

New Parent Checklist 2009

This checklist will help you get organized even before your son or daughter arrives at Syracuse University. Please note that asterisked items are required. If you have any questions about the information listed below, please do not hesitate to contact the Parents Office at 315/443-1200 or the Office of First-Year and Transfer Programs (FYTP) at 315/443-1012.

Things to Do Before Your Student Arrives

- *Remind your student to activate his or her email address and NetID** - To set-up a NetID and password and to prepare for connecting a computer to the on-campus networks, your student should visit the Information Technology and Services' website at <http://its.syr.edu>. You will also find information about virus protection, computer 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 <http://its.syr.edu> for lab locations.
- *Has your student completed course registration?** – They can contact their school or college with any questions by using the 1-800 number listed in the *readySet* booklet they receive in June.
- *Check that your student has completed and returned their Health Services Forms** – A health history form and required immunization information should be mailed to Health Services at 111 Waverly Avenue, Syracuse, NY 13244. This form is available online at <http://students.syr.edu/health/downloadforms.html>.
- Shop for basic items** – Review the “What to Bring to Campus” list (<http://orientation.syr.edu/newstudentchecklist/whattobring.html>) and shop for items your student will need. Don't go overboard; storage space is limited to what they can fit under their bed.
- Note that your student can preorder textbooks** - Textbooks may be purchased when you arrive on campus at the University Bookstore in the Schine Student Center or preordered through the Bookstore's textbook reservation process available at <http://bookstore.syr.edu/welcome/textbooks.php>.
- If your student has a documented disability** - please visit the Office of Disability Services website at <http://www.disabilityservices.syr.edu/> for information on documentation needed to support accommodation. Please send in documentation prior to your student's arrival so counselors are able to contact you over the summer. For additional information, contact ODS at 315-443-4498 or odssched@syr.edu.
- * Remind your student to complete AlcoholEdu for College** – Required for first-year students before arriving on campus (<http://orientation.syr.edu/alcoholedu.html>). A parent version of this course will be available later this summer. Please check the Parents Office web site (<http://parents.syr.edu>) for more details in July.
- Remind your student to submit a photo for the SUID Card** at <http://idphoto.syr.edu> by June 30.
- Remind your student to download a move-in pass beginning at 12 Noon on July 29.**
- If your student plans to work in Syracuse, remind them to:**
 - **Pack a passport or photo ID** (such as a 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, go to <http://humanresources.syr.edu/shared/docs/i-9.pdf>. This may go against your instincts, but it will save you from sending it in the mail later.
 - **Prepare a resume** or summary of their work experience. This will allow employers to quickly learn about their qualifications.
 - **Begin searching for a job on campus.** It is never too early to start this process, so encourage them to visit the SU Job Opportunities at <http://www.sujobopps.com>.

☐ Things to Do Before Your Student Arrives (continued)

- ☐ **Make hotel reservations if you plan to attend Family Weekend 2009** – Family Weekend is scheduled for October 23 - 25, 2009 and hotels fill up quickly. *The only mailing you will receive for this program is a “Save the Date” postcard.* For more information and to register, visit the Parents Office web site at <http://parents.syr.edu> after August 3 and click on the link for “Family Weekend.”
- ☐ **Talk to your student about personal safety** – Although personal safety seems basic enough, college students think they are invincible. Remind them to lock their doors; secure personal belongings; walk in groups of three or more; tell someone where they are going, when they will return, and how to reach them. For more personal safety tips, visit the Department of Public Safety’s web site at <http://publicsafety.syr.edu>.
- ☐ **Talk to your student about alcohol and other drugs** – It may seem like it is too late to do this, but 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 the Counseling Center at <http://counselingcenter.syr.edu/index.php/psychological-topics/>, Health Services at <http://students.syr.edu/health/>, or Recreation Services at <http://recreationservices.syr.edu/>.

