Welcome Class of 2017 to the School of Engineering

Engineers have almost limitless opportunities to better the world and society in which they live. Engineers can, and frequently do, create dozens of original designs and have the satisfaction of seeing them become working realities.

The engineer is a creative artist in a sense never known by the pure scientist—an engineer makes something. The engineer creates by arranging in patterns the discoveries of science past and present, patterns designed to fit the ever more intricate world of international industry. The material that must be absorbed is profuse and diverse, the problems fascinating and complex, and everything hinges on personal ability and commitment.

You are now entering the door to this creative profession and the exciting time of the technology-driven 21st century. Your presence within the class is a reflection of your progress and effort in your preparations and also a sign of great experiences to come. I sincerely hope you find your pathway to career success as rewarding as we here at the School of Engineering, including myself, have found our own. You will be receiving advice from many—parents, friends, fellow engineering students, faculty, and, yes, even some who would discourage you in your challenging undertakings.

May I offer a bit of advice from my perspective?

• Sometimes nothing will get you where you want to arrive than simple hard study! Don’t be too stingy on study time when it really has to count.

• Go to class! We hope you will find them very informative, always academically engaging, and many times even quite entertaining. But your consistency is a habit that needs to be developed, and your attendance lets the faculty know you are committed to your work.

• Have some fun while you are here! Engineers are not materials-oriented; they are people-oriented. Besides the social relief they bring, activities outside of class develop interpersonal skills, which in turn bring career success. Immersion in the true university experience means sampling the broadest cultural and intellectual activities possible. If we intend to better society, we must first understand its people and their needs.

• Determine that you will develop character while exercising your intellectual talents! Being a professional implies personal integrity and honesty, with a self-driven attention to doing work out of a caring spirit beyond mere technical competence.

• Use your resources early and often! Give us a chance to help. The earlier problems are communicated, the easier they are to solve and the greater number of options available.

Finally, let me assure you that we believe that each of you has the ability to become a successful engineering graduate of Rutgers. Those limitless opportunities in the new century mentioned above are yours if you want them, and there is no better place to start opening doors than the School of Engineering at Rutgers. We’re excited you’re here and are anxious to see you through!

Jeffery L. Rankin
Assistant Dean for First-year Students
Introducing the Office of Academic Affairs

Located at the Engineering Building, Room B100, on the Busch Campus, the Office of Academic Affairs serves the needs of all students entering the common Engineering first-year core curriculum and current undergraduate engineering students in each of the upper level major programs.

The deans and staff in the Office of Academic Affairs are committed to serving our student body efficiently and effectively. Commonly known as “B100”, the office provides service to undergraduate students in the School of Engineering as well as prospective engineering students and their families. Our list of services includes among others: first contact with Undergraduate Admissions; walking tours for prospective students; the First-year Engineering Program; student academic orientation, advising, and administration; scholastic standing; curriculum accreditation; graduation certification; information on post-graduation options; and the Engineering Honors Academy.

All students in the incoming Class of 2017 are assigned for advising to the Assistant Dean for First-year Engineering located at the Office of Academic Affairs. This is your first stop for all academic advising. Do not hesitate to visit and ask any questions that may arise in your daily university activities. Current operating hours are 8:30am to 5:00pm Monday through Friday.

You should also familiarize yourself thoroughly with the information on the School of Engineering website: soe.rutgers.edu/ooa.

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First Things First

The checklist below will help guide you through the important first steps to complete before arriving on campus in the fall.

- **Activate your NetID and establish your email address**
  All faculty, staff and students are assigned a Rutgers unique identifier known as a NetID. A NetID is comprised of initials and a unique number (e.g. jqs23). In order to access many of the electronic services available to you at Rutgers, you need to activate your Rutgers NetID and set your authentication password. Your assigned NetID will appear on the activation screen.
  - NetIDs are activated in the Enrollment Pathway, ugadmissions.rutgers.edu/pathway. Alternatively, you can activate your NetID and manage your services at netid.rutgers.edu
  - ScarletApps (Google for Rutgers), which gives you access to email and other collaborative applications, is the default email for students at Rutgers.

  **Email Tips:** NEVER share your password with anyone. Rutgers will NEVER request confidential information via email.

- **Learn your RUID**
  Your RUID is a unique 9-digit number that Rutgers assigns to you as your identification number. It is used in place of a social security number to identify you on class rosters and with most University departments. The number was assigned to you during the admissions process. This information is important for placement tests, advising, and anything Rutgers-related.

  **My RUID is** [ ]-00- [ ]
  **My NetID is** [ ]
  **My Rutgers email address is** [ ]

- **Check your ScarletMail email account**
  scarletmail.rutgers.edu
  Your email address will enable you to receive important electronic communications from academic and administrative offices. Check your email often. You can access your email at scarletmail.rutgers.edu or at my.rutgers.edu.

- **Visit your myRutgers portal at my.rutgers.edu**
  This is a web-based information portal that can be personalized to provide central access to a variety of online services such as class registration, grades, financial aid, and email. It will be a great resource for you as a student.

- **Take Placement Tests**
  oirap.rutgers.edu/testplace.html
  Placement tests determine the courses that you are eligible to take in writing, math and foreign languages. Please refer to page 4 for more information about your placement testing requirements. If you are entitled to specific testing accommodations under ADA/Section 504, you will make arrangements to take the tests at an alternate time.

