First Time Students Move in: August 8th
Transfer/Graduate Move In: August 13th
Undergraduate Freshmen Check In:
Wednesday, August 9th - Friday, August 11th
Transfer & Graduate Check In:
Monday, August 14th
Mandatory Orientation:
Monday, August 14th – Friday, August 18th

INDIANA UNIVERSITY–PURDUE UNIVERSITY FORT WAYNE
Office of International Education (OIE)
Walb Union Room 145
2101 E. Coliseum Blvd.
Fort Wayne, IN 46805
Tel. 260-481-6034
Fax: 260-481-6674
Email: iss@ipfw.edu
www.ipfw.edu/international
follow us: @ipfoie or @ipfwinternational
WELCOME NEW MASTODONS!

On behalf of IPFW and the Fort Wayne community, we welcome you to campus. During International Student and New Student Orientation, our emphasis will be focused on welcoming you to campus, providing you with vital resources, and ensuring that you are prepared to begin classes. We will work to create a solid foundation for your success here at IPFW. Please use the Office of International Education as a first resource for any questions or concerns you might have during your time here on campus. We look forward to helping you be a successful student.

Sincerely,

The Office of International Education Staff
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# FALL 2017 ORIENTATION STAFF

## STUDENT LEADERS

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<thead>
<tr>
<th>Name</th>
<th>Class Standing</th>
<th>Major</th>
<th>Home Country</th>
<th>Email</th>
<th>Languages</th>
</tr>
</thead>
<tbody>
<tr>
<td>HELENA CARVALHO SCHMIDT</td>
<td>Senior</td>
<td>Communication and English</td>
<td>Brazil</td>
<td><a href="mailto:carvh01@students.ipfw.edu">carvh01@students.ipfw.edu</a></td>
<td>Portuguese and Spanish</td>
</tr>
<tr>
<td>NOEL WEIBEL</td>
<td>Senior</td>
<td>Human Services</td>
<td>United States</td>
<td><a href="mailto:weibnc01@students.ipfw.edu">weibnc01@students.ipfw.edu</a></td>
<td>German</td>
</tr>
<tr>
<td>JABER ALMEGBAH</td>
<td>Senior</td>
<td>Electrical Engineering</td>
<td>Saudi Arabia</td>
<td><a href="mailto:almejs01@ipfw.edu">almejs01@ipfw.edu</a></td>
<td>Arabic</td>
</tr>
<tr>
<td>TRANG DAO</td>
<td>Junior</td>
<td>Accounting and Finance</td>
<td>Vietnam</td>
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<td>Vietnamese</td>
</tr>
<tr>
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<td>Bangladesh</td>
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<td>Bangla</td>
</tr>
<tr>
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<td>USA</td>
<td><a href="mailto:yanemm01@students.ipfw.edu">yanemm01@students.ipfw.edu</a></td>
<td>Spanish</td>
</tr>
<tr>
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<td>China</td>
<td><a href="mailto:zhanc02@students.ipfw.edu">zhanc02@students.ipfw.edu</a></td>
<td>Chinese</td>
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</tbody>
</table>
# OFFICE OF INTERNATIONAL EDUCATION STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BRIAN MYLREA</strong></td>
<td>Director admissions, immigration, scholarships, advising, I-20, DS2019, H-1B</td>
<td><a href="mailto:iss@ipfw.edu">iss@ipfw.edu</a></td>
</tr>
<tr>
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</tr>
<tr>
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</tr>
</tbody>
</table>
**Wednesday, August 9th**

**Undergraduate Check-In Day 1**

**First priority:** Placement test and academic appointments – ask in Walb 145 for your already scheduled appointments. If you miss an activity on Wednesday or Thursday, you’ll have a chance to complete another day.

- **9am – 3pm CHECK IN**
  - **Location:** Office of International Education Walb 145
- **9:00am** Breakfast
  - **Location:** International Ballroom, Walb Union
- **Various times: 10 am – 5:45 pm:** Check with OIE for your assigned placement test time.
  - **Location:** Testing Services, Kettler Hall 232 – Orientation assistant will take you there as a group
- **10:00am** Campus Tour
- **11:00am** myIPFW session
  - **Location:** Neff B39 & B41, computer lab
    - Leave from Walb at 10:45 or end of campus tour
- **12:00n** Lunch
  - **Location:** International Ballroom, Walb Union
- **12:30** Welcome to International Student Orientation & Overview of schedule
- **1:00 pm:** Student Panel – How to deal with culture shock
- **1:30pm** Campus Tour, if not present at 10am
- **3:00 pm** Optional Neighborhood Excursion St. Joe – Walk to the closest restaurants to campus, bring cash for snacks (unless it’s raining)
- **5:00pm** Shopping Trip *must sign up in back of ballroom*
  - **Location:** Depart from the office at 4:45 pm