☐ Things to Do While You Are On Campus

- ☐ **Try to accompany your student as they move into their residence hall** - The major tasks they should accomplish on day one are to meet their roommate and to make their bed—they will be tired tonight. Leave the rest of the unpacking and room set-up for the next few days and take advantage of orientation programs instead!
- ☐ **Note your student’s correct address, phone number, and e-mail address before you leave campus.** It is also a good idea to note the name of the residence hall, the Residence Director (RD), and your student’s Resident Advisor (RA). You can find a list of Residence Hall addresses on the Parents Office website: <http://parents.syr.edu/SUResidentAddresses.pdf>
- ☐ **Stop by the “Taking Care of Business” tents on the Quad**- Here you will find representatives from many campus departments and area businesses. Staff from the Parents Office will be on hand to share information and answer questions.
- ☐ **Remind your student to pick-up his or her pre-ordered textbooks** at the Schine Student Center.
- ☐ **Attend the orientation programs specifically designed for parents** – These include sessions on academics, living in the residence halls, career services, and disability services. If you can only attend one session, please join us for the **Parents Convocation on Thursday, August 27 at 7 p.m. in the Goldstein Auditorium of the Hildegard and J. Myer Schine Student Center.**
- ☐ **Take a campus tour** - to familiarize yourself with where 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 after lunch on Friday, August 28** – You will miss each other, but Family Weekend is only about two months away (October 23 – 25, 2009).

□ Things to Keep In Mind

- **Schedule a consistent time to communicate via telephone, e-mail, or instant messaging, etc.**— Students will be extremely busy when they first arrive on campus, and—at first—having a consistent time that they know you will be able to reach each other is comforting.
- **Encourage your student to program emergency numbers into their cell phones and have them posted in an easily accessible area** – They can call 711 from an on-campus phone or #SU from most cell phones—this will get the Department of Public Safety and/or Syracuse University Ambulance dispatched to them immediately.
- **Know what to do if your student is ill or if you have a family emergency** – Remind your student to contact each of their professors via e-mail if at all possible. They should note the length of their absence and a specific reason for the absence. Contact the Parents Office at 315/443-1200—they can assist in locating your student on campus or help you with the emergency notification process.
- **Join the official Facebook Group of the Syracuse University Parents Office** at <http://www.facebook.com/home.php#/group.php?gid=100817824934>.
- **Sign-up to receive the Parents Office E-Newsletter**, sent three to four times per year, at <http://parents.syr.edu/forms/emailsignup.php>.
- **If you are an “empty nester,” get involved** – You will certainly miss your student, and while they are at school you may find yourself with more time on your hands than you anticipated. Start a new hobby, volunteer, or take a class yourself. It will help fill some of the void and you might learn something new in the process!
- **Encourage your student to meet all of their professors and to utilize each professor’s office hours** – It is a good way for them to make a strong connection to the campus, feel like they belong, 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, tell them to find help as soon as possible** – College-level classes are more intense and more in-depth than what many students were accustomed to in high school. The **Tutoring and Study Center** can help—they provide tutoring, workshops, and academic assistance. The Center is located at 111 Waverly Avenue, Suite 220 and can be reached at 315/443-2005. Visit their website at <http://www.tutoring.syr.edu>.
- **If your student is lonely, homesick, or seems depressed, encourage them to find a support system** – This can be as simple as having lunch with their RA or residence hall staff, joining a student organization, or finding a job on campus. If this persists, advise your student to make an appointment with a chaplain at Hendricks Chapel or a therapist at the **Counseling Center** located at 200 Walnut Place, or via telephone at 315/443-4715, to talk with someone about their situation.
- **Though it may seem a bit early to do this, suggest that your student visit the Center for Career Services or the career development office in their home 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. These departments are excellent resources and can also assist them as they perfect their resume and look for internships.
- **If your student is feeling unchallenged, suggest that they find something to challenge them** – They could learn more about the Renee Crown Schine Honors Program, dual majors, internships, and other great opportunities that will motivate them and build their experience.
- **If you haven’t talked about it yet, ask your student if they are interested in study abroad** – The SU Abroad program offers opportunities to study in London, Florence, Hong Kong, Strasbourg, Santiago, Madrid, Beijing, and many other exciting locations. Planning ahead is important—both financially and academically.