

What's Next?

Important to-dos for all new students

This timeline is designed to help you prepare for your start at Chatham this fall. Please carefully review this packet. Completing all necessary forms and familiarizing yourself with this information is a sure step toward your success at Chatham University.

Welcome to Chatham, and we look forward to seeing you in August!

WHEN ACCEPTED

- **Pay your tuition deposit of \$150** at chatham.edu/deposit.
- Sign up to attend a **New Student Registration Day** at chatham.edu/undergrad-events. Earlier registration provides premium housing choices and best selection of courses! At a New Student Registration Day, you will register for classes, learn how to set up your student ID, set up your Chatham e-mail account, and meet members of the Chatham community.
- **Complete the Free Application for Federal Student Aid (FAFSA)** at www.fafsa.ed.gov and list Chatham's school code: 003244, by May 1. Reminder that a completed FAFSA is required in order to receive an official Chatham financial aid package and to determine your eligibility for need-based aid, work study, and federal loans.
- **Reserve your place in on-campus housing** at my.chatham.edu > My Tools > Student Housing. A \$150 housing reservation fee (paid at this same site) is required to reserve your place and fill out the housing application. **Note:** *you must be a deposited student in order to complete the housing application.*
- **Application for Commuter Student Status:** Chatham University has a two-year residency requirement that requires students to reside in on-campus housing their first two years at Chatham. Exceptions to this policy can be found at chatham.edu/student-experience > Housing & Dining > Undergraduate Housing. Students who wish to commute and not live-on campus must complete the Application for Commuter Student Status. Applications can be found at my.chatham.edu > Services & Departments > Residence Life. Once approved, commuter students are able to apply for a parking pass through my.chatham.edu.

- Aid will receive notification regarding your acceptance and/or denial of the financial aid you were awarded.
- Students should complete federal loan documents, Promissory Note and Entrance Counseling at www.studentaid.gov by July 1.
- R.I.S.E.: Retain. Involve. Strengthen. Excel. is a retreat and community-building experience for students of color transitioning to Chatham. Learn more and register at chatham.edu/student-experience > Diversity, Equity & Inclusion.
- If you haven't already done so, sign up to attend a **New Student Registration Day** at chatham.edu/undergrad-events.

MAY

- **Housing Application & Reservation Fee Priority Consideration Deadline:** Housing applications are accepted on a rolling basis, however housing is only guaranteed for students who apply by June 1. Students who apply by the May 1 priority consideration deadline will be notified of their housing assignment by mid-June.

Students applying between May 2-June 1 will receive housing information by mid-July. Students who apply after June 1 are not guaranteed housing and will be placed based on availability. Students will be notified directly about their status.

The housing application can be found at my.chatham.edu > My Tools > Student Housing.

MAY 1

- **Deadline to fill out your FAFSA** at www.fafsa.ed.gov. For PA residents, please also fill out a PHEAA application at pheaa.org.
- **National tuition deposit deadline**
- **Housing & Dining Medical Accommodation Request Deadline:** Students who would like to submit a medical accommodation request related to student housing or their meal plan are encouraged to do so by May 1. For instructions and application information, visit my.chatham.edu > Services & Departments > Residence Life

APRIL

- Log into your electronic award letter on eaward.chatham.edu and accept the offered financial aid. The Office of Financial

MAY 15

- **Living Learning Community (LLC) Application Deadline:** If you are interested in being considered for one of our Living Learning Communities, complete the LLC section of your housing application by today. Learn more about LLCs at my.chatham.edu > MyTools > Student Housing.
- **Roommate Request Deadline:** If you would like to request a specific roommate, all roommate requests are due today. Roommate request must be mutual, meaning a request must be sent and accepted through the online housing application. Chatham attempts to honor all roommate requests, but roommate requests are not guaranteed and dependent upon space availability. Visit my.chatham.edu > MyTools > Student Housing.
- If you haven't already done so, sign up to attend a **New Student Registration Day** at chatham.edu/undergrad-events.

JUNE

- The Office of Admission needs to receive the following information to complete your file:
 - Final official transcripts from your high school and all colleges attended.
 - Advanced Placement (AP) test scores, if applicable
 - Dual enrollment/Post-Secondary Education Option (PSEO) college transcripts, if applicable.
 - International Baccalaureate Diploma/Certificate, if applicable.
- Notify your admission counselor and the Office of Financial Aid of any additional outside scholarships you receive. You'll want to make sure that you have funds sent to the Office of Financial Aid to credit your account before tuition bills are sent out.
- Tuition statements mailed by mid-June to all registered students.
- Ensure that your appointments are scheduled to meet with your physician to complete your medical forms via Med+Proctor at medproctor.com.

