

New Student Information Guide

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If you do not have a computer on campus, you will find Rutgers computer lab locations on page 17 of this guide.

How do I know which courses to take?

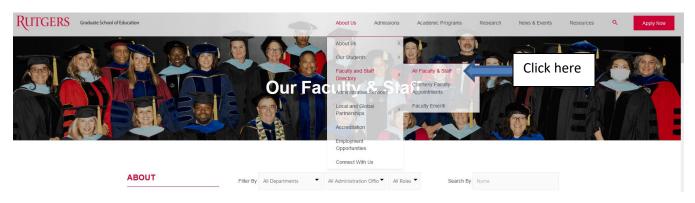
All students should consult with their advisor regarding course requirements. Students can review
program requirements by looking up their program at: https://gse.rutgers.edu/academic-programs

How do I know who my advisor is?

 Your advisor is listed on the Certificate of Admission letter you received as an attachment in an email from Graduate and Professional Admissions. If you did not receive an email from Graduate Admissions, you can request one by emailing grad help@gradadm.rutgers.edu

Where can I find my advisor's contact information?

Go to: https://gse.rutgers.edu/faculty/



I'm having trouble finding/contacting my advisor, what should I do?

• Contact your Office of Student and Academic Services representative (listed in the email the link to this guide came with), or email OSAS at: academic.services@gse.rutgers.edu.

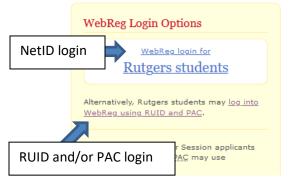
How do I register for courses?

- Go to: https://sims.rutgers.edu/webreg/
- You can register by logging in with your NetID, RUID, or PAC

RUTGERS Web Regi

Web Registration System

Rutgers students are required under <u>Policy 10.3.14</u> to be vaccinated against COVID-19 unless they have received an approved medical or religious exemption. Students must upload their vaccination documentation on the <u>Rutgers Student Immunization portal</u> prior to registration.



Did you know you have access to helpful <u>how-to videos</u> for using systems like Degree Navigator, WebReg, the course scheduling tool, and much more?

Hours of Operation

Monday-Sunday 12:00 AM - 1:59 AM, 6:00 AM - 11:59 PM

Registration schedules for: Camden, Newark and New Brunswick

WebReg Support

For all questions regarding course and schedule information, please contact the appropriate Help Desk: Camden Help Desk, Newark Help Desk, New Brunswick/Piscataway Help Desk.

Course Schedule Planner (CSP)

- If you do not have a NetID, register for your first class(es) using your RUID or PAC.
- Select the appropriate semester and use the Course Lookup and Manage Registration tabs to register.
- If the course you wish to register for requires a special permission number, it will list a point of contact
 where you can get a number. If it doesn't list a point of contact, contact your department administrator
 or the Office of Student and Academic Services for more information.

Am I required to be vaccinated against COVID-19 before registering?

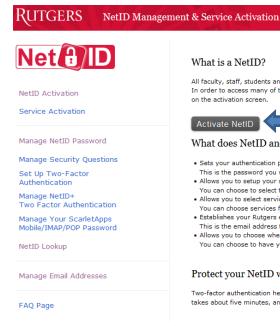
- Please see https://coronavirus.rutgers.edu/ for details on how to submit your vaccination documentation, and how to apply for an exemption if you think you qualify for one.
- If you are enrolled in one of the following three programs, you do <u>not</u> need to provide vaccination documentation:
 - o Adult & Continuing Education Online Ed.M. program
 - Language Education Online Ed.M. program
 - o Learning, Cognition, & Development Online Ed.M. program
- Students in ANY OTHER GSE program must provide vaccination documentation in order to register for classes. The above three programs have both online and on-campus/hybrid versions – you must be admitted to the online Ed.M. program in order to be exempt from providing vaccination documentation.

What other vaccinations are required?

