



OCCIDENTAL COLLEGE

welcome!

New student move-in/orientation	Friday-Wednesday	August 21-26
Transfer and exchange student registration	Monday	August 24
New first-year student registration	Tuesday	August 25
Clearance	Wednesday & Thursday	August 26-27
First day of classes (classes start at 11:45 a.m.)	Wednesday	August 26
Convocation (no morning classes—classes start at 11:45 a.m.)	Wednesday	August 26
Final day to withdraw for a 90% tuition refund	Tuesday	September 1
Last day to add 4-unit classes and independent studies	Friday	September 4
Final day to withdraw for a 80% tuition refund	Wednesday	September 9
Applied music add deadline	Friday	September 11
Final day to withdraw for a 70% tuition refund	Wednesday	September 16
Applied music drop deadline	Friday	September 18
CR/NC forms due (last day of fourth week of semester)	Tuesday	September 22
Final day to withdraw for a 60% tuition refund	Wednesday	September 23
Final day to withdraw for a 50% tuition refund	Wednesday	September 30
Final day to change to part-time status w/ tuition adjustment	Wednesday	September 30
Last day to drop classes without a "W"	Tuesday	October 6
Last day to audit a class	Tuesday	October 6
Withdrawal period begins	Wednesday	October 7
Fall break	Monday & Tuesday	October 12-13
Last day to add 1-and 2-unit classes	Wednesday	October 14
Advising Week	Monday-Friday	November 2-6
Registration Week for Spring 2016	Monday-Friday	November 9-13
Thanksgiving break	Wednesday-Friday	November 25-27
Last day to withdraw from classes	Wednesday	December 2
Incomplete petitions due	Wednesday	December 2
Last day of classes	Wednesday	December 2
Final exams	Monday-Saturday	December 7-12
Residence halls close	Sunday	December 13
Clearance	Tuesday & Wednesday	January 19-20
First day of classes	Tuesday	January 19
Final day to withdraw for a 90% tuition refund	Monday	January 25
Last day to add 4-unit classes and independent studies	Friday	January 29
Final day to withdraw for a 80% tuition refund	Monday	February 1
Applied music add deadline	Friday	February 5
Final day to withdraw for a 70% tuition refund	Monday	February 8
Applied music drop deadline	Friday	February 12
CR/NC forms due (last day of fourth week of semester)	Friday	February 12
Final day to withdraw for a 60% tuition refund	Tuesday	February 16
Final day to withdraw for a 50% tuition refund	Tuesday	February 23
Final day to change to part-time status w/ tuition adjustment	Tuesday	February 23
Last day to drop classes without a "W"	Friday	February 26
Withdrawal period begins	Saturday	February 27
Last day to audit a class	Friday	March 26
Spring Break	Monday-Friday	March 7-11
Last day to add 1-and 2-unit classes	Monday	March 14
Advising Week	Monday-Friday	March 21-25
Registration week for Fall 2016	Monday-Friday	March 28-April 1
Last day to withdraw from classes	Thursday	April 28
Incomplete petitions due	Thursday	April 28
Last day of classes	Thursday	April 28
Final exams	Friday-Saturday	May 2-7
Residence halls close	Sunday	May 8
Non-senior grades due	Monday	May 16

Dear New Oxy Student:

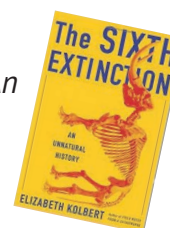
Welcome to Occidental College!
Everyone at Occidental is looking forward to your arrival this fall.

This mailing contains important information about items requiring your attention this summer; please review it in detail. Please note that while many of the new student forms are due by **Wednesday, July 1**, we have given you additional time to complete your advising form (due July 13) and health forms (due August 5). Your timely attention to these forms will allow us to process your matriculation, without which you will be unable to register for classes.



If you are interested in jumpstarting your Oxy experience, we would like to encourage you to participate in an off-campus adventure with OxyEngage, our pre-orientation program. Students who register to participate in OxyEngage should plan to arrive on campus on Monday, August 17; OxyEngage trips will take place August 18-20. Registration opens **Wednesday, June 3**. For more information, visit oxy.edu/oxyengage.

This summer we would like first-year students to read *The Sixth Extinction: An Unnatural History* by Elizabeth Kolbert (2014). It will provide the foundation for a year-long campuswide discussion of sustainability as a goal of human activity, in the U.S. and around the globe, in the past, present and future.



We are delighted that you will be attending Occidental and we look forward to meeting you at Orientation. **New Student Orientation will begin Friday, August 21 at 8 a.m.** We hope your family will also join us for the Family Orientation Program, which runs from Friday, August 21 at 8 a.m. until Sunday, August 23, at 2 p.m.

Between now and your arrival in August, have a great summer and please let us know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Barbara J. Avery".

Barbara J. Avery, Ed.D.
Vice President for Student Affairs and Dean of Students

Hi future Tigers!

We're super excited to welcome you to campus in August! An incredibly enthusiastic group of 60 current students (the O-Team) will be waiting for you, ready to show you how to make the most out of your college experience. Just a friendly reminder that the stuff in this packet is really important, so be sure to submit all of your forms on time. Between now and August, we are happy to answer any questions for you—just send us an email at orientation@oxy.edu.

