science
wab205@lehigh.edu | (610) 758-3551

Integrated Business and Engineering
Honors Program (IBE)
Steve Buell, Professor
College of Business and Economics
sgb2@lehigh.edu | (610) 758-3436
Robert Storer, Professor
College of Engineering and Applied Science
rhs2@lehigh.edu | (610) 758-4436

STUDENT SERVICES

MAIN UNIVERSITY TELEPHONE NUMBER
(610) 758-3000
Academic Life and Student Transitions
studentaffairs.lehigh.edu/support
(610) 758-4159
Athletics
lehighsports.com | (610) 758-4300
Bursar’s Office
financeadmin.lehigh.edu/bursar
(610) 758-3160
Counseling and Psychological Services
studentaffairs.lehigh.edu/counseling
(610) 758-3880
Dining Services
lehighdining.com | (610) 758-4166
Financial Aid
lehigh.edu/financialaid | (610) 758-3181
GoldPLUS
financeadmin.lehigh.edu/goldplus | (610) 758-6169
Health and Wellness Center
studentaffairs.lehigh.edu/health
(610) 758-3870
ID Office
lehigh.edu/~inluid | (610) 758-6169
Office of International Affairs
global.lehigh.edu | (610) 758-2981

Office of the First-Year Experience
studentaffairs.lehigh.edu/ofye | (610) 758-1300
Parking Services
financeadmin.lehigh.edu/parking | (610) 758-3893
Post Office
financeadmin.lehigh.edu/mail-campus-square
(610) 758-4193
Registrar
lehigh.edu/registrar | (610) 758-3200
Residence Life Office
studentaffairs.lehigh.edu/reslife | (610) 758-6598
Residential Services
lehigh.edu/housing | (610) 758-3500
Student Affairs
studentaffairs.lehigh.edu | (610) 758-3890
Transportation Services
financeadmin.lehigh.edu/transportation
(610) 758-4410
For 24-hour bus service information
call (610) 758-1700
University Bookstore
lehigh.bncollege.com | (610) 758-3375
University Police
studentaffairs.lehigh.edu/police | (610) 758-4200
Open 24 hours