• Please see http://health.rutgers.edu/medical-counseling-services/medical/immunization-requirements-allergy-shots/ for a list of required and recommended vaccinations.

How do I get a NetID?

- Go to: https://netid.rutgers.edu/index.htm
- Click on "NetID Activation."



What is a NetID?

All faculty, staff, students and guests are assigned a Rutgers unique identifier known as a NetID, comprised of initials and a unique number (e.g. igs23). In order to access many of the electronic services available to you at Rutgers, you need to activate your Rutgers NetID. Your assigned NetID will appear on the activation screen.



- Sets your authentication password
- This is the password you will use for most electronic services.
- You can choose to select three questions and answers that will help you reset your password.

NetID & Service Activation

- You can choose services for which you are eligible, including ScarletApps (Google for Rutgers), or locally provided email and website services.
- Establishes your Rutgers email address
- This is the email address to which Rutgers University will send official communications and notices.

 Allows you to choose where you would like your official Rutgers email delivered
- You can choose to have your Rutgers email address forwarded to a different account, or you can choose to use a Rutgers provided email service.

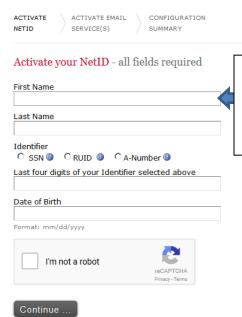
Protect your NetID with two-factor authentication

Two-factor authentication helps protect your account by adding an extra layer of security beyond your password. Setting up two-factor authentication takes about five minutes, and it will significantly improve the security of your NetID. Sign up now for two-factor authentication.

RUTGERS

NetID/Password Activation

All faculty, staff, guests and students are assigned a Rutgers unique identifier known as a NetID, comprised of initials and a unique number (e.g. jqs23). Before activating your NetID, please verify your identity.

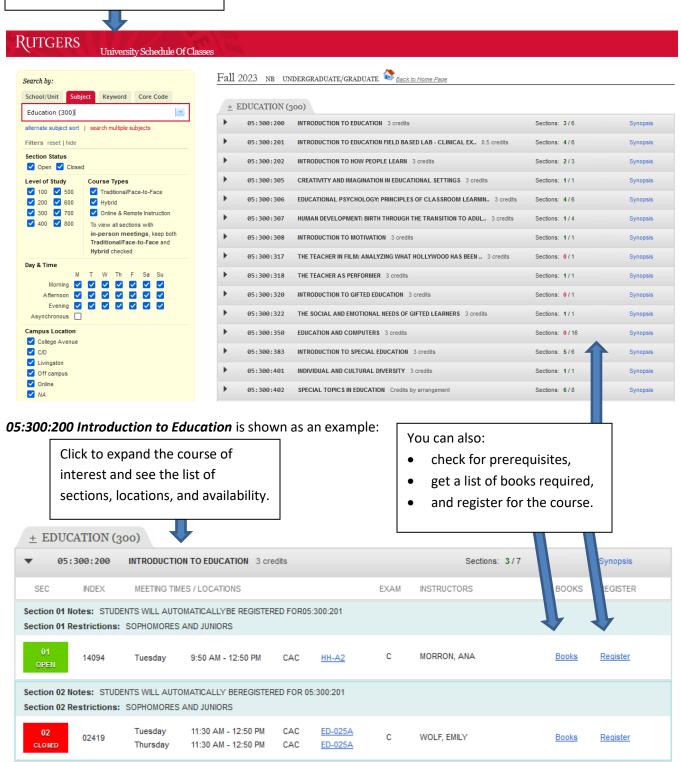


Fill out the online form with the appropriate information, then click 'Continue.' Follow the instructions until finished.

I want to plan for next semester, how do I view available courses?