Go Triumpher!



contents

FIRST THINGS FIRST

Activate Your **@oxy.edu** Email Address
& Student Account

TO-DO CHECKLIST & TIMELINE

LIVING

Residential Education &
Housing Services
Campus Mail
Student ID Cards & Key Card Access
Residential Meal Plans
Think About It
Oxy FYRE
Substance-Free Housing &
College Policies
Cars & Parking
Campus Safety &
Emergency Preparedness

LEARNING

Academic Advising
Registration
Cultural Studies Program
Placement Exams
Enrollment & Clearance

LOGISTICS

Special Note to Transfer Students
Special Notice to Parents:
Federal Privacy Laws
Disability Accommodations
Health Insurance
Charging Your Student Account
Tuition, Room & Board, Fees
How Billing Works
Payment Plans
Financial Aid &
Federal Loan Information

4

5

6

7

7

7

8

8

9

9

9

9

10

11

11

11

12

13

14

15

15

15

15

16

16

16

16

16

17

contact

STUDENT SERVICES

Student Accounts

stuaccts@oxy.edu
(323) 259-2610

Student Loans

stuloans@oxy.edu
(323) 259-2509

Financial Aid

finaid@oxy.edu
(323) 259-2548

Residential Education & Housing Services

resed@oxy.edu
(323) 259-2531

Campus Dining

dining@oxy.edu
(323) 259-2629

Emmons Student Wellness Center

oxywell@oxy.edu
(323) 259-2657

Campus Safety

cconde@oxy.edu
(323) 259-2941

Information Technology Services

helpdesk@oxy.edu
(323) 259-2880

Bookstore

bookstore@oxy.edu
(323) 259-2828

Postal Operations Center

sultzter@oxy.edu
(323) 259-2894

Office of Religious & Spiritual Life

young@oxy.edu
(323) 259-2621

Intercultural Community Center

icc@oxy.edu
(323) 259-2522

Office of Student Life

stulife@oxy.edu
(323) 259-2918

Campus Card Office

cardoffice@oxy.edu
(323) 341-4885

ACADEMIC PROGRAMS

Core Program

John Swift
coreprogram@oxy.edu
(323) 259-2783

Registrar's Office

Victor Egitto
egitto@oxy.edu
(323) 259-2686

PLACEMENT TESTS

Mathematics and Chemistry

Advising Center
advisingcenter@oxy.edu
(323) 259-1341

Languages

Michelle Baca
mbaca@oxy.edu
(323) 259-2843

Music

David Kasunic
kasunic@oxy.edu
(323) 259-2959

ACADEMIC SERVICES

Advising Center

Victor Egitto
egitto@oxy.edu
(323) 259-1341

Dean of Students Office

deanofstudents@oxy.edu
(323) 259-2661

Undergraduate Research Center

urc@oxy.edu
(323) 259-1414



for more info: oxy.edu/new-students

first things first

There are a few things you need to take care of right away.

1 my.oxy.edu



2 oxyconnect.oxy.edu



3 oxy.edu/new-students



1 ACTIVATE YOUR OXY COMPUTER NETWORK (MYOXY) ACCOUNT

All Oxy students receive a computer account to access the College's computer network and various online services, including your email, protected online material and services and computers in the public computing labs on campus.

In order to set up your account, go to my.oxy.edu and log in with the myOxy ID and initial password provided below. After using your initial password, you will be prompted to change your password; you cannot use the initial password again. Once you have changed your password, please set up security questions so that you can reset your password later if needed.

YOUR MYOXY ID & INITIAL PASSWORD ARE:

2 ACTIVATE YOUR OXY EMAIL (OXYCONNECT) ACCOUNT

Once you have activated your myOxy account, direct your browser to oxyconnect.oxy.edu to access your email account; when prompted, type in your myOxy ID as your username and your newly created password. The first time you log in, you'll need to accept Google's terms of service and complete a captcha. Be sure to check your Oxy email regularly, as all official College communication will be sent there.

If you run into any problems, the Technology Helpdesk can be reached at helpdesk@oxy.edu or (323) 259-2880.

3 CHECK OUT THE NEW STUDENT PAGE

As a companion to this packet, you will find links to all of the information and forms you need, as well as further instructions, on the New Student page at oxy.edu/new-students.

Throughout the summer, updated information about New Student and Family Orientation will be shared on this page.

to-do checklist & timeline

ASAP

- ☐ Request final official transcripts from your high school (showing graduation date) or most recent college.
- ☐ Activate Oxy computer account using your myOxy ID and initial password at my.oxy.edu.
- ☐ Activate your Oxy email through OxyConnect (Google Apps for Oxy) at oxyconnect.oxy.edu.
- ☐ Activate authorized users (parents or guardian) on your online student business services account to receive your electronic billing statements at my.oxy.edu, Student Services tab, Student Accounts.
- ☐ Choose your Cultural Studies Program (CSP) seminar preferences. Descriptions of seminars can be found at: oxy.edu/core-program/courses/fall-semester. See page 11 for more instructions on how to register.

JUNE

By June 19

- ☐ Deadline for students enrolling in CSP 1 (Human Rights Diaries), CSP 2 (California Immigration Semester) or CSP 3 (Health & Humanity Colloquium). Registration for all other CSP seminars opens at 8 a.m. PDT on Monday, June 22.
- ☐ OxyEngage Pre-Orientation Program registration forms due; visit oxy.edu/oxyengage and click "Forms" link.

By June 30

- ☐ Deadline for registering for all CSP seminars: 11:59 p.m. PDT.