- **Take your photo for your RUconnection ID Card**
  ruconnection.rutgers.edu
  You can take your ID picture when you come to campus for placement testing. Following the placement testing on May 4 or May 11, you may proceed to have your picture taken. This will occur at the Science and Engineering Resource Center, Room 209, Busch Campus. Be sure to bring a current government-issued photo ID, such as a driver’s license, passport, or state ID, with you when getting your picture taken. We suggest strongly that you take the time in May during testing to complete this requirement. If you are unable to take your picture at these times, you can visit the RU Express and Board Plan Office in Records Hall Room 102 through July 12 to have your picture taken. You will need to bring a current government issued photo ID. You must also know your 9-digit RUID number. Your permanent photo ID card will be mailed to you in August. If you do not have your photo taken before July 12, you will receive a temporary ID card, which you can exchange for a permanent card when you arrive on campus for the fall semester.
Complete and Submit the Mail-In Course Registration Form
Engineering first-year students register through the mail. The deadline for submission is June 1, 2013. Please see the instructions on page 5 for further details.

Forward all AP, IB, and Transfer Credit official transcripts to the Engineering Office of Academic Affairs
Official transcripts and score reports for Advanced Placement, International Baccalaureate courses, or potential transfer credit from other universities and colleges must be sent directly to the School of Engineering for evaluation and processing by July 1, 2013. See page 6 for further details.

Register for the Summer Orientation Program
nso.rutgers.edu
Join us for one of our two-day, overnight summer orientation sessions. Here, you will learn essential information on Rutgers services and resources and what it means to be a college student. Summer sessions begin in June and end in mid-August. New students will be able to register for summer orientation through the Enrollment Pathway.

Submit required Health Immunization records by July 15
health.rutgers.edu/immmunization
Download an immunization form at health.rutgers.edu/immmunization. Then give it to your health care provider for completion and submit by July 15. COMPLIANCE WITH IMMUNIZATIONS IS REQUIRED UNDER NEW JERSEY LAW FOR ALL STUDENTS. Failure to complete and return the form will result in a registration block that precludes being registered for the following semester and will prohibit access to housing assignment information.

Submit your final official high school and/or college transcripts by July 13
Your final official records must include certification and dates conferred of any diplomas or degrees, as well as final grades for courses in progress at the time of your admission. Official copies of all transcripts should be sent to:

Rutgers, The State University of New Jersey  
Office of University Undergraduate Admissions  
Room 202  
65 Davidson Road  
Piscataway, NJ 08854-8097

Apply for On-Campus Housing
RUoncampus.rutgers.edu
To apply for on-campus housing you must complete the online housing and dining agreement which is available through the Enrollment Pathway. Students are required to submit a non-refundable $200 deposit during the application process. First-year students are strongly encouraged to live on campus, unless living at home with relatives. Assignments are processed on a first-come, first-served basis so it is important to apply as soon as possible.

Select a Meal Plan
food.rutgers.edu
All on-campus residential students are required to carry a meal plan. For first-year students the minimum requirement is a 210 meal plan; upper-class students the minimum requirement is a 105 meal plan. You can make your selection through the on-line university housing agreement. Smaller meal plans are available for non-residential and commuter students.

Find Off-Campus Housing
ruoffcampus.rutgers.edu
The Off-Campus Housing Service provides an online listing of off-campus residences and provides students with useful information about moving off campus.

Apply for Financial Aid by the priority deadline of March 15
For more information visit studentaid.rutgers.edu

Pay your Term Bill
studentabc.rutgers.edu
Bills will be emailed to your Rutgers University email address in late July and are due on August 8. To view your account or pay your term bill, visit finservices.rutgers.edu/otb.

Purchase a Parking Permit
rudots.rutgers.edu
All commuter and residential students are allowed to have cars on campus. Vehicles are required to be registered and students must purchase a parking permit. Please be advised that a permit is also required for anyone visiting a student that needs to park in university parking areas for any length of time. Please visit the Department of Transportation Services for more information about parking permits.

Kick-off your journey at Rutgers by attending Camp UKnight!
getinvolved.rutgers.edu/leadership
Camp UKnight is a 3-day/2-night summer leadership experience that gives students an opportunity to make friends, engage in exciting activities, learn more about Rutgers and its traditions, and most importantly, develop a foundation of leadership. The Camp UKnight staff is enthusiastic and devoted to helping students find their niche at the University. There are two separate camps available: one for traditional first-year students and one for transfer students. More information can be found at the website above.

Join us for Scarlet Knight Days
nsos.rutgers.edu
Look for additional programs and events just for new students in the days before classes start on Tuesday, September 3 and continuing throughout the first week of classes.

Mark Your Calendar
Classes begin Tuesday, September 3, 2013.
Placement Testing

English and Mathematics Tests (Required):
There are two placement tests for all entering engineering students, one for English and one for mathematics. Bring the following:

- several #2 pencils with erasers
- a black or blue ballpoint pen
- a current government-issued photo ID
- your Rutgers student ID number ("RUID")
- a sack lunch or money for lunch

The mathematics placement test is mandatory for all engineering students without exception. The English placement test portion must be taken unless your best Critical Reading (Verbal) SAT-I score is at least 600. If your score on this part of the SAT-I meets this minimum, you may simply arrive to the mathematics placement test rather than for the full examination period. Please note that no one will be allowed to start the tests late—you must be on time to the examination.

