

New Parent & Family Checklist 2019

This checklist will help you get organized even before your student arrives at Syracuse University. If you have any questions about the information listed below, please do not hesitate to call Parent and Family Services at (315) 443-1200 or email us at parents@syr.edu. You can also call the Office of First-Year and Transfer Programs (FYTP) at (315) 443-1012 or email them at newtosu@syr.edu.

Things to Do Before Your Student Arrives

- **Remind your student to activate their email address and NetID**

To set-up a NetID and password, your student should visit the [Information Technology and Services'](#) website. Please note that it is recommended that they enable the two-factor opt-in when activating their account to ensure better account security.

Information can be found regarding connecting a computer to the on-campus networks, virus protection, computer specifications and purchases, cable TV, and telephone on [this site](#). If your student does not plan to bring a computer, computers are available in campus Computer Labs. Visit the ITS website for [lab locations](#).

- **Remind your student to enter parent contact information on MySlice**

This is important to have so that we can reach someone in case of an emergency and to keep you up-to-date via Parent and Family Services' e-newsletters. Your student can input this information under the Personal Services tab on [MySlice](#). Please note that emergency contacts can be different from Parent 1 and Parent 2 contact data.

- **Remind your student to complete their first term enrollment selections**

Students will receive an e-mail from their school or college in mid- to late May. Students should contact their respective school or college with questions. Information about the first term enrollment can be found on [this site](#).

- **Check that your student has returned their Health Services Forms**

Students must go to suhsportal.syr.edu to submit a health history form and required immunization information **no later than July 1**. Enrolled students who are not in compliance will be unable to register for classes, obtain an I.D. card, and may be required to leave campus. Students that intend to live on campus will not receive their housing assignment or move-in pass until the record is received.

- **Check that your student meets the health insurance requirements**

All new students are required to have [qualified health care insurance](#). If your student wishes to adopt the Syracuse University Insurance Plan visit [here](#) for plan details or your student can [waive coverage](#) if they have other qualified health insurance.

A Frequently Asked Questions (FAQ) page is available here:

<http://healthinsurance.syr.edu/resources/frequently-asked-questions/>

- **Shop for basic items and necessities**
Review the [“What to Bring/What Not to Bring”](#) list and shop for items your student will need. Don’t go overboard; storage is limited to what they can fit in their closet and under their bed.
- **Note that your student can preorder textbooks**
Textbooks can be purchased when you arrive on campus at the University Bookstore in the Schine Student Center or can be preordered through the Bookstore’s [textbook reservation process](#).
- **If your student has a documented disability**
Once your student has activated their Net ID they need to visit the Office of Disability Services [website](#). There your student can use the Register and Request Information feature to upload supporting documentation regarding their disabilities & to complete a self-assessment survey. Contact ODS at (315) 443-4498 or disabilityservices@syr.edu.
- **Remind your student to submit a photo for their SUID Card**
They should do so by **July 15** on the MyHousing Portal. For directions, please [click here](#).
- **Remind your student to register for Orientation via MySlice**
Registration will be available on or about June 1. Information can be found on [this site](#).
- **Talk to your student about personal safety**
Although personal safety seems basic enough, college students often think they are invincible. Remind them to lock their doors; secure personal belongings; walk in groups of three or more; tell someone they trust where they are going, when they will return, and how to reach them. Ask them if they know about [Orange Alert](#) and the [LiveSafe Mobile App](#). For more safety tips, visit the [Department of Public Safety’s](#) website
- **Talk to your student about alcohol and other drugs**
Even college students listen to their parents when it comes to this topic. Encourage them to make smart and safe choices. For resource information on this and other topics related to health and wellness, visit [BEWise](#), the [Counseling Center](#), [Health Promotion](#), [Health Services](#), or [Recreation Services](#).
- **Talk to your student about their rights and responsibilities**
It is important for your student to understand their rights and the responsibility they have as a member of the campus community. Make sure your student reviews the [Code of Student Conduct](#) and the various [policies](#) of Syracuse University.
- **If your student plans to work in Syracuse, remind them to:**
 - **Prepare and pack necessary identification documents**
This may go against your instincts, but it will save you from sending it in the mail later. Your student should bring a passport or photo ID (such as driver’s license) and their original social security card; and/or an original or certified copy of their birth certificate as proof of identity for the Employment Eligibility Verification (I-9) form needed to work on campus.

For a list of other acceptable documents, visit this [resource here](#).

- **Prepare a resume or summary of their work experience**
This will allow employers to quickly learn about their qualifications and will help your student get a head start with their future employment preparation.
- **Begin searching for a job on campus**
It is never too early to start this process, so encourage them to visit the Syracuse University Job Opportunities at <http://www.sujobopps.com>. More information on student employment and work study opportunities can be found on [this site](#).