JULY

By July 1

- ☐ Request for Accommodations form (*online; if applicable*)
- ☐ Religious Information form (*online; optional*)
- ☐ Student Photo Release (*online*)
- ☐ Select your meal plan via myOxy (*online*)
- ☐ Advising Information form (*online*)
- ☐ Master Promissory Note and Truth in Lending Documents for Federal Direct, Perkins and Oxy loans (*if applicable*)
- ☐ Loan entrance interview (*if applicable*)

By July 13

- ☐ Advising Information form (*online*)

By July 24

- ☐ Submit your photo for your ID card (*optional*)

AUGUST

By August 5

- ☐ Health forms
- ☐ Health History (*completed by student*)
- ☐ Financial Responsibility and Permission for Treatment (*signed by student and parent/legal guardian*)
- ☐ Immunization Record (*completed by healthcare professional*)
- ☐ Authorization to Share Health Information
- ☐ Mutual Arbitration Agreement
- ☐ Sports Physical (*completed by healthcare professional for those participating in club sports*)

By August 6

- ☐ Think About It (*online: campusclarity.com/signup*)

By August 17

- ☐ Deadline for online placement exams for chemistry, mathematics, French, Spanish and German.
- ☐ Last day to register for courses that require online placement exam.
- ☐ Deadline for signing up for Oxy student health insurance. If you would like to waive Oxy health insurance, you must complete the online waiver process before this date. The information and instructions for doing so will be sent to all incoming students in June via your Oxy email, which will contain a link to the website with the electronic waiver application process.

By August 27

- ☐ Waiver of FERPA Privacy Rights form (*online*). Go to myOxy, click on the "Academic" tab, then go to your Gateway to complete this form.
- ☐ Complete Clearance at my.oxy.edu—Student Services tab, Clearance channel.



for more info: oxy.edu/new-students

living



The Residential Education and Housing Services staff is working hard to match you with your roommate(s) and within your first-year residence hall community. Housing assignments along with your roommate's name and contact information will be emailed in early August; after receiving this information, we encourage you to get in touch with your roommate(s) to get to know each other and discuss the what-to-bring list.

Please note that, with the exception of OxyEngage participants, **we are unable to provide housing to new students before Friday, August 21**, when residence halls open and Orientation begins.

Residence halls close for winter break on December 20 at 10 a.m., and reopen on January 18 for the start of spring semester.

LAUNDRY AND LINEN

The College does not provide linen or laundry service. Residence Hall Linens offers extra-long linens for purchase. More information regarding this will be mailed to you. Laundry facilities are available in each residence hall. Washers and dryers in all halls use card readers for payment (coins are not accepted).

PACKAGE AND MAILING INFORMATION

If you are shipping items to campus prior to your arrival, send them (prepaid) no earlier than August 10 to:

(Your Name)
Class of 2019
Occidental College
1600 Campus Road, (Box # once assigned)
Los Angeles, CA 90041-3314

Once you have been assigned your campus mailbox number in August, please use that as your campus address.

Questions? Call the Postal Operations Center at (323) 259-2894 or go to oxy.edu/postal-operations.

STUDENT ID CARDS & KEY CARD ACCESS

In addition to building, room and event access, your student ID serves as a debit card for your meal plan, laundry, vending, bookstore and Student Activity Center purchases—just present it each time you make a transaction. While your first ID is free, a charge applies for replacement of damaged or lost cards. Additionally, your ID card is for your use only and may not be used by others.

As all campus residence halls are accessed using your Oxy ID card, you need to obtain your ID card on move-in day. To save time, it is recommended that you submit an ID photo using our Self-Submit Photo (SSP) program beginning Monday, July 6.

If you prefer to have your photo taken on campus and will be in the Los Angeles area, you may visit the Card Office (second floor of the Johnson Student Center, Iron Man Room) to have your photo taken beginning Monday, July 6. **Whether using the SSP program or having the photo taken on campus, each student is issued their official Oxy ID card at Orientation/move-in.**

How to Self-Submit Your ID Card Photo

To utilize the SSP Program, a satisfactory photo needs to be submitted on or before July 24, 2015. When you arrive at Orientation, your card will be pre-programmed with your meal plan, residence hall, etc. and ready for pickup. If you do not participate, you may have to wait up to two hours on move-in day for your student ID. The other advantage of the SSP program is that you get to choose/submit your own image. Remember, this will be your student ID photo for the next four years. Your photo is the image professors, staff and peers see on your card and in Moodle*.

SSP Instructions:

1. Follow this link: moodle.oxy.edu
2. Log into your Moodle using your Oxy credentials (username and password). Then go to "My Courses."
3. Select "Enroll Me," then select "Click Here to Upload your Oxy ID Photo [2015]."
4. Select "Add Submission" to upload photo.
5. Select "Upload File" and choose the picture you would like to submit of yourself that meets the satisfactory ID requirements listed in the program.
6. Under "Save As," type your last name, first name and graduating year: i.e., "doejohn2019."
7. Select "Upload File."
8. Select "Save Changes" and you are done!

* Moodle is accessible through your myOxy portal and is the main hub for all of your classes.

Questions? Contact cardoffice@oxy.edu.



RESIDENTIAL MEAL PLANS

Please select your meal plan via myOxy after **June 1**. Log in and go to the Student Services tab, Student Business Services channel (in the center of the page). Click on “Meal Plan Select Form.”

Please select your plan between June 1 and July 1. If you do not select a plan by July 1, you will automatically be placed on meal plan A, the largest plan.

If you decide to change your plan, you may do so using the same form. Changes will only be reflected on your billing statement once a month, on the date the bill is issued (usually on or about the 10th). Online changes are accepted through Friday, August 28. After that date, changes are accepted for a fee until the deadline of Sept. 11, 2015, at 5 p.m.

Note: Complete information about 2015-2016 meal plans will be available by June 1, 2015. You may wish to visit the Campus Dining website before selecting your meal plan; go to the link at oxy.edu/campus-dining/meal-plans/pick-your-plan. If you have special dietary needs, go to oxy.edu/campus-dining/nutrition.