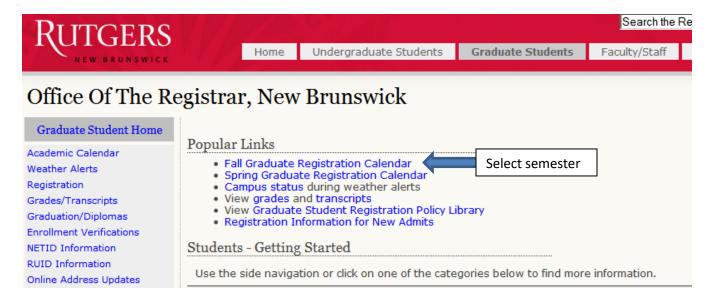
Go to: http://sis.rutgers.edu/soc/ to view all offered courses.

You can use a keyword to search. For example, "education".



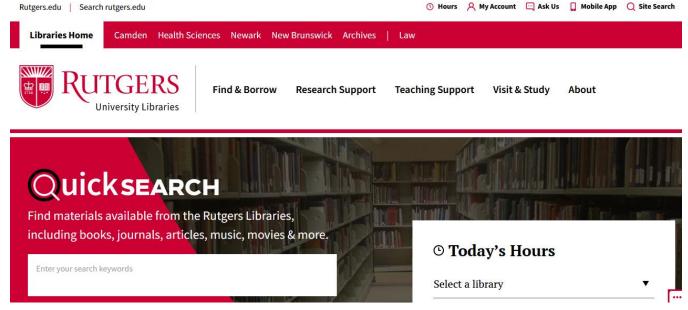
Where can I find the registration deadlines/schedules and the academic calendar for the start/end of semester, holidays, and exams?

- Rutgers Academic Calendar: https://scheduling.rutgers.edu/scheduling/academic-calendar
- Please note: the GSE Graduate course schedule does not follow the Reading Days and Exam Week schedule shown on the New Brunswick Registrar academic calendar. The GSE Graduate academic calendar is 15 weeks.
- Graduate Registration Calendar: https://nbregistrar.rutgers.edu/grad/index.htm



Where can I study and/or research on campus?

Rutgers Libraries: http://www.libraries.rutgers.edu/

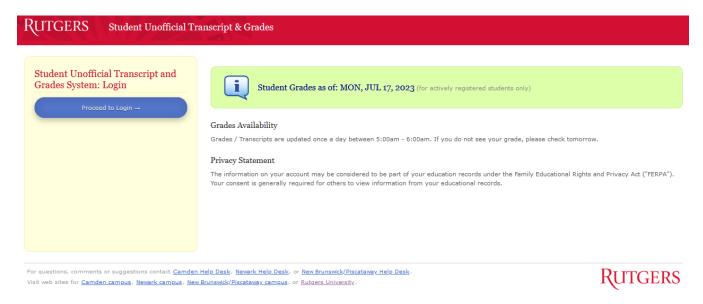


How do I know if courses are cancelled due to inclement weather?

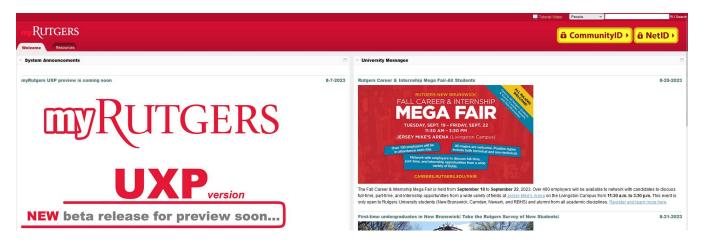
• Go to: http://newbrunswick.rutgers.edu/about/operating-status

How do I view my grades?

- Go to: https://sis.rutgers.edu/tags/
- Login with your NetID and password.



You can also access your grades, schedule, and more at https://my.rutgers.edu



Where can I order a copy of my official Rutgers transcripts or request enrollment verification?

• Go to: https://transcripts.rutgers.edu/transcripts/index.html

How do I apply for licensure?

