

May 16, 2008

Dear Transfer Student:

Greetings from Rice University! This is a very exciting time of year for us, as we learn who will be joining us in the fall, and it is shaping up to be a truly wonderful class. This August, you will be joining a community of the most talented young men and women from around the world, in what I am sure you will find to be a thrilling intellectual and social adventure.

This is the first of several communications you will receive over the next few weeks from Rice. We are busily preparing for Orientation Week (O-Week) which will begin with move in on **Sunday, August 17, 2008**. After move in, your parents are invited to join us for a program on Sunday. More information regarding New Families' Orientation is included in this packet. Please note that all families should depart campus no later than 6:00 p.m.

Vital information for new students can be found on the constantly updated Orientation Website: <http://oweeek.rice.edu>. We strongly encourage you to look through the entire website and become familiar with its drop-down menus. In particular, please review the online **New Student Resource Guide**, which contains valuable information about campus departments and services.

The Orientation website also contains many college related forms that must be completed and submitted. The College Information Form and the Academic Advising Questionnaire should be submitted by **Friday, June 6, 2008**. The Roommate Information Form and the Newcomer's Guide Form should be submitted by **Friday, June 13, 2008**. Please complete all forms online. Hard copies of some of the forms are included in the event that you do not have access to a computer or are unable to complete the forms online. It is not necessary to complete both the online forms and hard copies. All forms are available online by accessing ESTHER (see below for information about ESTHER), in the *Undergraduates* section under the "Communications" subheading on the Orientation website which includes the following:

- **College Information Form** – This form will assist us in making residential college assignments. We will also make note of requests for on-campus housing.
- **Roommate Information Sheet** – The information on this form will help us get to know you better. The second part, marked "Confidential," will be used by the Student O-Week Coordinators to assign roommates. We take the process of roommate matching very seriously, so it is very important that you complete this form candidly. *The "Confidential" form will only be used for roommate assignments.*
- **Academic Information Questionnaire** – This form will provide information about your academic interests to your academic advisors.
- **Newcomer's Guide Form** – This form will assure your inclusion in the *Newcomers' Guide*, a directory of new students that you will receive when you arrive. We also ask that you include two photographs: one for your residential college and one for the *Newcomers' Guide*.

On-campus Living:

Although we cannot guarantee on campus housing for transfer students, we will attempt to house as many transfer students as possible. However, this is contingent upon the number of incoming freshman who decide to withdraw their acceptance.

All incoming students will be notified of their residential college assignments during the first week of July. Transfer students requesting on campus housing are placed on a wait list within their assigned college. Significant movement (withdrawals) usually occurs from mid July-mid August. As slots become available, housing is assigned to students in the following order: disabled, international, out of state, and local students.

The **Health Data Form** is also required of all incoming students and is due to Rice by **July 1, 2008**. This form can be found at: <http://www.rice.edu/health/hdf.html>.

All entering students are also required to take the **Composition Exam** prior to on-campus arrival. The exam is given twice online during the summer: **May 28 – June 4 and July 7 – 14**. *This exam is mandatory, so be sure to add these dates to your summer schedule.* The registration deadline for the first round is **May 30** and **July 6** for the second round. Be sure to check out the Orientation website for more information, as well as the Composition Exam website: <http://www.rice.edu/compexam>.

The online **Language Placement Exam** is required for students who already have knowledge of a foreign language and are interested in pursuing its study at Rice. On-line language placement tests in French, German, Italian, Japanese, Portuguese, and Spanish will be offered beginning August 1, while a paper test in Arabic will be offered during O-Week. To take online tests or read information about other languages, please contact the faculty listed on the placement tests website:

<http://www.ruf.rice.edu/~lrc/placement.html>.

As part of the 2008 matriculating class, you are also asked to participate in a **Common Reading Experience** with your classmates. This common experience is designed to stimulate conversations across the Rice intellectual community and introduce new students to the critical inquiry, scholarship, and civility you will learn to practice here at Rice. This year's selection is *Three Cups of Tea: One Man's Mission to Promote Peace...One School at a Time* by Greg Mortenson and David Oliver Relin. The book is included in this packet of information and reading should be completed by the start of O-Week. More information about the common reading experience is available on the Orientation website: <http://oweeek.rice.edu>.

