

First Year Student Newsletter

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Produced by
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Greetings from the Dean for First Year Students

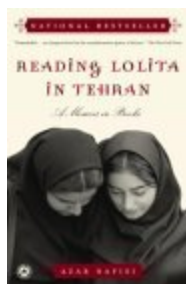
Welcome Class of 2008!

I am excited to finally see you on campus and am ready to kick off this exciting new year with you. This is the first in a series of newsletters that I will be sending to you throughout the year so that I can stay in touch with you and keep you informed about important events, deadlines, issues and opportunities. The topics will depend on *your* questions and concerns as well as mine. So please feel free to stop by my office in Sears 357 or at RUSS in Wade Commons so that we can chat. Let me know what you would like to know more about. You can also reach me at my e-mail address: deanamon@case.edu

Open Invitation

I've written to all of you, talked on the phone with many of you, e-mailed you and met some of you. As your class dean, I am looking forward to getting to know each of you. I invite you to stop by my office in Sears 357 or at RUSS in Wade Commons to introduce yourself and to let me know how things are going.

The Common Reading, the Academic Community and You



Reading Lolita in Tehran
by Azar Nafisi

The Case community will begin the discussion of this year's common reading at Thursday's Share the Vision Program when students will learn the winners of the Essay Contest, and be able to join their community members in engaging and interesting dialogue and debate about this book.

Academic Resources in the Residential Colleges

RUSS

Stop in and Get to know a New Friend in the North Residential Village

The Residential Undergraduate Studies Satellite (RUSS) is located behind the 24-hour study room in the Resource Center at Wade. As an extension of the Office of Undergraduate Studies, you can stop by RUSS for quick advising information and academic resources. RUSS is open from 5:30 - 8:00 p.m. on Monday - Wednesday. Both appointment and walk-in advising appointments are available. Generally speaking I will be there Monday - Wednesday, however, at times one of the other Deans might be available instead. Contact the main Office of Undergraduate Studies at 368-2928 to call about weekly appointment and walk-in availability.

Learning Assistant (LAs)

If you live on campus, you will soon meet your Learning Assistant. Learning Assistants are undergraduate students who serve as academic consultants to provide academic resources, referrals and opportunities to first year students. LAs work for a variety of offices: Undergraduate Studies, Educational Services for Students and Housing, Residence Life & Greek Life. The LAs are here to help you - please take the time to meet your LA and attend their Meet the LA program during the first week of classes!

Juniper Residential College

Norton LA - **Neena Agarwal**

Raymond LA - **Chris Pulliam**

Sherman LA - **Yevgenia Baron**

Magnolia Residential College

Smith LA - **Jennifer Kotzin**

Taft LA - **Kristin Poinar**

Tyler LA - **Jennifer Agnew**

Mistletoe Residential College

Hitchcock LA - **Jennifer Mohler**

Pierce LA - **Matt Wholey**

E⁴

Explore

The possibilities

The campus

The city

The opportunities

The academic degrees, majors and minors at Case

Your values, beliefs, dreams and passions

Enrich

Yourself

Your relationships

Your community

Engage

In the classroom

Out of the classroom

Your peers, your professors, the staff, your family, your friends, your communities

Enjoy

The unknown

The differences

The freedom

The challenge

The beauty

The privilege

The limitless possibilities

Case

CONGRATULATIONS & WELCOME

Meeting Your First Year Advisor

This week you will have the opportunity to meet your first year advisor. At check-in you were given an appointment card indicating the time, date and location for both your individual academic advising appointment as well as the advisor meeting.

Your First Year Advisor is a resource not only for academic advice, but also for connecting to the Case community as well. It is important to develop a good relationship with this individual. First Year Advisors can guide you to strategies for academic success and help refer you to resources and opportunities across campus that will enhance your first year experience.

On Tuesday (8/17) and Wednesday (8/18), first year students attending Orientation Session III will meet with their assigned advisors to develop a fall schedule and register for courses. Students who participated in Orientation Sessions I and II will meet with their assigned advisors on Thursday (8/19). At this advising appointment, I not only encourage you to talk specifically about the details of your fall course selections, but also to discuss your academic interests and goals. I hope that you will let your advisor know about any questions or concerns as well as any opportunities or experiences in which you are looking forward to participating.