The English placement test measures your competence in the areas of reading comprehension, sentence structure, and essay writing. In addition, the Rutgers mathematics placement test is designed to measure your ability in precalculus and trigonometry. The results of these examinations determine whether or not you may register for the normal first-year English and engineering courses. If the results indicate that you should be placed in lower level courses, you will be asked to register for them as prerequisites to the required courses to follow. Therefore, please come to the test prepared to do your best.

In the unusual event of very poor performance on the mathematics examination, you will be asked to return for a second testing at a later date in the summer.

The examinations times each day are as follows:

<table>
<thead>
<tr>
<th>Time</th>
<th>Test Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00am to 11:00am</td>
<td>Level I English Test  (Mandatory if Critical Reading SAT-I &lt; 600)</td>
</tr>
<tr>
<td>11:00am to 12:00pm</td>
<td>Level II Math Test (Mandatory for all)</td>
</tr>
</tbody>
</table>

Please come on your assigned day as indicated below.

**May 4, 2013 Students whose last names begin with letters A–K**

A–E   Science and Engineering Resource Center, Room 111, Busch Campus
F–K   Hill Center, Room 114, Busch Campus

**May 11, 2013 Students whose last names begin with letters L–Z**

L–Q   Science and Engineering Resource Center, Room 111, Busch Campus
R–Z   Hill Center, Room 114, Busch Campus

For any reason you cannot attend these tests as scheduled, you must write to Dean Jeffery L. Rankin at the Office of Academic Affairs as soon as possible. Anyone who fails to attend the test or does not contact the office by June 1, 2013 for other arrangements will face serious difficulties in registering for fall classes. We will make every effort to accommodate your special circumstances if they preclude attendance, but a timely response is essential.

Out-of-State Students
Students who reside 200 or more miles away and cannot attend the placement tests have two special options for completing the placement testing:

- If you will be coming to campus when a placement test is not available and can extend your stay, you can set up individual testing arrangements by contacting Ms. Pagano at pagano@instlres.rutgers.edu.
- Ask your guidance counselor to proctor the placement tests. Counselors should contact April Pagano in the Testing and Placement Office at pagano@instlres.rutgers.edu to make arrangements.

Students with Disabilities
If you are entitled to extended testing time (or other testing modifications) under ADA/Section 504, please contact the Office of Disability Services, at dsoffice@rci.rutgers.edu. After contacting Disability Services, you will need to contact April Pagano in the Testing and Placement office at pagano@instlres.rutgers.edu to arrange to take the tests at an alternate time.

Foreign Language Placement Tests (Optional):
For those engineering students who may desire to continue advanced study of the foreign languages Arabic, Chinese, French, German, Hebrew, Hindi, Hungarian, Italian, Japanese, Korean, Latin, Polish, Portuguese, Russian, or Spanish, the respective foreign language placement test must also be taken. This is optional to other engineering students who will take no language or other less common languages. These tests are not given on May 4 or May 11 and would entail another visit to campus. Please contact the Office of Academic Affairs if you are interested in scheduling a foreign language testing session. We will be glad to inform you of potential testing opportunities.
First-Year Engineering Academic Session

A special Engineering Academic Session that is mandatory for all incoming first-year engineering students will be held after campus housing move-in and just before school begins in early September. Further details about this event will be mailed to your home address in August. Please plan your calendar to allow attendance.

Registration-by-Mail

Unlike other students at Rutgers University, entering first-year engineers register by mail without a visit to campus. Please do not be confused by procedures in place for students attending other units of the University!

With the exception of a humanities/social science elective, the first year consists of required courses in chemistry, physics, English, mathematics, and computer programming. There is also a course provided that presents the various engineering career options offered at Rutgers. However, we will need the information on the enclosed registration form to initiate your class selections. Please follow the registration instructions carefully, read all the commentary, and respond neatly and accurately. It is important that we receive your registration forms at our office by June 1, 2013. Late forms or forms with missing information could cause difficulties in preparing your fall class programs at our scheduling office.

Also enclosed is a listing of acceptable first-year student humanities electives. As the registration form indicates, you should select five of these from the listing as options for your first semester elective course. Place them on the registration form in your preference order. Any questions regarding the registration form should be directed to the Office of Academic Affairs at the address and telephone number listed on the first page of the form.

We will create your class schedule and send you a proposed course schedule in mid-August. At the beginning of the semester you will have the opportunity to access the online Rutgers Web Registration system to make changes and corrections that you feel are necessary under the guidance of your academic adviser at our office. Further specific instructions regarding this change period will be sent to you nearer to that time.
Advanced Placement (AP),
International Baccalaureate (IB),
and Transfer Credits

Advanced Placement (AP) Examinations:
College credit is granted for nearly all AP Examinations when scores of 4 or 5 are reported on an official transcript from the College Board Program. Please contact that program directly to make sure that your AP scores are sent directly to Rutgers University. Use the CEEB code 2765 for this submission.