THINK ABOUT IT

In our commitment to a safe, welcoming and respectful campus environment, Oxy requires all first-year and transfer students to complete *Think About It* before arriving on campus.

Think About It is an interactive, online course that addresses the interconnection between substance abuse, hookup culture and sexual violence.

Students must complete the course by **Thursday, Aug. 6, 2015**. If you fail to complete *Think About It* by the August 6 deadline, you will not be able to pass Clearance, which will prevent you from enrolling in the fall semester.

Accessing the Course

On July 15, 2015, all students will receive an email with information about the course and a link to access it. If you do not receive an email, please access *Think About It* by visiting this website: campusclarity.com. Select “Get Started,” and enter your Oxy email address. Shortly after, a confirmation email with a link to the course will be sent to your Oxy email account. Please set aside approximately 2 1/2 hours to complete the course.

In order to access *Think About It*, you will need a computer with internet capabilities and Flash Player. If you are unable to access a computer with the necessary features prior to the deadline, please contact the **Office of Residential Education & Housing Services** at (323) 259-2531.

OXY FYRE

Oxy FYRE is mandatory for all incoming first-year students, with the purpose of helping new students make a successful transition to Occidental, both academically and personally. The program meets once a week for six weeks, and will educate you about ideas and concepts that are critical to your success in college and beyond. You will register for Oxy FYRE during Orientation.

SUBSTANCE-FREE HOUSING & COLLEGE POLICIES

Community members will find College policies regarding the use of alcohol, drugs and smoking at the Student Handbook website: oxy.edu/student-handbook. Please note: all first-year residence halls are substance-free.

CARS AND PARKING

First-year students are allowed to have a car on campus. Parking on campus is free, but all cars must be registered with the Campus Safety Office, display a valid parking permit and be parked in an appropriately marked space. You will be able to register your car and get your permit upon arrival for Orientation. There is no charge for a parking permit. Visitors must obtain a visitors parking permit; however, permits will not be necessary on the first day of Orientation. For more information, contact Sgt. Conde at (323) 259-2941 or cconde@oxy.edu.

Students are also allowed to rent cars by the hour or day, and borrow bikes. For information about the Zipcar program, go to oxy.edu/emmons-health-center/transportation-campus. For information on Bike Share, go to oxy.edu/asoc/environmental-stewardship/bike-share.

**EMERGENCY PREPAREDNESS**

Occidental is committed to providing a safe, secure and healthy environment for all members and guests of the campus community. While Occidental's park-like setting is a peaceful one, we are ever-mindful of our location in a major metropolitan area.

CAMPUS SAFETY

Occidental's Campus Safety department provides security and emergency response services for the College 24 hours a day, seven days a week, with 11 full-time, unarmed, uniformed officers who patrol the campus on foot, on bicycles and in marked cars. All officers are certified in first aid and CPR.

DISASTER PREPAREDNESS

Occidental has established a standing committee on emergency preparedness to plan and prepare for various emergencies. If a major emergency should occur, Occidental will carry out its Emergency Operations Plan, which details response procedures to a variety of possible scenarios.

EMERGENCY CONTACT

Should you need to contact your student in case of an emergency, please call **Campus Safety** at (323) 259-2599.

CULTURE OF CARE

Occidental's proactive approach to assisting students in distress is called the "culture of care." For more information, please go to oxy.edu/dean-students-office/culture-care.

OTHER STUDENT SERVICES**Intercultural Community Center**

oxy.edu/intercultural-community-center

The Center for Gender Equity

oxy.edu/center-gender-equity

Project Sexual Assault Free Environment (Project SAFE)

oxy.edu/project-safe

Clubs and student organizations

oxy.edu/student-life

Religious and spiritual life on campus

oxy.edu/office-religious-and-spiritual-life



for more info: oxy.edu/new-students

learning



ACADEMIC ADVISING

All first- and second-year students have two resources for advising: an assigned faculty advisor and the Advising Center. Be sure to fill out the Advising Information Form, available via OxyConnect, by July 12. The Advising Center is open all summer to answer any questions you may have. You can make an appointment online at oxy.edu/advising-center or call the center at (323) 259-1341. Appointments can be by phone or in person.

REGISTRATION AT OCCIDENTAL

Summer Limited Registration

If you will be taking any courses in mathematics, chemistry, Spanish, French or German any time while attending Occidental, you must take the appropriate online placement exam(s) during the summer prior to Orientation. Once you have taken the exam you will be able to pre-register into the course you have placed into by contacting the Advising Center (if you want to take the course in the fall 2015 semester). The Advising Center will have your placement results the next day, and can register you into the appropriate class. Limited summer registration closes August 17. You can always change your course schedule (drop/add courses) during Orientation, so take advantage of this priority registration period.

General Registration

The process for registration relies on both the Web and one-to-one communication between students, faculty and administration.

- 1 The registration process starts with advising. All first- and second-year students, prior to declaring a major, meet with an advisor in the Advising Center. This is the time to talk about not only the courses being taken next semester but your entire remaining schedule.
- 2 The next step is to choose classes and register online. At this point you should select a regular load (16 units, 4 units per course) of classes that you want to take next semester, keeping in mind that you need to meet both Core and major requirements.
- 3 The third step is to talk to your advisor or the Advising Center about alternatives to your schedule, if necessary. You can continue to access online registration and revise your schedule through the last day to add classes (the end of the first week of classes).
- 4 Add and drop courses after classes begin.