Your First Semester Schedule

A first semester schedule should consist of at least 12 semester hours comprising four or five academic courses and at least one half semester of PHED activity credit for a total of 14 - 18 semester hours. Your schedule should allow you to take courses that help you explore your academic interests, as well as your educational and career goals. Course registration should take into consideration placement changes resulting from earned credit through transfer credit or AP, IB or A-Level examinations. If your advisor does not have transfer credit evaluations and/or advanced examination test results, then Case has not received this information. You need to arrange that this information get to me as soon as possible so that your advisor and I can advise you appropriately with regard to degree completion. If you and your advisor feel that a change needs to be made to your fall semester schedule, please make these changes during the First Year Student Drop/Add session and/or during the subsequent Drop/Add period.

Proficiency Exams

Placement and proficiency examination details are described in your *FYI Guide* and also your Orientation Schedule. Please review these documents for important details.

Proficiency exams are completely optional and are free to students. Students who feel that they have an extensive background in a subject for which they did not previously earn credit may take a proficiency exam. Successful completion of a proficiency exam will result in the awarding of Case credit.



Making Changes, Additions, or Deletions to your First Semester Schedule

ALL SCHEDULE ADJUSTMENTS MUST BE DISCUSSED WITH YOUR FIRST YEAR ADVISOR.

First year students have a special drop/add period*:

**Friday, August 20
9:00 a.m. - 12:00 p.m.**

You should make simple switches electronically using SOLAR; other changes requiring special permission, such as admission into a "Permit" class or a closed class, must be made on a Drop/Add form and be processed at the Registrar's Office - Yost Hall, Room 110. I will be in the Registrar's Office for this Drop/Add Session as will representatives from Chemistry, Mathematics and Physics.

* The Drop/Add continues through the 2nd week of classes.

Course Offerings Update

Physical Education - All students must complete two full semesters of physical education activity courses for zero credit hours. You were instructed to include at least one full semester or half semester course in their fall schedules. (Music students will be registering this week for MUSC 153 and, varsity athletes should make sure that you registered for your Varsity Sport.)

Seats have been added to almost all PHED courses this week so, during the Drop/Add day, make sure to try to add a PHED to your schedule.

Chemistry 113* - Students wanting to try to get signed in to CHEM 113 should visit Doc Oc during Drop/add on Friday. If you cannot get into CHEM 113 this fall, there will be plenty of openings in the spring semester. * Students considering a major in chemistry should make sure that CHEM 113 is part of their fall schedule. If it is not, make sure to speak with Doc Oc at First Year Drop/Add on Friday.

MATH classes - Students wanting to get signed in to a closed math course or having any questions about which math course is appropriate for his/her interests should also stop by to see Chris Butler during Drop/Add on Friday morning. Chris Butler can also be reached at chris@case.edu or x2881.

First Year Student SatCo: The Case Way to Spend a Saturday

Saturday, August 21

Join other new students for activities and field trips on Saturday. First Year SatCo options range from canoeing to 3-D Photography to Shopping excursions. For a complete list, see <http://www.case.edu/orientation/2004/satco/>. If you did not register for SatCo, you still may be able to sign up for one of the SatCo activities by going to Thwing Atrium on Saturday, August 21, from 12:00 to 1:00 p.m. SatCo (Case's Saturday College) is a program sponsored by the Share the Vision committee each fall and spring semester.

SatCo offers the opportunity to take (and teach) courses just for the sake of intellectual stimulation, curiosity and fun. Past SatCo courses have ranged from ballroom dance to skydiving to hiking to the history of Black English, leadership, jogging, photography, filmmaking, public speaking, field trips and more. First Year SatCo serves as an introduction to the SatCo program. Be sure to look for announcements about Fall SatCo after the semester begins.

I hope you attend a SatCo event this weekend and then start to think about what kind of class you might like to teach at this year's Fall and Spring SatCos.