In most cases, AP score reports are received during the month of July. Updates to initial registrations to reflect advanced credit in the calculus, physics, and chemistry areas are typically done by the Office of Academic Affairs during the month of August as necessary. Please note that no changes to course registrations may occur without the previous receipt of official AP score reports.

International Baccalaureate (IB) Examinations:
Credit is offered for Advanced/Higher Level Examinations with scores of 5, 6, and 7. No credit is given toward School of Engineering coursework for lower level examinations or for examinations scored 4 or below. An official IB transcript must be submitted by the student to Rutgers, The State University, School of Engineering, 98 Brett Road, EN-B100, Piscataway, NJ 08854. Once received, each examination will be evaluated for potential transfer credit award. Updates to initial registrations to reflect awarded credit in the calculus, physics, and chemistry areas are typically done by the Office of Academic Affairs during the month of August as necessary. Please note that no changes to course registrations may occur without the previous receipt of official IB transcripts.

Transfer Credits from Other Colleges:
You should have each college or university you have previously attended submit an official transcript of your academic record directly to the School of Engineering. Note that transcript copies mailed to the Undergraduate Admissions Office are not normally sent to our office in time for registration adjustments for the Fall semester. Unofficial student copies and grade reports cannot be used for official awarding of transfer credits. These final transcripts should be sent to Rutgers, The State University, School of Engineering, 98 Brett Road, EN-B100, Piscataway, NJ 08854. Once received, each course will be evaluated for potential transfer credit award. Grades of “C” or better will be evaluated and given credit as long as the coursework covers material equivalent to the regular School of Engineering requirements.

Engineering Honors Academy

Applications for the Engineering Honors Academy are mailed automatically to those who meet the minimum SAT-I and high school class rank criteria. These applications should be returned to the Office of Academic Affairs by the March 15, 2013 deadline. They will be reviewed for nomination to the program by April 1, 2013. If you have been selected for the Engineering Honors Academy, please indicate this on the mail-in registration form where the option is indicated. We will automatically adjust your schedule to include the necessary Honors courses in the first semester.

You will also have the option of requesting to live in the Engineering Honors Living-Learning Community (see page 7).

Note that it is not possible to “self nominate” for the Engineering Honors Academy. If you believe you have met the minimum criteria for consideration and have been overlooked in the application process, please contact our office as soon as possible.
Educational Opportunity Fund (EOF) Program

The School of Engineering Educational Opportunity Fund (EOF) Program is committed to providing access and opportunity to higher education for students who meet the economic and educational qualifications. The program assists students who are capable and motivated, and provides them with financial support as well as academic, career, and personal counseling for as long as they maintain their enrollment status and meet other program eligibility requirements. Each student also works closely with a School of Engineering EOF counselor who is deeply committed to the student’s success. Entry into the program is coordinated through the Office of Student Development. For entering first-year Engineering students, attendance at the summer EOF Scholars’ Institute (June 30 – August 2) is mandatory. Students attending a summer EOF program do not need to register for the Rutgers University Summer Orientation Program. Specific orientation information will be provided by the EOF program. If desired, EOF students may also participate in the Rutgers Summer Orientation Program; however they should register for a session that does not conflict with their participation in the EOF Scholars’ Institute. Students interested in registering for the Summer Orientation Program, should do so on the Enrollment Pathway. For more information please contact: Office of Student Development, 98 Brett Road, EN-B110, Piscataway, NJ 08854-8058, or call 848-445-2687.

Engineering Student Housing

Engineering students may apply to reside on any of the New Brunswick/Piscataway campuses. However, most engineering courses are held on the Busch Campus and the majority of engineering students find housing there most convenient. To apply for on-campus housing you must complete the online housing and dining agreement which you can access through the admissions Enrollment Pathway. Submit the online application promptly as housing is assigned on a first-come, first-served basis. Once Busch Campus housing is filled, later applicants will be assigned to housing on other campuses.

We also encourage you strongly to consider the Barr Hall or Mattia Hall First-Year Engineering Living-Learning Community as an excellent place to live during your first year in our curriculum. New first-year students have the opportunity to live in this first-year Engineering Living-Learning Community on Busch Campus. Housing in Barr or Mattia residence halls is offered in traditional living arrangements with two students per room. This residential community helps students become fully integrated into the Engineering community with programs centered on professional development and enhancement and valuable curricular support. In addition, the community provides interaction with the School of Engineering Deans and Faculty, alumni representatives from industry, School of Engineering student organizations and advisors who help students achieve at top performance levels. Living in the Engineering Living-Learning Community allows students to connect with others in the same engineering core courses and to take advantage of extra help through tutoring support services provided in residence. Students register for housing and express interest in these living-learning communities as part of the Enrollment Pathway at www.ugadmissions.rutgers.edu/pathway. Approximately 450 of our entering first-year students can be accommodated in this residence area. Applications for these spaces are on a first-come, first-served basis.

The Honors Living-Learning Community for first-year Engineering students is also located in the Barr Hall Engineering Residence. If you are selected for the Engineering Honors Academy as an incoming student, you may choose that housing option. Please indicate your desire to reside in Engineering Honors Living-Learning Community by checking the corresponding option box on the same online housing application mentioned above. As Honors Housing is also limited, these applications are considered on a first-come, first-served basis, so the earlier your application is received the greater your opportunity of assignment to the Honors floor will be.