Health/Immunization Record Information

You are required to submit health information and immunization record information **by August 1, 2022**, through a secure web-based software platform called Med+Proctor, which will become part of your health record in the Office of Student Health Services.

You will be receiving an e-mail to your **Chatham University e-mail** account from Med+Proctor shortly after you deposit prompting you to set-up your account, where you will complete and upload the required health and immunization record information, which will need to be verified by your doctor's office. Please be sure to check your Chatham e-mail account regularly (including the clutter and junk folders) for this e-mail. If you DON'T receive an invitation from MedProctor, go to medproctor.com/student-help and click the Login/Register link.

JUNE 1

- **Guaranteed Housing Application Deadline:** Students who apply after this date will be placed on a space available basis or on the housing waitlist.

MID-JUNE

- Housing announcements will be released for students who submitted their housing application before May 1.

JULY

- Families can begin their payment planning with the Office of Student Accounts. 10-month and 8-month plans are offered.
- Begin to research book purchasing options for fall classes. If you know your course schedule, you can find required textbooks at bkstr.com/chathamstore.
- **Submit information for your student ID card** at chatham.edu/orientation. You will receive your ID when you come to campus for orientation. For more information, contact OSA@chatham.edu.
- Deposited students who are registered for fall 2022 classes can **begin enrolling in Student Health Insurance coverage** after July 1, 2022 on my.chatham.edu.
- **Meal Plans:** be sure to register for your meal plan. On-campus residents will select a plan when they complete the online housing application. Commuter students will be sent an e-mail in August with the option to sign up for a meal plan.

Meal Plan (2022-23)	Cost per term
Chatham Platinum	\$3,465
Chatham Gold	\$2,730
Chatham Silver	\$2,100
Chatham Bronze	\$1,575
Rachel Build Your Own 1	\$350
Rachel Build Your Own 2	\$550
Rachel Build Your Own 3	\$715
Rachel Build Your Own 4	\$915
Rachel Build Your Own 5	\$1,080
Rachel Build Your Own 6	\$1,280

All first-year residential students are required to purchase a Chatham meal plan. Upperclass students living on upper campus, must purchase one of the "Chatham" meal plans. Upperclass students living in a Chatham-owned apartments must purchase one of the "Rachel" meal plans at a minimum. Commuter students may also purchase meal plans. Meal plans begin with breakfast on Friday, August 26. **For more details on the meal plan options, visit chatham.edu > Student Experience.**

JULY 1

- Complete Master Promissory Notes and Entrance Counseling by today at www.studentaid.gov.
- Complete the Verification process with Financial Aid if required by today and submit tax information.

BY MID-JULY

- Housing announcements will be released for students who submitted their housing application between May 2-June 1.

JULY 15

- **10-month payment plans: First tuition payment is due today.** Five monthly installments beginning on July 15 for the fall term and December 15 for the spring term.

▶ AUGUST

- Start exploring **campus employment opportunities** on Handshake at chatham.joinhandshake.com/login. Use your Chatham username and password to set up your account, click on Jobs, and apply the On Campus filter. **Students with a Federal Work Study (FWS) Award** may begin applying for on-campus employment on August 1. **Students not receiving work study** may begin applying for on-campus employment on September 15.
- **Register for New Student Orientation** at chatham.edu/orientation. Contact the Office of Student Affairs at osa@chatham.edu with questions.

AUGUST 1

- **Health/immunization records due today** via Med+Proctor. You received an invitation to complete this paperwork through your Chatham e-mail shortly after you deposited.

AUGUST 12

- **Alcohol.edu and Sexual Assault Prevention modules must be completed by today.** Instructions were sent to your Chatham e-mail in late July from EVERFI.

AlcoholEdu and Sexual Assault Prevention AlcoholEdu and Sexual Assault Prevention are mandatory online programs that must be completed prior to Orientation.

AlcoholEdu is a nationally recognized program and 36% of all first year students at America's four year institutions participate. AlcoholEdu is designed for all students—whether you are a frequent drinker or a non-drinker. This educational tool will help prepare you for college life and will provide the University with important data on alcohol behaviors which can help Chatham gain grants and offer better program opportunities for students.

With data from the National Institute of Justice showing that one in five college women (and one in 16 men) will experience some form of non-consensual sexual activity by graduation, the widespread impact of sexual violence on students presents an urgent and pressing challenge for our nation's campuses. **Sexual Assault Prevention** addresses the critical issues of sexual assault, relationship violence, and stalking, which impact countless college students across the country.

- **8-month payment plans: First tuition payment is due today.** Four monthly installments beginning on August 15 for the fall term and December 15 for the spring term.
- **Application for Commuter Status must be completed** by today if you plan to commute to campus. Visit my.chatham.edu > Services and Departments > Student Engagement

▶ MOVE-IN

Specific information about exact move-in times will be provided by early July. New students will receive a specific move-in time slot via e-mail and be limited to two (2) guests to help them. Returning students will sign-up for a time slot and be limited to two (2) guests for assistance.

