



Welcome to The Bluff!

Welcome Class of 2023! The fall semester is almost here, and very soon you will be leaving home to start your college education.

To help you transition well to life on The Bluff, the Shepard Academic Resource Center will communicate with you on a regular basis to ensure you have all the information you need to be successful.

This newsletter is designed to inform you about UP and about how to make the most of your first year in college. In future newsletters, we will be telling you information about the school, academic updates and ways to get involved on campus.

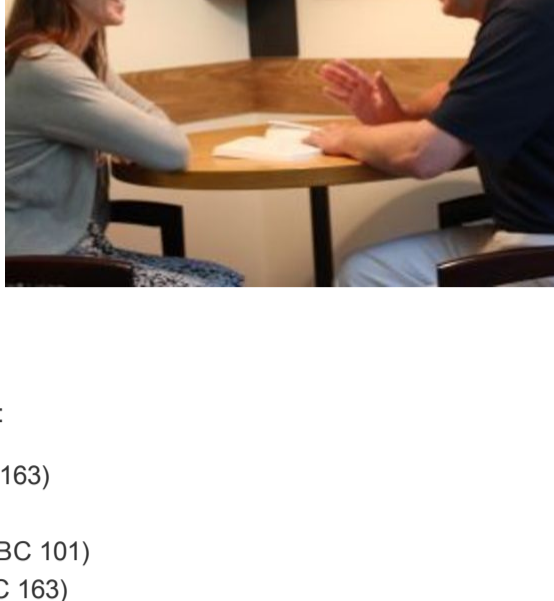
Who are we?

The Shepard Academic Resource Center (aka the SARC) is a place to go with your questions, concerns and troubles. We are located in Buckley Center 101 and 163.

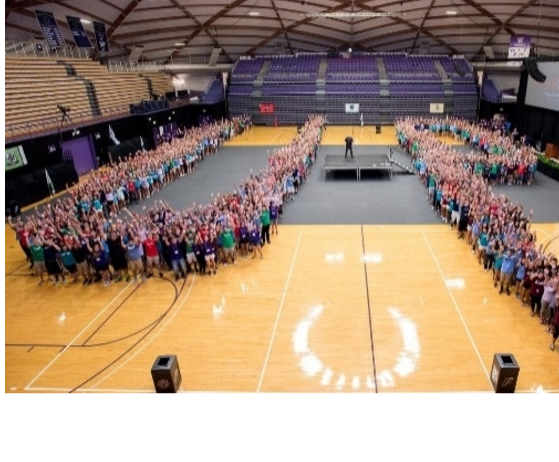
Our mission is to join students in their learning process through outreach, mentoring, coaching and modeling. We nurture and challenge students to develop and practice learning strategies and self-advocacy skills, access the UP culture and resources, and realize their unique potential.

Our services include, but are not limited to:

- [Accessible Education Services](#) (BC163)
- [First Year Programs](#) (BC101)
- [First Generation Student Services](#) (BC 101)
- [Learning Assistance Counseling](#) (BC 163)
- [Learning Commons](#) (BC 163)



We are open 12 months a year, Monday through Friday from 9am to 5pm. Please take a look at the [New Student Hub](#) of information which may have answers to many of your questions



Orientation Weekend – Save the Date

Orientation begins Thursday, August 22, 2019. Orientation is a very special time because we welcome you into our community and assist you in making the smoothest transition possible. To learn more about Orientation weekend, please go to the [Orientation Website](#). There, you can find a tentative schedule and information on pre-orientation programs.

Registration Information

Your schedule is currently being built by a Program Counselor in your school or college. Schedules are subject to change and not considered finalized until August 1st.

If you have questions about your schedule or would like to see if a change is possible, please contact your school directly using the contact information below.

- College of Arts and Sciences
 - cas@up.edu
 - 503-943-7221
- Business
 - cullenm@up.edu
 - 503-943-7224
- Nursing
 - majorse@up.edu
 - 503-943-7211
- Education
 - popoff@up.edu
 - 503-943-8124
- Engineering
 - merittj@up.edu
 - 503-943-7180

The [New Student Registration website](#) has information about the registration process for incoming students. It includes information on:

- How to view your schedule
- Information on majors and minors
- Pre-health programs such as pre-med and many more
- Credit for AP, IB and transfer courses

If you are considering changing your major, you can email [Admissions](#) using your UP email address. For more information on this, you can see this website: [Changing or Declaring Your Major](#)

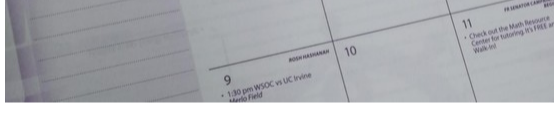
Transitions to College and Independence

Coming to school and living on your own is a big transition, and the Shepard Center is here to be a support to you as you navigate this change. Below is a list of some of the things that you will need to know how to do on your own when you come to college. We recommend using this list over the summer to practice getting used to doing these things for yourselves.