Incoming women in the School of Engineering may also select to live in a unique first-year Douglass Residential College and School of Engineering community housed on a floor of the Barr First-Year Engineering Residence Hall on Busch Campus. Students will become fully integrated into the engineering community through hands-on learning, mentoring, and interaction with our Engineering faculty and alumni representatives from industry. Female students who select this option will be part of both the School of Engineering and the Douglass Residential College. For further details, visit douglass.rutgers.edu/content/women-in-engineering-living-learning-community.
Academic Integrity

Academic integrity is the foundation of higher learning. As a new student coming to Rutgers, you will be expected to abide by the Academic Integrity Policy...and naturally that means we want you to understand it!

Academic integrity is important because the quality of your education is important. The principles of academic integrity require the following:

- All work submitted in a course or related academic activity must be a student’s own and must have been produced without the aid of unsanctioned materials or collaboration.
- All use of the ideas, results, or words of others must be properly acknowledged and cited.
- All contributors to a given piece of work must be acknowledged properly.
- All data or results must be obtained by ethical means and reported accurately without suppressing any results inconsistent with the author’s interpretation or conclusions.

If you are not sure about academic integrity, ask someone. There are myriad resources available to you as a Rutgers University student:

- Talk to your professor or teaching assistant about their expectations
- Contact your academic department or University Libraries for help
- Consult the Writing Program or Learning Centers
- Visit the Academic Integrity website: academicintegrity.rutgers.edu

All incoming students are required to complete an academic integrity tutorial during their first semester at Rutgers University. Information about the tutorial will either be emailed to you or provided to you in one of your first semester classes. If you have any questions regarding the tutorial please contact studentconduct@rci.rutgers.edu.

For questions about the Academic Integrity Policy, contact the Office of Student Conduct, Bishop House 107 on the College Avenue Campus. To read a full copy of the Academic Integrity Policy or the University Code of Student Conduct, visit academicintegrity.rutgers.edu.

Douglass Residential College

A distinct community at Rutgers-New Brunswick that inspires women’s academic, personal, social and professional development.

Part of Tradition. A Whole New Inspiration.
douglass.rutgers.edu

Learning through action, mentoring, and making lifelong connections with students, faculty and alumnae are all important features of the Douglass experience. Douglass supports women at all stages of their academic careers; new first-year and transfer students, non-traditional students, commuters, and residential students are eligible to become members of the College.

Douglass women at Rutgers get the best of both worlds. Female students attending an undergraduate school at New Brunswick can have all the resources that Rutgers offers and simultaneously belong to Douglass’ small, close-knit community that feels like home. Douglass women gain a competitive edge at Rutgers through exclusive academic and career enrichment opportunities, mentoring and advising, residential learning experiences, and leadership programs. Students are also linked to an empowering network of students, faculty, staff and alumnae who are devoted to their achievement of excellence.

To find out more about how Douglass will enhance your Rutgers experience, help you achieve your potential and become the leader of your own life, visit us at douglass.rutgers.edu or email douglassadmits@echo.rutgers.edu to request more information.

Follow us on Twitter: @RUDouglass; Facebook: Douglass Residential College; and Instagram: RUDouglass

Byrne Family First-Year Seminars

Byrne Family First-Year Seminars are taught by top Rutgers professors and are limited to 20 students per class.

Available to all first-year students
byrne.rutgers.edu

Register as part of your registration process

Eager to find a major? Curious about a new topic? Byrne Seminars are a unique opportunity to explore your interests with our most talented faculty. Professors share their intellectual passion in small seminars, capped at 20 students. Learn about cutting-edge research in a wide range of fields. There are no formal exams and no pressure for a grade. Byrne Seminars are one credit, pass/no credit courses available only to first-year students. Find your passion. Explore majors you may not have considered. Enroll in a Byrne Seminar!
Frequently Asked Questions

How do I register for classes?
First-Year Engineering students register through the mail and do not attend any on-campus advising or registration day. Please refer to page 5 for details on the mail-in registration process.

Will I be able to graduate in four years?
Students at the School of Engineering pursuing the normal single Bachelor of Science degree in their chosen engineering career field normally finish in a typical four year period. We schedule our classes so that you may do so.

Low performance on the placement examinations may cause additional courses, particularly in mathematics, to be required before a student may pass on to the major engineering courses. If this occurs, the graduation date may be extended to a fifth year. Engineering students are expected to begin their studies with mathematics placement in first semester calculus. Placement below this level may lead to work extending beyond four years.

How big are the classes?
The average size of a course taught by engineering faculty is typically around 35 students. Some classes, including required courses taken from the School of Arts and Sciences, such as Expository Writing or Byrne Family First-Year Seminars, are quite small with about 12 to 25 students. Other classes meet in large lectures with over one hundred students. Nearly all of the large lectures also have smaller discussion courses, called recitations, led by a teaching assistant that meet each week to encourage more questions and answers and problem-solving practice.

Where can I view degree requirements?
The Rutgers Online Catalogs are a collection of links to all degree programs and can be found at catalogs.rutgers.edu. The various engineering curricula requirements may be best accessed through the School of Engineering website (soe.rutgers.edu) with its associated departmental links.