When on Campus for Syracuse Welcome

- **Try to accompany your student to campus and assist them with move in**
The major tasks they should accomplish on day one are to meet their roommate and to make their bed—they will be tired that night. Leave the rest of the unpacking and room set-up for the next few days and take advantage of orientation programs instead!
- **Gather all the necessary contact information for your student**
It is important to get your student's residence hall name and e-mail address before you leave campus. It is also a good idea to note the name of the Residence Director (RD), Assistant Residence Director (ARD) and your student's Resident Advisor (RA). A list of the residence halls, including addresses, can be found [here](#).
- **Stop by the "Orange Welcome and Information Center" tent on the Quad**
Here you will find representatives from many campus departments. Staff from Parent and Family Services will be on hand to share information and answer questions.
- **Remind your student to pick-up their pre-ordered textbooks at the Schine Student Center**
If your student did not pre-order books, they can be purchased at the Syracuse University Bookstore in the Schine Student Center once they are on campus.
- **Attend the parent and family orientation programs on the Syracuse Welcome schedule**
These include sessions about living on campus, making the most of the first year, and disability services. If you can only attend one session, please join us for the Parent and Family Transitions session on Wednesday, August 21 at 4 p.m. in Hendricks Chapel.
- **Take a campus tour**
Familiarize yourself with the environment in which your student will be living and learning for the next four years (five years in a small number of academic programs, including the School of Architecture).
- **Plan to say goodbye to your student at or before noon on Friday, August 23** Remember, Family Weekend will be here soon!

Things to Keep In Mind

- **Try to schedule a consistent time to communicate with your student**

Whether it be via telephone, FaceTime, etc.- students will be extremely busy when they first arrive on campus—having a consistent time to contact each other may be comforting for all of you (even in a world of texting and social media).

- **Encourage your student to program emergency numbers into their cell phone.**
Dialing #SU (#78) from a cell phone will dispatch Department of Public Safety Officers and/or Syracuse University Ambulance immediately. The main dispatch number (24/7/365) for the Department of Public Safety is (315) 443-2224.
- **In case of student illness or family emergency**
Your student should contact each of their professors via e-mail if possible and note the length of their absence and specific reason for the absence. Contact the [Dean of Student Office](#) at (315) 443-4357 or [Parent and Family Services](#) at (315) 443-1200 for help with the emergency notification process.
- **Keep up with Parent and Family Services on social media**
Request to join the Facebook group of Parent and Family Services [here](#). This FB page is monitored by Parent and Family Services staff and therefore provides timely and accurate information. You can also "like" our [Facebook Fan Page](#) to learn more about campus news and events.
- **Encourage your student to meet all of their professors and to utilize their office hours**
This is a good way for them to get to know professors, make a stronger connection to the campus, and to maintain good academic standing.
- **If your student mentions that they are feeling uncomfortable with, or overwhelmed by, the material being covered in a class, they should find help as soon as possible**
Semesters are short and College-level classes are more intense than high school. The [Center for Learning and Student Success](#) (C.L.A.S.S.) can help—they provide tutoring, workshops, and academic assistance. The Center is located at Bird Library and can be reached at (315) 443-2005. Students can also reach out via [Orange Success](#) on their Myslice account. Orange Success provides an efficient way to offer coordinated support to all students ensuring they receive the right type of assistance or intervention.
- **If your student is lonely, homesick, or depressed, encourage them to find a support system**
This can be as simple as having lunch with their RA or residence hall staff, taking part in an [Orange After Dark](#) program, joining a student organization, or finding a job on campus. This fall, students will be able to take advantage of all of programs and services of the Barnes Center—a state of the art Health and Wellness facility.
If you have further concerns about your student's mental health, advise your student to make an appointment with a therapist or sign up for group therapy led by the [counseling staff in the Barnes Center](#).
- **Have your student visit the advising and career office in their college**
Many new students are unsure about their major, wonder what they could possibly want to do for the rest of their lives, and are not sure how to formulate a plan to discover just what it is that interests them. Staff can help them define their interests, perfect their resume, and help them look for internships.

- **If your student is feeling unchallenged**
Suggest to your student that they should look into dual majors, academic certificates, internships, and other programs such as the [Renee Crown University Honors Program](#).
- **Ask your student if they are interested in study abroad**
The [Syracuse Abroad](#) program offers a wide range of opportunities to study in exciting locations. Planning ahead—both financially and academically--for a semester abroad is vital.

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Welcome to the 'Cuse Family!