This packet also contains other valuable information, including:

- **New Student Checklist** – a list of deadlines, future mailings, and contact information in case you have questions. Please use this checklist as a guide for the remainder of the summer.
- **ESTHER Login and Rice Email Setup Letter** – You will need the information contained in this document to setup and access Rice University's web-based student system (ESTHER) and your Rice email account.
- **Rice Counseling Center and Disability Support Services Brochures** – The residential colleges vary in accessibility features, so please let us know as soon as possible if you have physical or medical needs that will impact your living here on campus. Requests for special housing accommodations should be directed to Disability Support Services at (713) 348-5841 by **June 16, 2008**.
- **CIRP Survey** – You will receive an email regarding the new student CIRP survey, with the subject heading **Rice University New Student Survey Invitation**. You are strongly encouraged to complete this survey by August 1.
- **Urban Immersion Brochure** – This brochure highlights *free* pre-orientation programs that focuses on service opportunities in Houston. The sessions will be held July 19 - 24, 2008 and July 26 - 31, 2008. If you are interested in participating, please register by 5 pm, Friday, June 6, 2008.
- **Marching Owl Band Brochure** – This brochure provides information about how to get involved in the Marching Owl Band at Rice.
- **2008 Off-Campus Housing Guide**
- **"Joys of Off-Campus Living" Brochure**

College assignments will be determined around the first week of July. ***Notification of assignments will be made by each residential college on July 7, 2008 via first-class mail.*** Questions regarding assignments should be directed to Yesenia Montoya, Division Coordinator, in the Office of the Dean of Undergraduates, at (713) 348-4997. All new students will move in on **Sunday, August 17, 2008** between 9:30 – 11:30 a.m., or as directed by your residential college. If you have any questions about Rice or housing throughout the summer, please feel free contact the Student Director of Orientation, Megan Hermance at oweeek@rice.edu. Once you have your college assignment, you may also contact your college's Orientation Coordinators for more information.

I hope you have a relaxing summer, and look forward to greeting you in August.

Sincerely,



Robin Forman
Dean of Undergraduates

RF/kn
Cc: College Masters

Enclosures

MATRICULATING CLASS OF 2008: NEW STUDENT CHECKLIST

Please find an electronic version of this checklist the O-Week website: <http://oweeek.rice.edu>

APRIL

28 FINANCIAL AID PACKETS MAILED

Send questions to [Student Financial Services](#) at fina@rice.edu or call 713-348-4958.

MAY

2 CONFIRMATION LETTERS E-MAILED

Send questions to [Admission Office](#) at admi@rice.edu or call 713-348-7423.

28 REGISTRATION OPENS: [COMPOSITION EXAM](#): ROUND ONE

Send questions to the [English Composition Exam Department](#) at engcomp@rice.edu or call 713-348-4932.

28 DUE TO RICE: ESTHER LOG-IN

Please log onto [Esther](#) to submit your log-in.

Send questions to the [Office of the Dean of Undergraduates](#) at ugdean@rice.edu or call 713-348-4997.

28 DUE TO RICE: EMAIL ACCOUNT SET-UP

Please log onto apply.rice.edu to set-up your e-mail account.

Send questions to [Information Technology](#) at helpdesk@rice.edu or call 713-348-4357.

JUNE

6 DUE TO RICE: COLLEGE INFORMATION FORM

Please log onto [Esther](#) to submit this form.

Send questions to the Office of the [Dean of Undergraduates](#) at

ugdean@rice.edu or call 713-348-4997.

6

DUE TO RICE: ADVISING QUESTIONNAIRE

Please log onto [Esther](#) to submit this form.

Send questions to [Academic Advising](#) at aadv@rice.edu or call 713-348-4060.

6

DEADLINE TO APPLY FOR [URBAN IMMERSION](#)

Send questions to the [Community Involvement Center](#) at service@rice.edu or call 713-348-4970.

13

DUE TO RICE: Request to WITHHOLD/RELEASE DIRECTORY INFORMATION

Please log onto [Esther](#) to submit this form.

Send questions to the Office of the [Registrar](#) at registrar@rice.edu or call 713-348-4999.

13

DUE TO RICE: ROOMMATE INFORMATION SHEET

Please log onto [Esther](#) to submit this form.