Registering for Your Cultural Studies Program (CSP) Seminar

All Occidental students must complete a Core program of required courses in order to ensure a broad education in the liberal arts and sciences. For a summary of the Core requirements, go to oxy.edu/core-program/requirements. The first courses in the Core program are your Cultural Studies Program (CSP) seminars, one in the fall semester and another in the spring. These are graduation requirements and cannot be dropped or deferred. **You will register online for your fall CSP seminar in June 2015.**

In fall 2015, we will offer about 30 individual CSP seminars. For individual descriptions, go to oxy.edu/core-program/courses/fall-semester.

In addition to the standard 4-unit CSP courses, we are offering three special team-taught interdisciplinary courses that count for either eight or 16 units of credit. These innovative courses provide an opportunity to explore a subject in greater depth than would be possible in a typical seminar while allowing you to satisfy additional Core requirements. These are:

CSP 1: "Human Rights Diaries: Rethinking the Past, Present and Future" (8 units)

oxy.edu/core-program/courses/csp-1-human-rights-diaries

CSP 2: "California Immigration Semester" (16 units)

oxy.edu/core-program/courses/csp-2-california-immigration-semester

CSP 3: "Health & Humanity Colloquium" (8 units)

oxy.edu/core-program/courses/csp-3-health-humanity-colloquium

Students wishing to take CSP 1, 2 or 3 should follow the instructions at the bottom of each page. Registration for CSP 1, 2 and 3 closes June 19. Students who sign up for CSP 1, 2 or 3 after a course is fully enrolled will be placed on a wait list. Important note: If you are placed on a wait list for CSP 1, 2 or 3, you must enroll in another CSP seminar following the instructions on the next page.



for more info: oxy.edu/new-students



Registration for all other CSP seminars opens online at 8 a.m. PDT on Monday, June 22 and closes at 11:59 p.m. PDT on Tuesday, June 30. Many seminars will fill very quickly and the longer you wait, the lower the odds are that you will get into one of your top choices. To register for your fall semester CSP, please follow the steps below:

- 1 Choose your preferred CSP seminars in advance. Make a list of 8-10 seminars, ranked in order of your preference. Make a note of the 4-digit CRN (Course Reference Number) for each course on your list. The CRN can be found at "Course Counts" at counts.oxy.edu (choose Fall 2015 on the "Semester" menu and Cultural Studies Program on the "Subject" menu); it's the number at the far left of the row for each course, and clicking on it will also give you the course description.

- 2 At 8 a.m. PDT on Monday, June 22, registration will open. Go to my.oxy.edu, enter your username and password, and complete the following steps:

- Go to the **Academic** tab.
- Select **Add or Drop Classes** from the **Registration Tools**.
- Enter the following six-digit PIN when prompted: **201905**.
- Select **2015 Fall Semester** from the **Select a Term** menu and click on Submit.
- Near the bottom of the screen, enter the four-digit CRN for your chosen CSP.
- Click on **Register**.

If the seminar is already full, the system will tell you that it is closed. If this happens, select your next choice until you are registered into a CSP.

There are no wait lists for CSP seminars other than CSP 1, 2 and 3.

When you have successfully registered for your CSP seminar, you will see a screen that says **Current Schedule**. This is your confirmation of the seminar that you selected.

Note: *If a special circumstance prevents you from having internet access on June 22, please contact the Advising Center in advance at (323) 259-1341 to arrange alternate means of registering. If you encounter difficulties while trying to register online, please call the Office of the Registrar at (323) 259-2686.*

Please do not attempt to register for any other classes at this time. If you have questions or problems, please call the Advising Center at (323) 259-1341. Students who do not register for a CSP seminar by the deadline date of June 30 will be placed into a seminar by the director of the Core program.

PLACEMENT EXAMS FOR SELECTED COURSES

While placement exams in mathematics, chemistry, Spanish, French or German are available online over the summer, placement exams for music theory, Japanese, Latin, Arabic, Chinese and Russian will be offered during Orientation. A schedule of placement exams will be included in the Orientation materials you will receive when you arrive in August. See oxy.edu/registrar-office/registration/placement-exams.



for more info: oxy.edu/new-students

enrollment/clearance

Clearance is the online process by which students officially enroll at Occidental each semester. Clearance is required of all students, and must be completed by 5 p.m. on **Friday, August 28**. (A \$100 late clearance fee will be assessed if you miss the deadline.)

Here's how to enroll for fall 2015:

- 1 To access your Clearance form, logon to myOxy (my.oxy.edu), choose the Student Services tab and find the Clearance channel. You will need to have set up your Oxy network account and have your username and password from Information Technology Services (ITS) to access myOxy.
- 2 Check to see if you have any “holds”—that is, matters that must be resolved with individual College departments before you can enroll. (For entering students, these most likely would be Student Accounts, Financial Aid, Residence Life or student health forms.) Holds will be available beginning **August 12**. This gives you 10 business days before Clearance begins to resolve any holds.
- 3 If you have no holds on your Clearance form, skip to No. 5.
- 4 Contact each department listed as a hold on your form to resolve whatever the issue might be. Please allow time for the department to remove the hold once its requirements have been satisfied.
- 5 Once all holds are removed, you can submit your Clearance form beginning **August 26** by clicking the “Enroll Me” button on the form and following the directions. Please note that Clearance forms cannot be submitted until **August 26**.
- 6 **Congratulations!** You have successfully completed Clearance and will be officially enrolled at Occidental. You will receive a confirmation email in your Oxy account after you have successfully submitted your Clearance form. (If you do not receive an email confirmation, you did not complete Clearance.)