- Upon completion of your program, the GSE will process your licensure nomination through the New Jersey Department of Education.
- Please reach out to Ken Tufo at ken.tufo@gse.rutgers.edu for more information.

How do I grant access (to my parents, etc.) to my private information?

• To give consent for parents, guardians, and third parties to access your private information, go here: https://success.rutgers.edu/resource/myguest-dashboard

How do I pay my term bill?

- Term bills MUST be paid online.
- To find detailed information and instructions go to: http://studentabc.rutgers.edu/student-account

Is financial aid available?

- Usually. For more information go to: https://scarlethub.rutgers.edu/financial-services/
- NOTE: For most financial aid and loans, graduate students are typically expected to be enrolled at least "half time" 4.5 credits or more. Be sure to consult with Financial Aid and/or your loaning institution for rules regarding this policy.
- Non-degree students interested in financial aid should contact Marie Pavelchak at marie.pavelchak@gse.rutgers.edu.

How do I proceed if I am a Tuition Waiver student?

• Contact the New Brunswick Registrar: http://nbregistrar.rutgers.edu

Does the GSE offer scholarships and fellowships?

- Degree-seeking students are eligible; please take a look at the information provided at the following link: http://gse.rutgers.edu/academic-programs/fellowships-assistantship-and-scholarships
- Non-degree students are not eligible for GSE scholarships and fellowships.

How do I find the location of specific University buildings?

• Go to: https://maps.rutgers.edu/

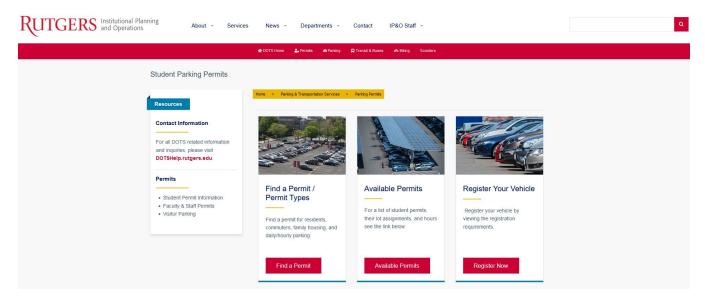
Where do I find a bus/shuttle?

• Go to: https://ipo.rutgers.edu/dots/buses-shuttle



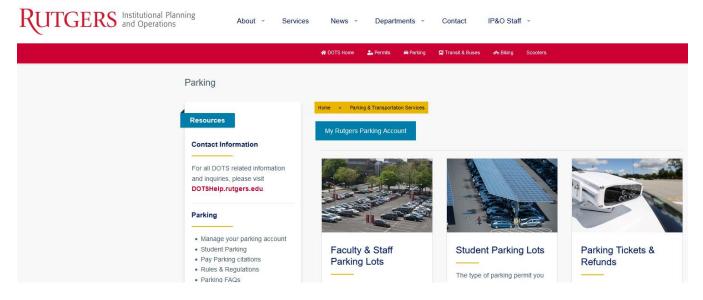
How do I obtain a parking pass?

Go to: https://ipo.rutgers.edu/dots/permits/students



Where does my parking pass permit me to park on campus?

Go to: https://ipo.rutgers.edu/dots/parking



• If you are unsure which lots correspond to your permit call 848-932-7744 and ask an RU Transportation official.

Is there public transportation near campus?

• For more information visit: https://ipo.rutgers.edu/dots/transit-buses

How do I get a student ID card?

- ID cards can ONLY be obtained IN PERSON at any RU Connection office.
- For more information go to: https://ipo.rutgers.edu/publicsafety/iam/student-id

How do I get a Rutgers email account?

- It is assigned automatically when you receive your NetID.
- For more information go to: https://netid.rutgers.edu/

Where can I get something to eat or just relax while on campus?

The GSE offers a comfortable study lounge in the main lobby of our building.