When will I receive my fall schedule?
Your fall schedule of classes will be emailed to you at your official Rutgers email address during the third week of August; it should be available online on or around August 20 through the Rutgers portal (my.rutgers.edu). You will not have access to make changes until add/drop in the first week of classes. Plan to attend the Fall Welcome Week programs about decoding your schedule and speak with an academic adviser during orientation or the first week of classes.

When will I find out about my housing assignment and roommate?
An email regarding your housing assignment and roommate information will be sent to you by the Housing and Residence Life Assignments Office during the first week in August. Assignments are made on a first-come, first-served basis while considering the preferences indicated within your housing agreement. Every effort is made to accommodate both campus and roommate preferences; however, a high demand for housing may prevent all requests from being honored. For more information, visit RUoncampus.rutgers.edu.

How do I put money in my RU Express account and what can I use it for?
RU Express is the student debit program at Rutgers, a cash-free alternative that will allow students to use their University ID cards like a debit card. RU Express is accepted at most on-campus locations as well as many off-campus locations. For more information, visit ruexpress.rutgers.edu.

What is Rutgers doing to maintain a safe learning environment?
The campuses at Rutgers University are safe; however, no community is immune from crime. Rutgers has taken numerous measures to improve safety including the installation of over 2,700 security cameras and operating a state-of-the-art 9-1-1 Center, but the importance of your role in crime prevention cannot be understated. You can help reduce your vulnerability by staying alert and not leaving valuables unattended or unsecured in public places including laptops, cell-phones, or bikes which are particularly vulnerable to theft. Additionally, the Division of Administration & Public Safety reminds you, when the time to act has come, the time to prepare has passed. Accordingly, you are encouraged to become familiar with the University’s Emergency Action Plans available at halflife.rutgers.edu/eap/eap.html. For more information about campus safety, crime prevention, and how to sign up for emergency text messages visit aps.rutgers.edu.

Do I need a car to get back and forth between the campuses?
Rutgers University has an extensive transit system that provides transportation between all of the New Brunswick campuses. Most buses are also equipped with a bicycle rack to allow students to easily transport their bicycle from one campus to another. Students who have vehicles on campus are only permitted to park on one campus and must use the bus system for travel to other campuses. For information about the campus transit system and services, visit rudots.rutgers.edu.

What types of health and counseling services are available on campus?
Rutgers Health Services offers a comprehensive range of mental health, medical, pharmacy, health outreach, promotion, and education services to Rutgers students. Please visit the Rutgers Health Services website at health.rutgers.edu to confirm hours and locations for all services.

What type of computer do I need?
If you choose to bring a computer, it is a matter of preference whether you choose a laptop, desktop, or netbook. Many students bring laptops for the convenience of portability. Rutgers Computer Repair (732-445-5000) is an on-campus resource offering authorized warranty services for the major computer manufacturers; they can provide assistance if you have questions. If you don’t bring your own computer, there are fifteen computer labs with over 900 computers spread across the New Brunswick campuses. The labs can augment your computing experience by offering academic and specialized software and printing. For more information, visit nbcs.rutgers.edu/newstudent.

Engineering students generally need a computer which is equipped with a fairly large amount of memory capability, so it is best not to skimp in this area when making a computer purchase. No special software is necessary beyond the typical MS Office (Student Version is just fine). Any specialized engineering software used in our courses is available in our engineering computer laboratories for continuous access.

Continues
When do I buy my books?
The bookstore begins posting course book information as soon as it is received from your instructors, so you can purchase books as much as a month in advance of the semester. Doing so allows you access to the greatest stock of used textbooks. You may also opt to purchase your books after you attend your first class sessions and receive your syllabi. If you do wait until the start of the term to buy your books, bring your course schedule with you to ensure the quickest assistance with obtaining your books. Textbook rentals and e-textbooks are now available on many titles both in-store and online. When you visit your university bookstore, just look for the shelf cards that list rental or e-textbook options. You may order your textbooks online and obtain more information about the university bookstores at rutgers.bncollege.com.

How do students find jobs?
The Student Employment Office (SEO) administers two employment programs and assists students with finding part-time and seasonal employment. The Federal Work Study Program is a need-based Financial Aid Program that offers eligible students employment in a variety of on-campus jobs and off-campus paid community service jobs. The Job Location and Development Program offers part-time and seasonal employment to all currently-enrolled students. For more information on the Student Employment Office, please visit studentwork.rutgers.edu.

Where can I find resources for students with disabilities?
To request accommodations under ADA/Section 504, contact the Office of Disability Services, Lucy Stone Hall, Suite A-145, 54 Joyce Kilmer Avenue, Piscataway, New Jersey 08854. For additional information email dsoffice@echo.rutgers.edu or visit disabilityservices.rutgers.edu.

I need special test accommodations. How do I make these arrangements?
If you are entitled to extended testing time (or other testing modifications) under ADA/Section 504, please contact the Office of Disability Services at dsoffice@rci.rutgers.edu. After contacting Disability Services, contact April Pagano in the Testing and Placement office at pagano@instlres.rutgers.edu to arrange to take the tests at an alternate time. Please contact her ASAP. Do not attend one of the published test dates; these sessions do not offer special accommodations.