Send questions to Student Director of Orientation at owee@rice.edu or call 713-348-2813.

13

DUE TO RICE: CONFIDENTIAL ROOMMATE INFORMATION SHEET

Please log onto [Esther](#) to submit this form.

Send questions to Student Director of Orientation at owee@rice.edu or call 713-348-2813.

13

DUE TO RICE: [NEWCOMER'S GUIDE FORM](#)

Please log onto [Esther](#) to submit this form and photo.

Send questions to Student Director of Orientation at owee@rice.edu or call 713-348-2813.

13 ***DUE TO RICE: METRO Q-card***
Please log onto [Esther](#) to submit your photo.
Send questions to [Passport to Houston](#) at passport@rice.edu or call 713-348-3994.

16 ***DUE TO RICE: [PARENT INFORMATION FORM](#)***
Please log onto [Esther](#) to submit this form.
Send questions to the Office of the [Dean of Undergraduates](#) at ugdean@rice.edu or call 713-348-4997.

16 ***DUE TO RICE: [SPECIAL HOUSING ACCOMMODATION REQUESTS](#)***
Send questions to [Disability Support Services](#) at adarice@rice.edu or call 713-348-5841.

16 ***DUE TO RICE: EMERGENCY CONTACT INFORMATION***
Please log onto [Esther](#) to submit this form.
Send questions to the Office of the [Dean of Undergraduates](#) at ugdean@rice.edu or call 713-348-4997.

JULY

1 ***DUE TO RICE: [HEALTH DATA FORM](#)***
YOU CANNOT REGISTER FOR CLASSES WITHOUT COMPLETING THIS FORM
If you will be under 18 when entering Rice, please also fill out the underage consent form.
Send questions to [Health Services](#) at hlsv@rice.edu or call 713-348-4966.

7 ***REGISTRATION OPENS: [COMPOSITION EXAM](#): ROUND TWO***
Send questions to the [English Composition Exam Department](#) at

engcomp@rice.edu or call 713-348-4932.

7 COLLEGE ASSIGNMENTS MAILED

Send questions to Student Director of Orientation at oweeek@rice.edu or call 713-348-2813.

15 DEADLINE TO REGISTER: MARCHING OWL BAND (MOB)

Send questions to mob@rice.edu or call 713-348-2346.

15 DEADLINE TO REGISTER: Residence Hall Linens (optional)

Contact OCM at <https://www.rhl.org/ric> or 1-800-957-4338.

15 CHASE BANK ACCOUNT INFORMATION MAILED

Send questions to the Cashier's Office at cashier@rice.edu or call 713-348-4946.

18 COLLEGE O-WEEK BOOKS MAILED

Send questions to O-Week Coordinators.

AUGUST

1 FAMILIES' PACKETS MAILED

Send questions to the Student Director of Orientation at oweeek@rice.edu or call 713-348-2813.

1 FAMILIES WEEKEND INVITATIONS MAILED

Send questions to Alumni Affairs and University Events at harding@rice.edu or call 713-348-6094 or 1800-742-3258.

1 DUE TO RICE: HOUSING LEASE

Please log onto Esther to submit this form.

Send questions to [Housing and Dining](#) at ckbuyer@rice.edu or call 713-348-6295.

1 ***DUE TO RICE: TUITION AND FEES PAYMENT***

Please log onto [Esther](#) to make your payment.

Send questions to the [Cashier's Office](#) at cashier@rice.edu or call 713-348-4946.

1 ***DUE TO RICE: CIRP SURVEY***

Please check your email for information regarding the new student CIRP survey. Email subject heading will be **Rice University New Student Survey Invitation**

Send questions to the Office of the [Dean of Undergraduates](#) at ugdean@rice.edu or call 713-348-4997.

1 ***DEADLINE TO REGISTER FOR PARKING***

Please log onto [Esther](#) to submit your registration.

Send questions to the [Parking Office](#) at parking@rice.edu or call 713-348-7275.

1-25 ***AVAILABLE: ONLINE LANGUAGE PLACEMENT TESTS***

Send questions to the Center for the Study of Languages at csadmin@rice.edu or call 713-348-5844.

17 **MOVE-IN DAY! ORIENTATION BEGINS**

25 **CLASSES BEGIN**