OTHER ACADEMIC SERVICES

Academic Commons

oxy.edu/library

Center for Academic Excellence

oxy.edu/center-academic-excellence

Academic Mastery Program

oxy.edu/academic-mastery-program

Scientific Scholars Achievement Program

oxy.edu/ssap

Undergraduate Research Program

oxy.edu/undergraduate-research-center

Campus bookstore

oxy.edu/bookstore

logistics



OXY

Occidental College

SPECIAL NOTE TO TRANSFER STUDENTS

We are excited that you have chosen to come here for the remainder of your college career. While most of the information here applies to both first-year and transfer students, we do want to mention a few points specifically applicable to transfer students.

Transfer students do not need to rank preferences or enroll in a CSP seminar. You also are not required to read Kolbert's *The Sixth Extinction* over the summer (although you're invited to do so).

Although you begin Orientation at the same time as first-years, you will have some specialized sessions during Orientation to discuss transfer of credits and academic advising specific to you. As a transfer student, you will register prior to the first-years. To ensure proper Core assignments and transfer units, please make sure your most complete official transcripts are sent to the Registrar's Office as soon as possible. After this information is reviewed and credited toward your Core requirements, you may wish to make an appointment with the Core Office or Registrar's Office to discuss how to satisfy any additional Core requirements.

As a transfer student, you may have clear ideas about your academic program, and off-campus study can be an important part of that. Planning for program prerequisites and discussing programs with your academic adviser and an International Programs adviser is an essential part of the process. Cross-cultural study proposals are due in early September for spring and late January for fall. The Research Abroad proposal process for the following summer begins in October. International Programs is open all summer to help students with their proposals. Please contact the IPO with any questions at (323) 259-2533 or at ipo@oxy.edu.

SPECIAL NOTICE TO PARENTS: FEDERAL PRIVACY LAWS

The Federal Family Education Rights and Privacy Act (FERPA) prohibits the release of student information to anyone but the student without the student's written permission to do so (this includes parents and guardians). The online FERPA waiver document will allow the staff of Occidental College to discuss information regarding your student account (including billing, delinquency, payment history, refunds and collections) as well as issues handled by the Dean of Students Office (conduct, disabilities, other records) and the Registrar's Office (academic records) with the person(s) the student has designated. The student must log into myOxy, go to the gateway channel and select Online FERPA Authorizations to complete the online form.

California law also prohibits the release of records relating to health and counseling for any student 18 years or older. For more information on health records, contact **Emmons Student Wellness Center** at (323) 259-2657.

DISABILITY ACCOMMODATIONS

Students seeking accommodation for a documented physical, learning, psychological or other disability (including chronic illness) must apply to the Dean of Students office. Please submit the **Request for Accommodations form** (*found online*) to the Dean of Students office with appropriate documentation by July 1. To access the form, please go to oxy.edu/new-students. For more information, call (323) 259-2969.

Documentation may be sent to the following:

**Dean of Students Office, AGC 111
1600 Campus Road
Los Angeles, CA 90041-3314**

Or faxed to:

**(323) 341-4927
Attention: Dean of Students Office**

The Dean of Students office will assist students in making arrangements to be tested by a qualified professional. The cost of the evaluation is the responsibility of the student.

HEALTH INSURANCE

All entering students must complete and return all health forms prior to registration. They will become a part of the student's permanent medical record and will be held in strict confidence at the Emmons Student Wellness Center. **Please complete the forms found online at oxy.edu/new-students and submit online by August 5.** Failure to complete this requirement on time may jeopardize your registration and you will incur late fees. Occidental College requires all students to have adequate health insurance coverage. Students who are covered under their parents' medical insurance may waive the Oxy Student Health Plan. To be qualified to waive, your plan must cover you for full medical primary-care services within Los Angeles County. The waiver will be available July 1 and the deadline to waive is August 17. Information about the Oxy Student Health Plan and instructions for waiving will be sent out in June. Regardless of whether you are purchasing Oxy insurance or have a different health insurance plan, please bring a copy of your health insurance card with you to Oxy, as you will need it to access on- and off-campus health services.

For more information, email oxywell@oxy.edu.

CHARGING TO YOUR STUDENT ACCOUNT

A debit account called Bengal Bucks may be opened for purchasing items in the bookstore or Student Activity Center. This allows you to charge campus purchases to your student account. A Bengal Bucks account must be established and have funds in it prior to use.

Go to the link at oxy.edu/card-office/oxy-debit-accounts to establish your account or to add funds. Any unused funds roll over for use in future semesters.

TUITION, ROOM AND BOARD, FEES

The charges for the 2015-16 academic year are:

	Annual Cost	Cost Per Semester
Tuition	\$48,690	\$24,345
Room*	\$7,936	\$3,968
Board**	\$6,300	\$3,150
Student Body Fee (estimate)	\$288	\$144
Renewable Energy & Sustain Fund	\$20	\$10
Student Health Fee	\$250	\$125
Student Health Insurance <i>(may be waived)</i>	~\$1,800	

ROOM

Oxy offers multiple types of housing. For more information, please contact the Housing Services Office by going to oxy.edu/residential-education-housing-services.

BOARD

For information on campus dining, please go to oxy.edu/campus-dining.

*Room	Annual Cost	Cost Per Semester
Double Room (Standard)	\$7,936	\$3,968
Regular Single	\$10,682	\$5,341
Triple	\$6,606	\$3,303
**Board	Annual Cost	Cost Per Semester
Meal Plan A	\$6,300	\$3,150
Meal Plan B	\$6,010	\$3,005
Meal Plan C	\$5,410	\$2,705

HOW BILLING WORKS

To receive your bills, you must set up your online student business account. Your first billing notice will be emailed to your Oxy email account (and any authorized account user) on July 15. **Once you activate your account, it is your responsibility to add any authorized users to your account prior to July 15 so they too may receive billing notifications.** More than one authorized user can be added to any student account.