I have been admitted to the Educational Opportunity Fund (EOF) Program. Is there anything special I need to know?
Yes. Check out page 7 to learn more about the EOF program. Engineering students attending a summer EOF Scholars’ Institute do not need to register for the Rutgers University Summer Orientation Program on the Enrollment Pathway. Specific orientation information will be provided by your school’s EOF program. If desired, EOF students may also participate in the Rutgers Summer Orientation Program; however they should register for a session that does not conflict with their participation in the EOF Scholars’ Institute (June 30—August 2). Students interested in registering for the Summer Orientation Program, should do so using the Enrollment Pathway.

I am an international student. Are there resources I should know about?
The Center for Global Services (previously known as the Center for International Faculty and Student Services) advises students on immigration, cultural adjustment, health insurance, and other matters. A variety of programs and workshops are offered by Center for Global Services to enhance international students’ experience at Rutgers. Please plan on attending International Student Orientation from Monday, August 26 – Friday, August 30. Additional information and a registration form are included with the I-20 packet sent to you by the Admissions Office. For more information, email ru_cifss@email.rutgers.edu. For other resources and latest updates on the orientation program and schedule, visit internationalservices.rutgers.edu.

What types of services and programs are available for veteran students?
The Office of Veteran and Military Programs was established to help with any and all issues that student veterans and military face as they transition from combat to campus. Veterans House is the home of the director and assistant director of Veteran and Military Programs and Services. Services and dedicated staff available to veteran and military students include academic advising and tutoring, a student lounge with wireless internet providing quiet study space, a mental health clinician, a state veteran service officer who works directly with the U.S. Department of Veterans Affairs, and disability services/accommodations. For more information, visit veterans.rutgers.edu.

What services are available for commuter students?
Commuter Life and the Off-Campus Students’ Association (OCSA) offer a comprehensive range of programs and support, and serve as a source of information for all off-campus/commuter students at Rutgers University. Please visit commuters.rutgers.edu for more information. Students can also email questions or concerns to commuters@echo.rutgers.edu.

Am I required to attend Rutgers Summer Orientation?
All students are expected to attend Summer Orientation. It is an excellent way to get acclimated to Rutgers University and is essential for a successful first year at Rutgers.
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Fall Semester Begins</td>
<td>Tue Sept 3</td>
</tr>
<tr>
<td>Regular Saturday Classes Start</td>
<td>Sat Sept 7</td>
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<tr>
<td>Changes in Designation Of Class Days</td>
<td>Tue Nov 26 – Thursday Classes</td>
</tr>
<tr>
<td></td>
<td>Wed Nov 27 – Friday Classes</td>
</tr>
<tr>
<td>Thanksgiving Recess</td>
<td>Thurs Nov 28 – Sun Dec 1</td>
</tr>
<tr>
<td>Regular Classes End</td>
<td>Wed Dec 11</td>
</tr>
<tr>
<td>Reading Days</td>
<td>Thurs Dec 12 &amp; Fri Dec 13</td>
</tr>
<tr>
<td>Fall Exams Begin</td>
<td>Mon Dec 16</td>
</tr>
<tr>
<td>Fall Exams End</td>
<td>Mon Dec 23</td>
</tr>
<tr>
<td>Winter Recess Begins</td>
<td>Tue Dec 24</td>
</tr>
<tr>
<td>Winter Recess Ends</td>
<td>Mon Jan 20, 2014</td>
</tr>
<tr>
<td>Spring Semester Begins</td>
<td>Tue Jan 21</td>
</tr>
<tr>
<td>Spring Recess Begins</td>
<td>Sat March 15</td>
</tr>
<tr>
<td>Spring Recess Ends</td>
<td>Sun March 23</td>
</tr>
<tr>
<td>Regular Classes End</td>
<td>Mon May 5</td>
</tr>
<tr>
<td>Reading Days</td>
<td>Tue May 6 and Wed May 7</td>
</tr>
<tr>
<td>Spring Exams Begin</td>
<td>Thurs May 8</td>
</tr>
<tr>
<td>Spring Exams End</td>
<td>Wed May 14</td>
</tr>
<tr>
<td>University Commencement</td>
<td>Sun May 18</td>
</tr>
<tr>
<td>Summer Session Begins</td>
<td>Tue May 27</td>
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## Helpful Websites