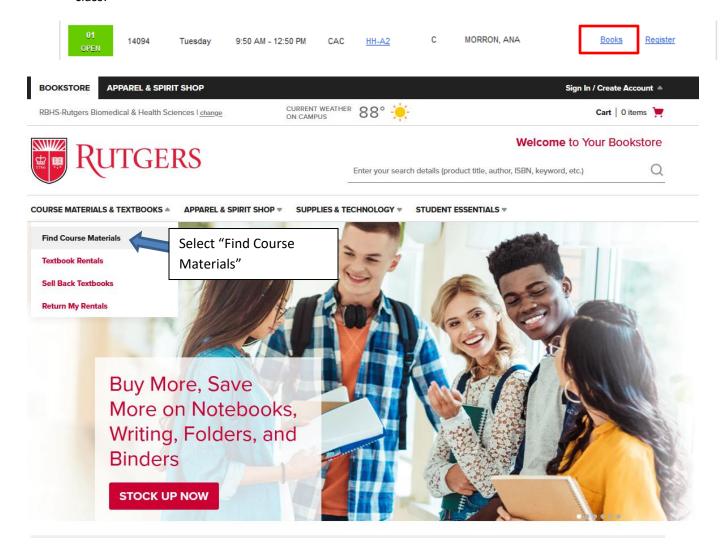
- For dining hall locations and other options, go to: http://food.rutgers.edu/
- To find the student centers, go to: http://getinvolved.rutgers.edu/centers/

Where do I find meal plan information?

Go to: http://food.rutgers.edu/new-brunswick/

Where are Rutgers University Bookstores? Can I buy my books online?

- See information at: https://rutgers.bncollege.com/shop/rutgers/home
- Also, when registering for a class there will be a link that will take you to the books required for that class:



What if it says "course materials selection pending"?

Contact the course instructor

Where are the gyms/recreation centers?

• Go to http://recreation.rutgers.edu





Are there GSE student organizations?

• Student Affairs Committee: https://gse.rutgers.edu/gsac

Is there a graduate student organization at Rutgers?

Check out the Graduate Student Association at http://gsa.rutgers.edu/



Is there an office of Veterans Services at Rutgers?

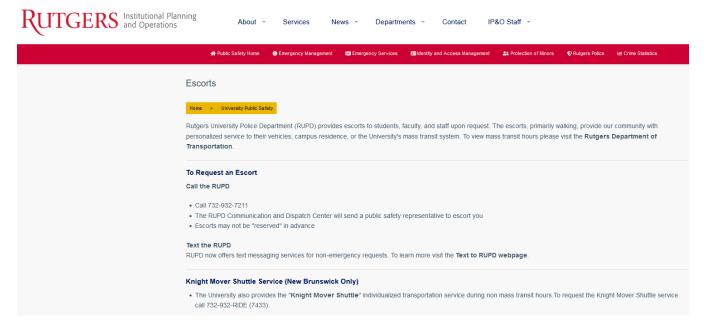
Check out Veterans Services at http://veterans.rutgers.edu/

Are there campus activities available for graduate students?

- Visit the Rutgers Student Life website at http://getinvolved.rutgers.edu/
- For intramural and club sports visit: https://newbrunswick.rutgers.edu/athletics/athletics
- Arts and cultural information can be found at http://newbrunswick.rutgers.edu/campus-life/arts-culture
- Recreation classes can be searched for at http://recreation.rutgers.edu/
- Explore the on-campus and off-campus attractions that Rutgers offers http://newbrunswick.rutgers.edu/visit/visit-rutgers
- For other graduate opportunities visit http://newbrunswick.rutgers.edu/research/graduate-research

What do I do if I am uncomfortable walking around at night alone?

• Go to https://ipo.rutgers.edu/publicsafety/escorts for campus escort information.



What do I do if I have a concern about someone or something?

• Go to http://health.rutgers.edu/do-something-to-help/ to report your concern.