EXPLORE • ENRICH • ENGAGE • ENJOY

Graduate School Expert to Speak at Case

While you are just beginning your undergraduate studies, we know that at least 40% of our students go directly into graduate or professional school after graduation. To assist you in preparing for your graduate school search, the Career Center invited nationally recognized author and presenter **Donald Asher to campus on September 16 at 8:00 pm in the Thwing Center.**

Donald Asher has written eight books, serves as a contributing writer for The San Francisco Chronicle and Managing Your Career Magazine. He is featured as the job-search expert on jobtrak.com and wetfeet.com.

During his return visit to Case, Asher will share advice from his book *Graduate Admissions Essays: What Works, What Doesn't, and Why*.

Register online via eCompass at <http://studentaffairs.case.edu/careers/partners/ecompass.html>. For more information, please contact the Career Center at 368-4446 or visit Sears 206.

IMPORTANT NOTICE ABOUT ENGLISH 150

ALL STUDENTS ENROLLED IN ENGLISH 150 WILL GO TO STROSACKER AUDITORIUM FOR THEIR FIRST ENGL 150 CLASS. Students must attend this first class in Strosacker Auditorium in order to receive important details about class enrollment and organization.

Pre-Medical Students

Be sure to attend the special meeting on Pre-Medical education and opportunities at Case, with Dr. Jane Buder-Shapiro and Dean Joe Pieri, Pre-Medical Advisors, on **Thursday, August 26, from 7:00 - 8:00 PM in Schmitt Auditorium in Millis Hall.**

Get Employed!!

Want to be a part of recruiting the next class to Case? The Office of Undergraduate Admission has several opportunities for students to get involved, and to make a buck or two. If you like talking to people, you're beginning to know your way around campus, and you have an uncanny ability to walk backwards, you could be the next **Case tour guide!** Interviews will be conducted **August 29 and 31**; sign up with Christine DeSalvo (christine.desalvo@case.edu) ahead of time.

The Admission Office also has opportunities to host prospective students overnight, to meet and greet visitors in our reception area, and to do general office work. Stop by Tomlinson Hall for more details, or drop us a line (8x4450 or admission@case.edu).

Commuter Appreciation Day

Thursday, September 2

11:30 am to 1:30 pm

Heart of the Campus--just outside Kelvin Smith Library

Free picnic--with hot dogs, hamburgers and veggie burgers along with some "goofy" give-aways: "pick-up" games of soccer, ultimate frisbee, and kickball along with a live band **THE MINIMUM REQUIREMENTS**, which will "perform their own original repertoire of catchy pop melodies and witty lyrics that tap the mind and boggle the toes."

Everyone--all students, faculty, and staff--is invited to this picnic! Come celebrate our commuter community on campus!



Buying Textbooks

Many students are eager to purchase textbooks as soon as they arrive on campus. However, you should wait to purchase textbooks until your fall schedule is set. Since different sections of classes often require different texts, it is essential that you know which classes in which you are enrolled. When you have finalized your schedule, take a printed copy of your schedule to the bookstore and look for your required texts. The books are arranged by school or college and then alphabetically by department. You will see cards on the shelves which tell you which books go with which courses and which sections. Read the cards carefully and make sure to ask the friendly Bookstore staff for assistance if necessary.

** However, you should keep in mind that it's OK to wait until you attend the first class meeting before purchasing your textbooks. It is often helpful to review the syllabus and ask questions of the instructor before making your purchases.

Read Your Case E-Mail

By now, you should have activated your Case email account and you should be checking it regularly. Important, official correspondence (responses to special requests and petitions, dates and deadlines, opportunities, and this newsletter) will occur over e-mail. The Office of Undergraduate Studies recognizes that you get many emails on a daily basis and therefore strictly limits all communication to essential and timely information, deadlines, and opportunities.



Educational Services for Students (ESS) has a FREE Academic Planner for You!

Just stop by ESS in Kelvin Smith Library, Room 105 Monday through Friday, 9:00 a.m. to 5:00 p.m. to pick up your planner! It's made specifically for Case, so it has all the important academic dates and deadlines as well as handy fall and spring calendars and a phone list of campus services. Best of all it's **FREE** to all new first year students.