<table>
<thead>
<tr>
<th>Service</th>
<th>Website</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td>School of Engineering</td>
<td>soe.rutgers.edu</td>
<td>848-445-2212</td>
</tr>
<tr>
<td>Academic Calendar</td>
<td>scheduling.rutgers.edu/calendar.shtml</td>
<td></td>
</tr>
<tr>
<td>Academic Integrity Policy &amp; Student Code of Conduct</td>
<td>judicialaffairs.rutgers.edu</td>
<td></td>
</tr>
<tr>
<td>Admissions (Undergraduate)</td>
<td>admissions.rutgers.edu</td>
<td></td>
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<tr>
<td>Asian American Cultural Center</td>
<td>aacc.rutgers.edu</td>
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<tr>
<td>Athletics</td>
<td>scarletknights.com</td>
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<tr>
<td>Byrne Family First-Year Seminars</td>
<td>byrne.rutgers.edu</td>
<td></td>
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<tr>
<td>Career Services</td>
<td>careerservices.rutgers.edu</td>
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<tr>
<td>Center for Global Services</td>
<td>internationalservices.rutgers.edu</td>
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<tr>
<td>Center for Latino Arts and Culture</td>
<td>clac.rutgers.edu</td>
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<tr>
<td>Computing Services</td>
<td>nbcs.rutgers.edu/newstudent</td>
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<tr>
<td>Degree Navigator</td>
<td>nbdn.rutgers.edu</td>
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<tr>
<td>Dining Services</td>
<td>food.rutgers.edu</td>
<td></td>
</tr>
<tr>
<td>Directions to and on Campus</td>
<td>rumaps.rutgers.edu</td>
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<tr>
<td>Disability Services</td>
<td>disabilityservices.rutgers.edu</td>
<td></td>
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<tr>
<td>Douglass Residential College for Women</td>
<td>dougllass.rutgers.edu</td>
<td></td>
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<tr>
<td>EOF program</td>
<td>admissions.rutgers.edu/0205.asp</td>
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<tr>
<td>Financial Aid</td>
<td>studentaid.rutgers.edu</td>
<td></td>
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<tr>
<td>First-year Interest Group Seminars (FIGS)</td>
<td>figs.rutgers.edu</td>
<td></td>
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<tr>
<td>Health Services—Counseling (CAPS)</td>
<td>health.rutgers.edu</td>
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<tr>
<td>Health Services—Medical</td>
<td>health.rutgers.edu</td>
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<tr>
<td>Housing and Residence Life</td>
<td>ruoncollege.rutgers.edu</td>
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<tr>
<td>Learning Centers</td>
<td>rlc.rutgers.edu</td>
<td></td>
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<tr>
<td>Learning Communities</td>
<td>rlc.rutgers.edu</td>
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<tr>
<td>Libraries</td>
<td>libraries.rutgers.edu</td>
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To connect by phone with any Rutgers University office or staff member, contact RU-info at 732-445-info (4636).
<table>
<thead>
<tr>
<th>Department/Program</th>
<th>Contact Information</th>
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</thead>
<tbody>
<tr>
<td>New Student Orientation</td>
<td>nso.rutgers.edu</td>
</tr>
<tr>
<td>Off-Campus Housing</td>
<td>ruoffcampus.rutgers.edu</td>
</tr>
<tr>
<td>Office of Student Conduct</td>
<td>studentconduct.rutgers.edu</td>
</tr>
<tr>
<td>Ombudsperson for Students</td>
<td>ombuds.rutgers.edu</td>
</tr>
<tr>
<td>Parking (Dept. of Transportation Services)</td>
<td>rudots.rutgers.edu</td>
</tr>
<tr>
<td>Paul Robeson Cultural Center</td>
<td>prcc.rutgers.edu</td>
</tr>
<tr>
<td>Placement Tests</td>
<td>oirap.rutgers.edu/testplace.html</td>
</tr>
<tr>
<td>Post Offices</td>
<td>mds.rutgers.edu</td>
</tr>
<tr>
<td>Public Safety</td>
<td>aps.rutgers.edu</td>
</tr>
<tr>
<td>Recreation &amp; Community Development</td>
<td>recreation.rutgers.edu</td>
</tr>
<tr>
<td>Registrar</td>
<td>nbregistrar.rutgers.edu</td>
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<tr>
<td>Risk Management and Insurance</td>
<td>riskmanagement.rutgers.edu</td>
</tr>
<tr>
<td>RUconnection ID cards</td>
<td>ruconnection.rutgers.edu</td>
</tr>
<tr>
<td>RU Express</td>
<td>ruexpress.rutgers.edu</td>
</tr>
<tr>
<td>RU-info</td>
<td>ruinfo.rutgers.edu</td>
</tr>
<tr>
<td>RU Police Department (non-emergency)</td>
<td>aps.rutgers.edu</td>
</tr>
<tr>
<td>RU-tv (including repairs)</td>
<td>rutv.rutgers.edu</td>
</tr>
<tr>
<td>Schedule of Classes</td>
<td><a href="http://www.acs.rutgers.edu/soc">www.acs.rutgers.edu/soc</a></td>
</tr>
<tr>
<td>Scholarships</td>
<td>admissions.rutgers.edu/0801.asp</td>
</tr>
<tr>
<td>Social Justice Education and LGBT Communities</td>
<td>socialjustice.rutgers.edu</td>
</tr>
</tbody>
</table>
| Student Accounting (Payments)                          | studentabc.rutgers.edu               | 848-932-2254
| Student Affairs                                        | studentaffairs.rutgers.edu           |
| Student Centers                                        | getinvolved.rutgers.edu              |
| Student Employment                                     | studentwork.rutgers.edu              |
| Student Life                                           | getinvolved.rutgers.edu              |
| Undergraduate Education                                | undergraduate.rutgers.edu            |
| Undergraduate Research                                 | aresty.rutgers.edu                   |
| University Code of Student Conduct                     | studentconduct.rutgers.edu           |
| University College Community                           | ucc.rutgers.edu                      |
| Veterans Services                                      | veterans.rutgers.edu                 |
| Violence Prevention and Victim Assistance               | vpva.rutgers.edu                     |
| Writing Centers                                        | wp.rutgers.edu                       |

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