Where is the university police station located?

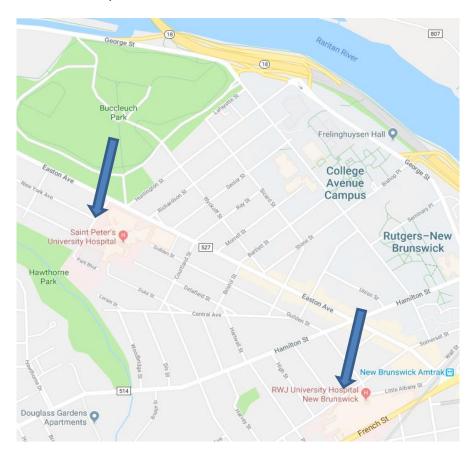
 Rutgers Police Department, Public Safety Building, 55 Commercial Avenue, New Brunswick, NJ 08901, http://publicsafety.rutgers.edu/rupd/

Where are the health clinics/university doctor's offices located?

• Go to http://rhsmedical.rutgers.edu/locations

Where are the local hospitals located?

- St. Peter's University Hospital: 254 Easton Ave, New Brunswick
- Robert Wood Johnson Hospital: 1 Robert Wood Johnson Place, New Brunswick



Where can I find information about counseling services?

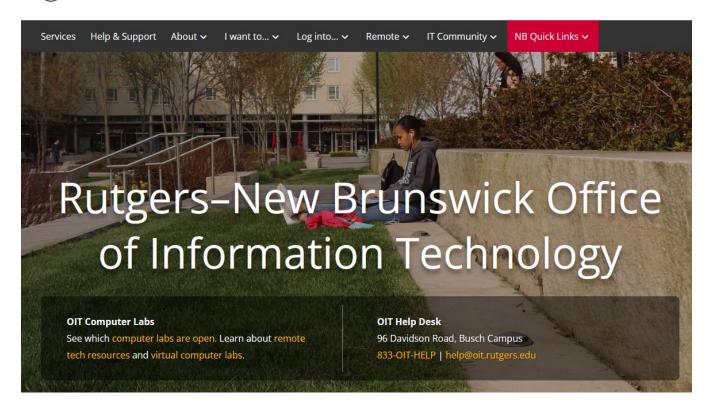
• Go to http://health.rutgers.edu/medical-counseling-services/counseling/

Where are the computer labs?

Go to https://oit-nb.rutgers.edu/







Where do I log in to CANVAS?

Go to https://canvas.rutgers.edu

Where do I log in to Sakai? (NOTE: as of 2021 all course sites were moved to CANVAS)

• Go to https://sakai.rutgers.edu

Are the GSE policies online?

• Yes, go to http://catalogs.rutgers.edu/generated/gse_current/pg25.html

Other important sites:

Rutgers University Code of Student Conduct

http://studentconduct.rutgers.edu/student-conduct-processes/university-code-of-student-conduct/

Graduate School of Education:

http://gse.rutgers.edu/

Ed.M. programs

https://gse.rutgers.edu/ed-m-programs/

Ed.D. programs

https://gse.rutgers.edu/ed-d-program/

Ed.D. Student Handbook

https://gse.rutgers.edu/wp-content/uploads/2023/05/EDD-Doctorate-Handbook_2023-2024-1.pdf

Ph.D. programs

https://gse.rutgers.edu/ph-d-programs/

Ph.D. Student Handbook

https://gse.rutgers.edu/wp-content/uploads/2022/07/2022-2023-Ph.D.-in-Education-Program-Handbook UPDATED-May-2021.pdf

Office of Student and Academic Services:

https://gse.rutgers.edu/about/administrative-services/office-of-student-and-academic-services/

Rutgers University:

http://www.rutgers.edu/

Rutgers Current Student Information:

http://newbrunswick.rutgers.edu/information/information-current-students