To activate your account, go to my.oxy.edu, click on the Student Services tab and click on Student Accounts. Accessing the link will activate your account.

PAYMENT PLANS

The College offers two payment options: the Semester Payment Plan and the Monthly (deferred) Payment Plan. All students are automatically assigned the Semester Payment Plan. If you want to participate in the Monthly Payment Plan, you must sign up through our Ebill website: ebill.oxy.edu. Participation in the payment plan is on a semester basis. You will need to sign up again in the spring if you want to once again be able to pay in installments.

SEMESTER PAYMENT PLAN

Payment of all regular charges is due prior to the beginning of each semester. First semester charges, less financial aid credits, if any, are due no later than **Aug. 3, 2015**. Second semester charges, less financial aid credits, if any, are due no later than **Jan. 2, 2016**.

MONTHLY PAYMENT PLAN

Annual charges may be paid in 10 monthly installments, five each semester. For fall semester, monthly installments are due by the first of the month, August through December. For spring semester, monthly installments are due by the first of the month, January through May. There is a fee of \$50 per semester to participate in the Monthly Payment Plan. In order to have the option of paying in five installments, you must enroll in the plan prior to the first due date: August 3 for fall and January 2 for spring.





FINANCIAL AID

Grants, scholarships and loans are reflected on your billing statements and result in a reduction in the amount you owe. Financial aid credits reflected on your bill are those that have been awarded up to the time the billing statement was generated.

Federal work study awards and Occidental work awards are paid directly to the student as they earn them and are not reflected on the billing statement. Subsequent adjustments to aid will appear on the next billing statement.

For questions regarding Federal Perkins loans, Occidental low-interest or Occidental no-interest loans, please contact **Student Loans** at (323) 259-2509 or stuloans@oxy.edu, or see oxy.edu/student-business-services/student-loans. For questions regarding all other financial aid (including Federal Direct loans and PLUS loans), please contact the **Financial Aid Office** at (323) 259-2548 or finaid@oxy.edu.

For frequently asked questions, go to oxy.edu/student-business-services/ebill/quick-guidefaq.

PAYMENT METHODS

Occidental accepts personal or cashier's checks, cash (if paying in person at the cashier), money orders, ACH (electronic checks), debit cards or electronic funds transfer (EFT/Wire Transfer).

REFUNDS

Refunds on a student account can be made only if the account has an actual credit balance. The refund request form must be submitted by Wednesday at 8 a.m. to receive the refund check by Friday after 1 p.m. Any checks not picked up from the cashier by the close of business one week later will be mailed to the student's campus mailbox or local mailing address. The student account Refund Request form can be found at myOxy under the Student Services tab.

WITHDRAWAL POLICY

Students who withdraw during the semester may be eligible for refunds, depending upon the time of the withdrawal. Students must give written notification to the registrar of their decision to withdraw and complete all withdrawal procedures in order to be eligible for any refunds. For important dates to remember for payments and refunds, go to oxy.edu/student-business-services/important-dates.

TUITION INSURANCE

A serious illness or accident that forces a student to leave Occidental before the semester is completed can be financially costly. To protect against this possibility, Occidental offers an optional tuition insurance through GradGuard.

ONLINE MASTER PROMISSORY NOTES AND TRUTH-IN-LENDING DOCUMENTS FOR PERKINS AND OXY LOANS

If you have been awarded assistance through the federal Perkins loan program, the Occidental no-interest loan program or the Occidental low-interest loan program, borrowers are asked to electronically sign their master promissory note online. You will only sign this promissory note once, and it will apply to all disbursements made to you from this program. In addition, you are required to review truth-in-lending documents. You may complete your forms **after July 1, 2015** by going to oxy.edu/student-business-services/student-loans and logging on to CPS-E-sign. *(Please note that you will need to disable your pop-up blocker to gain access to this site.)*

ONLINE LOAN ENTRANCE INTERVIEWS

Before taking out a student loan, it is important to understand the basic principles of borrowing, including all of the borrower rights and responsibilities. Federal law requires that borrowers complete loan counseling before obtaining the federal Perkins loan. At Occidental, this counseling is conducted online so that borrowers can fully focus on the important aspects of funding their education with a student loan. Borrowers may complete their mandatory entrance counseling **after July 1, 2015** by going to oxy.edu/student-business-services/student-loans, logging on to Financial Counselor, and choosing either the Entrance Interview or Exit Interview link. You will need your Social Security number and your date of birth to login.