Hey.....guess what? It's **FREE!!**

Class Attendance

You are expected to attend your classes regularly. Be sure to note your professors' office hours and go see them if you have questions or concerns related to course material and/or expectations. If you are ill, contact University Health Services, 2145 Adelbert Road (368-2450). If you miss classes because of illness, it is your responsibility to discuss your situation with the professor and arrange for make-up work (if allowing make-up work is consistent with the professor's course policy). If a family emergency makes it impossible for you to attend classes, please notify the Office of Undergraduate Studies, Sears 357, at 368-2928, immediately.

Syllabus 101

Course syllabi are among the most important university documents that you will receive each semester. Your course syllabus is viewed as a contract between you and your professor. You are responsible for knowing the information contained within the syllabus, for reviewing the syllabus on a regular basis and for noting any changes that a professor makes to his/her syllabus. It is essential that you review your syllabus after your first class to become familiar with course requirements and professor information. Read all course syllabi carefully and look especially for the following information:

- Professor Name
- Professor Email, Phone & Office Location
- Professor Office Hours
- Required Books & Materials
- Assignments & Due Dates (put the important dates in your calendar/planner during the first week of classes)
- Attendance/Absence policy
- Final Exam Schedule

Highlight any questions that you have about the information contained in the syllabus and ask for clarification at the next class meeting!

Classroom Etiquette 101

- Arrive at class on-time.
- Come to class prepared.
- Bring paper and pen to take notes.
- Be respectful of your instructor and your peers.
- Turn off cell phones and pagers...better yet, don't bring them.
- Talk to your instructors in advance if you will have to miss a class.
- Ask questions.
- Come with a passion to learn!

Annual Fall Convocation

Thursday, August 26, 2004 at 4:30 p.m.

Severance Hall

Case Western Reserve University President Edward M. Hundert will officially open the academic year and welcome the class of 2008 during the Annual Fall Convocation on Thursday, August 26, 2004 at 4:30 p.m. at Severance Hall.

Commencement is a formal academic ceremony and celebration that welcomes the new class of entering students and opens the new academic year. The University President presides over the event that also features a keynote speaker and an opportunity to celebrate and recognize excellence in student leadership.

This year's keynote speaker is veteran White House reporter, Helen Thomas, who with tenacity and keen intellect not only covered nine presidents, but also helped to define the way that U.S. citizens learn about and engage governmental leadership.

All faculty, staff, and students are welcome to attend; however, seating is limited so visit the Commencement website TODAY to be sure that you are able to participate in this annual tradition.

<http://www.cwru.edu/convocation/>

How to Work a Career Fair

In preparation for the October 7, 2004 Career Fair, the Career Center is sponsoring a workshop to help you prepare for the event. This timely workshop will outline reasons why students (including first year students!) should attend. In addition, the session will offer advice on researching organizations, gathering the appropriate documents, developing your "30 second commercial," and connecting with prospective employers.

During this event, the Career Center will release the directory of employers scheduled to attend the Career Fair. Those students in attendance will have the first glimpse of the directory!

Plan to attend How to Work a Career Fair on Thursday, September 30, from 6:30-7:30 in Clapp 108.

Register online via eCompass at <http://studentaffairs.case.edu/careers/partners/ecompass.html>. For more information, please contact the Career Center at 368-4446 or visit Sears 206.



You have already joined a vibrant and engaged academic community here at Case Western Reserve University. However, with the presidential election just around the corner, this fall is anticipated to be an especially engaging and intellectually stimulating time to be on campus. Case has been selected as a host site for a vice presidential debate between incumbent Vice President Dick Cheney and his democratic challenger, John Edwards.

I encourage you to check out the wide range of activities and events that will be happening in conjunction with this rare opportunity for civic engagement.

<http://www.case.edu/vpdebate/>

Additionally, if you are interested in getting involved in the debate itself, Case is still accepting volunteer applications. Visit the Volunteer website for details, FAQs and the volunteer application.

http://www.case.edu/vpdebate/content/involved_volunteer.htm

THE VOLUNTEER APPLICATION DEADLINE IS FRIDAY, SEPTEMBER 3RD.

Welcome to Case!
Have a Wonderful First Semester!