- New International Students

More information will be shared over the summer
New incoming international students move in and begin International Student Orientation.

- New & Transfer Student Move-In

Wednesday, August 24

Incoming first-year and transfer students move into their residence hall or apartment and begin New and Transfer Student Orientation. A move-in time will be sent assigned to you prior to your arrival. Fall student athletes may move in prior to this date and will be notified accordingly.

- Returning Students

Saturday, August 27

Returning students move in.

▶ NEW AND TRANSFER STUDENT ORIENTATION

Wednesday, August 24 through Sunday, August 28
Additional information will be sent over the summer.

Required for all new and transfer students. Save these dates!



FOLLOW THE OFFICE OF STUDENTS AFFAIRS ON INSTAGRAM!

@chathamstudentaffairs

The account will be posting about everything from Chatham events to Chatham news, and even feature some giveaways! It's a great way to stay connected to Chatham over the summer.

We are looking forward to seeing you in August!

Save the Date for New and Transfer Student Orientation: August 24-28

Watch for additional information this summer.

Download the ChathamU mobile app

Visit your app store and search "Chatham U" to find and download the Chatham U app. The app's homepage is the Events Calendar listing upcoming activities, or you can get there by clicking the little schoolhouse icon.

Click "attend" to add events to your personal calendar.

Contact the Office of Student Engagement to learn more about opportunities to get involved on campus in student organizations, activities, community service, leadership opportunities, and more.

StudentEngagement@chatham.edu
412-365-2990

Chatham Activities Board's main focus is creating a lively and collaborative programming atmosphere on campus with specific focus on late night and weekend events. Check us out on Instagram for upcoming events and fun giveaways!

[@ChathamActivitiesBoard](https://www.instagram.com/ChathamActivitiesBoard)

STUDENT LAPTOPS

Through the Chatham One-to-One Program, the University provides all incoming full-time undergraduate first-year students and full-time undergraduate transfer students a laptop computer, the Microsoft Office Professional suite of applications online through Microsoft Office 365, 4-year manufacturer's warranty, 4-year Accidental Damage Protection, and a Chatham University logoed backpack. Ownership of the computer, accessories, and backpack are transferred to the student upon graduation.

Computers are distributed during New and Transfer Student Orientation.

For additional information on the ITS department, technology resources at Chatham, and the Chatham One-to-One Program, please visit blogs.chatham.edu/its/tag/students/.

OPPORTUNITIES TO GET INVOLVED

- **Join a club or organization:** Throughout orientation you will be able to meet up and learn about clubs and activities at Chatham. You can also check out the ChathamU Mobile App for more information.
- Think about Leadership Opportunities!
 - **Chatham Undergraduate Student Government (CSG)** elections for Class of 2026: Look for information the first week of classes
 - Be on the lookout over the summer for information regarding the **Emerging Leaders Retreat**, which occurs during the first few weeks of classes and is designed specifically for first-year and sophomore students.
- Join the **Welcome Aboard Mentorship Program**, which matches new students with a Chatham alumna/us or a local professional who will share their experience, offer support, and provide guidance. Learn more/apply at my.chatham.edu > Departments > Career Development.

CONTACT INFORMATION

Office of Enrollment Management	412-365-1825	undergraduate@chatham.edu
Office of Student Affairs	412-365-1286	osa@chatham.edu
Counseling Center	412-365-1282	counselingcenter@chatham.edu
Health Services	412-365-1714	healthservices@chatham.edu
New & Transfer Student Orientation	412-365-1281	osa@chatham.edu
Residence Life	412-365-1518	reslife@chatham.edu
Student Engagement	412-365-2990	studentengagement@chatham.edu
Academic & Accessibility Resources	412-365-1523	oaar@chatham.edu
Athletics	412-365-1625	athletics@chatham.edu
Career Development	412-365-1209	careers@chatham.edu
Dining Services	412-365-1506	parkhurst@chatham.edu
Diversity, Equity & Inclusion	412-365-2499	odei@chatham.edu
Information Technology Services	412-365-1112	helpdesk@chatham.edu
International Affairs	412-365-1388	internationalaffairs@chatham.edu
Public Safety	412-365-1230	CUPD@chatham.edu
Student Employment	412-365-2762	studentemployment@chatham.edu
Student Services Center	412-365-2797	
Financial Aid	412-365-2781	financialaid@chatham.edu
Registrar	412-365-2963	registrar@chatham.edu
Student Accounts	412-365-2719	studentaccounts@chatham.edu