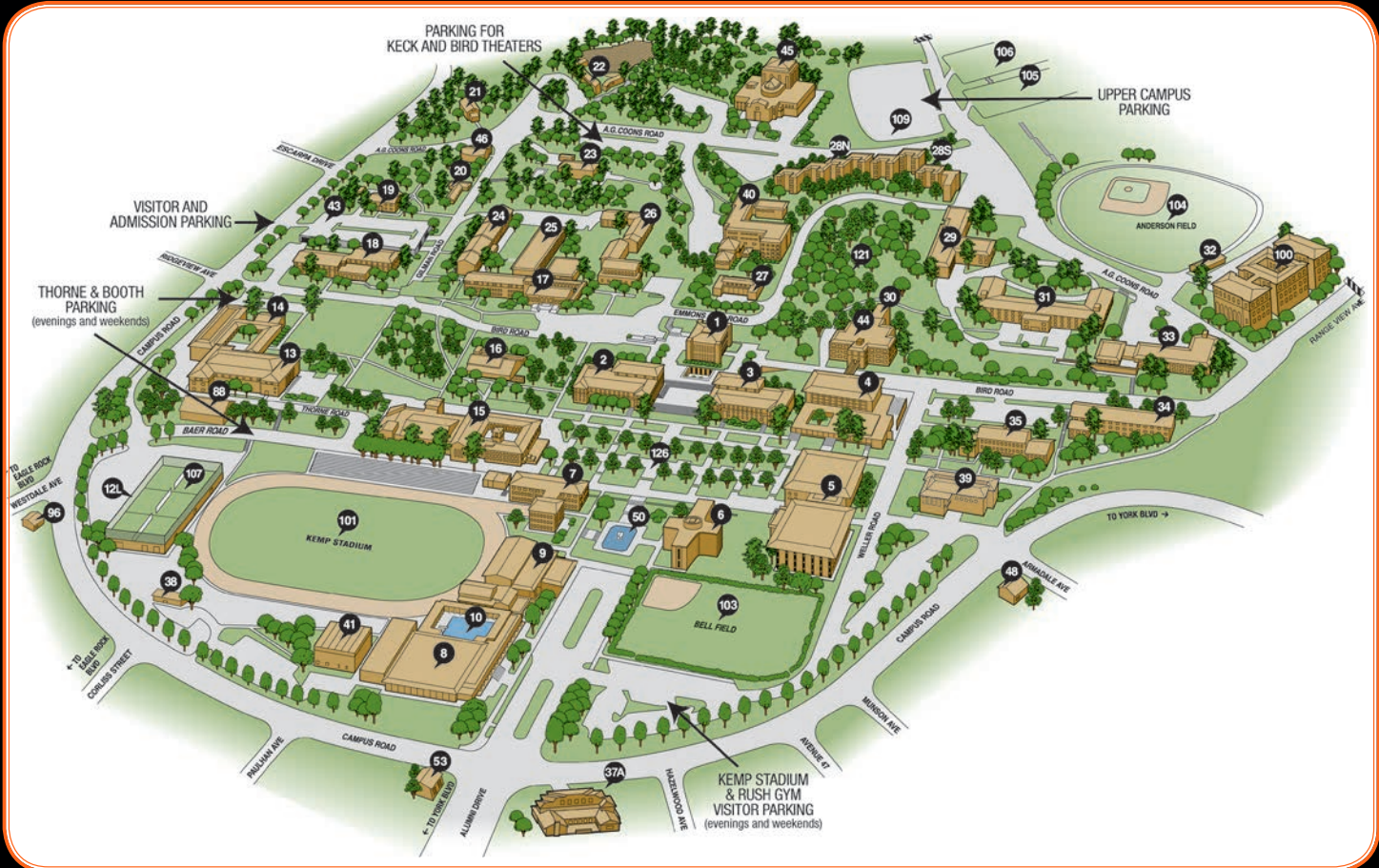
for more info: oxy.edu/new-students

OCCIDENTAL COLLEGE

Office of Student Life

1600 Campus Road • Los Angeles, CA 90041-3314

323-259-2918 • orientation@oxy.edu • oxy.edu



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|---|--|--|
| 5 Academic Commons/Clapp Library | 41 Culley Athletic Facility | 33 Pauley Hall |
| 19 Admission Office (Collins House) | 27 Emmons Student Wellness Center | 38 Psychology Laboratory |
| 104 Anderson Field | 24 Erdman Hall | 15 Rose Hills Foundation Student Activities Center |
| 23 Annenberg President's House (1852 Campus Road) | 3 Fowler Hall | 8 Rush Gymnasium |
| 1 Arthur G. Coons Administrative Center | 50 Gilman Fountain | 37A Samuelson Alumni Center |
| 9 Athletics/Alumni Gym Fitness Center | 26 Haines Hall | 16 Samuelson Campus Pavilion/Tiger Cooler |
| 103 Bell Field | 39 Hameetman Science Center | 105-106 Soccer Fields (lower and upper) |
| 34 Bell-Young Hall | 6 Herrick Memorial Chapel and Interfaith Center | 32 Spencer Field House |
| 100 Berkus Hall | 48 Intercultural Community Center (1501 Campus Road) | 40 Stearns Hall |
| 53 Berkus House (1601 Campus Road) | 15 Johnson Student Center and Freeman College Union | 31 Stewart-Cleland Hall |
| 44 Bioscience Building | 45 Keck Theater | 7 Swan Hall/Dumke Commons |
| 22 Bird Hillside Theater/Treehouse Building | 101 Kemp Stadium/Patterson Field/Henry Track | 121 Sycamore Glen |
| 14 Booth Music and Speech Center | 2 McKinnon Center for Global Affairs at Johnson Hall | 10 Taylor Pool/Field Building |
| 29 Braun Hall | 107 McKinnon Tennis Center (North - Upper Level) | 13 Thorne Hall |
| 12L Campus Safety/Facilities Management (Lower Level) | 30 Moore Laboratory of Zoology | 96 Upward Bound (1737 Campus Road) |
| 31 Center for Gender Equity (Stewart-Cleland Hall Lower Lounge) | 46 Mullin Family Studio and Art Gallery | 21 Urban and Environmental Policy Institute (1882 Campus Road) |
| 88 Central Chiller Plant | 18 Newcomb Hall | 17 Weingart Center for the Liberal Arts |
| 126 Central Quadrangle | 28 Norris Hall, North & South | 35 Wylie Hall |
| 25 Chilcott Hall | 4 Norris Hall of Chemistry (Mosher Lecture Hall) | |
| 20 Child Development Center (1824 Campus Road) | 43, 109 Parking Lots | |
| 2 The Choi Auditorium/McKinnon Center | | |
| 13 Community Literacy Center (Thorne 9 - at rear) | | |