- Communicate with University staff and ask for help!
- Do your own laundry
- Manage personal finances
- Made medical appointments and refill prescriptions
- Manage your time and responsibilities
- Being independent from parents

Please review the variety of [To-Do Lists for New Students](#).

First Year Planner - Our Welcome Gift



First Year Programs, part of the Shepard Academic Resource Center, provides every first year student with their own welcome gift – a UP-branded and event-filled planner. The Pilot Planner is a highly effective tool for new UP students to help you stay organized and on top of all of the things that happen in an academic year!

Contents include the academic calendar, important academic dates, UP events geared toward first year students, academic skill information, office directory, and so much more. Take a peek at part of the [2018-2019 planner](#) to get an idea for what you'll be receiving.

All students will be given their own 2019-2020 Pilot Planner at Orientation.

Learning about FERPA

One of the first transitions students and their parents experience begins now. You may be used to needing your parents' approval to do things or your parents being able to 'do things for you' such as call and take care of paperwork, change classes, ask about your student account, etc. As the college student, you are now the person the University has as the primary relationship. While your parents may still be a part of your life and your academic future, this means that if there is paperwork to do, things to complete on-line, or if you want to make changes to your schedule, you as the student are the one to do the changing or making the call.

The [Family Educational Rights and Privacy Act](#) (FERPA) is a federal law that protects the privacy of student educational records. This means that schools generally must have written permission from students for parents to inspect or review academic records or for faculty and administrators to discuss a student's progress with parents.

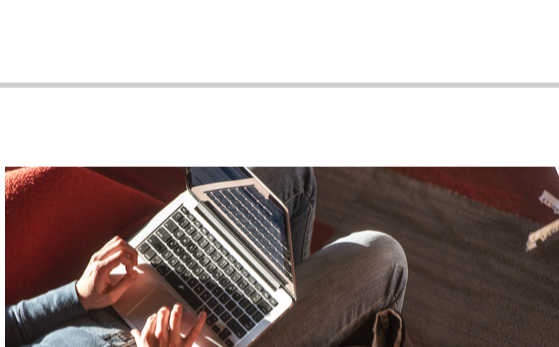
Students can use the [Parent Proxy application](#) to authorize a parent or other individual (Proxy) to view certain portions of their UP Self Service student information. Students will have the option of sharing information such as student account invoices, tax information, payment options, financial aid award and summary information, unofficial transcripts, class schedules, and contact information with their designated Proxy(s).

Becoming a Pilot Pre-Orientation Requirement

Becoming a Pilot is an online activity where you will see stories from current and former students from a variety of colleges about their experiences coming to college. After hearing from those students about their college transition, you will get to share your thoughts and feelings about coming to the Bluff.



You will receive an email on July 15th with specific directions on how to complete this 30-minute activity.



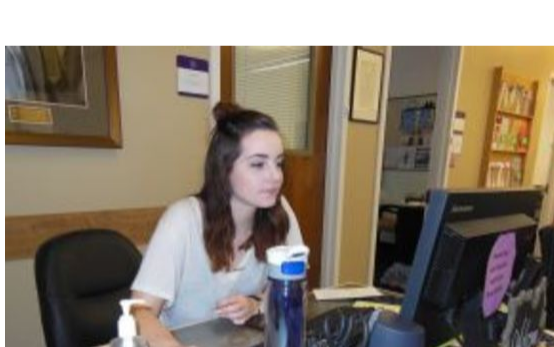
Online Trainings

All incoming first-year students are required to complete two courses leading into the fall semester. The courses, AlcoholEdu for College and Sexual Assault Prevention for Undergraduates, will be sent to your UP email in July. These mandatory courses will help you understand our community standards, make well-informed decisions, and know what to do if you or someone you care

about needs support or resources.

Jobs on Campus

As of August 1, available positions for fall will be listed online on the University's [Student Employment Job Board](#). Students interested in working for UP should attend one of the student employment sessions held during Orientation weekend. You can see the Orientation schedule for specific times.



Before a new student employee can work on campus, identification must be presented to the financial aid office in order to complete the I-9 Form and W-4 Form. The student must bring two acceptable pieces of identification which include:

A valid driver's license or University ID card AND a U.S. passport OR an original Social Security card OR an original birth certificate.

If you are planning on working on campus at any time while you are a student at UP, you might consider bringing these documents during Orientation weekend to complete the I-9 and W-4 forms. If you have questions regarding student employment, please email studentemployment@up.edu.



Technology questions?

You may have questions about technology at UP. Please take a look at the information from our [Technology Help Desk](#).

The links below can help answer major specific questions.

- [Engineering Technology Policy](#)
- [Nursing Technology Policy](#)

Contact us!

If you have any questions, comments, or concerns about your upcoming transition to college, feel free to email us at sarc@up.edu or give us a call at (503) 943-7895. We're here to help!



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