---

**DAILY CHECKLIST:**

- ✓ Move in be sure to turn in original signed lease and understand payment due dates
- ✓ Verify placement test appointment time with OIE
- ✓ Sign up for shopping time with list in back of ballroom
- ✓ Activate myIPFW (visit my.ipfw.edu, click first time user)
Thursday, August 10th

Undergraduate Check-In Day 2

- **9am – 3pm CHECK IN**
  - **Location:** Office of International Education Walb 145
- **Various times: 10 am – 5:45 pm:** Check with OIE for your assigned placement test time.
  - **Location:** Testing Services, Kettler Hall 232 – Orientation assistant will take you there as a group
- **9:00am** Breakfast
  - **Location:** International Ballroom, Walb Union
- **10:00am** Campus Tour, if not present 8/9
- **11:00am** myIPFW session if not present 8/9
  - **Location:** Neff B39 & B41, computer lab
    - Leave from Walb at 10:45 or end of campus tour
- **12:00n** Lunch
  - **Location:** International Ballroom, Walb Union
- **12:30 pm:** Student Panel – How to get involved on campus
- **3:00pm** Scavenger Hunt
- **4:30pm** Shopping Trip – Mall *must sign up in office*
  - Depart from the office at 4:15 pm

---

**DAILY CHECKLIST:**

- ✓ Move in, be sure to turn in original signed lease and understand payment due dates
- ✓ Verify placement test appointment time with OIE
- ✓ Sign up for shopping time
- ✓ Activate myIPFW (visit my.ipfw.edu, click first time user)
- ✓ Apply for Insurance waiver (if applicable, check website)
Friday, August 11th
Undergraduate Student Check-In Day 3
Advising and Registration Day

½ group AM and other ½ PM- Ask which group you’re signed up for

AM Group only

- 7:30am – Quick breakfast in WU 145
- 8:00 am to 12:00 pm Advising and Registration
  - Location: International Ballroom, Walb Union
- 12:00 Lunch- drop by Office of International Education, Walb 145 to grab a lunch.
- 1:00pm Shopping Trip *must sign up in office
  - Depart from the office at 5:15 pm

PM Group only –

- 9:30 Grocery Shopping trip *must sign up
- 12:00 Lunch- drop by Office of International Education, Walb 145 to grab a lunch.
- 1:00 pm to 5pm - Advising and Registration
  - Location: International Ballroom
- 7:30 pm – Volleyball at Student Housing Clubhouse

DAILY CHECKLIST:

✓ Activate myIPFW (visit my.ipfw.edu, click first time user)
✓ Purchase Books Location: Bookstore, Walb Union First Floor
✓ Apply for Insurance waiver (if applicable, check website)

Saturday and Sunday – Free days

OIE Suggests:

- Breakfast at Cosmos Restaurant - 3232 Saint Joe Center Rd
- Dinner at Triangle Park - 3010 Trier Rd
- Take a walk on walking trail towards St. Joe or N. Anthony
- Play volleyball or basketball at IPFW Student Housing
- Plan a movie night with your new roommates
Monday, August 14th
12 pm to 5 pm REQUIRED
Upper-classmen Check-In Day
Finalize Courses

- 8:00am-10am Graduate and Transfer CHECK IN *undergrad beginner students must be checked in by this time*
- 8:00am –4:00pm: Graduate Assistants only orientation
  - Location – Walb Classic Ballroom
  - 4:00 pm: Graduate Assistant Check-in Walb 145
- 8:00am Breakfast
  - Location: International Ballroom, Walb Ballroom
- 8am-11am – Time for Advising Appointments, Getting Books, Last Minute class changes, placement tests, other appts.

12 pm to 4pm REQUIRED Location: International Ballroom

- 11 am-1:00: Banking Resource Fair – set up your Fort Wayne bank account
- 11:30 am – 1:00pm: Lunch
- 1:00 pm: Smart Banking in College – Angie Proffitt, IU Credit Union
- 1:30 pm Introduction to IPFW and student information
- 2:00 pm Library Services and CASA/Writing Center– Tiff Adkins, Associate Librarian and Susan Anderson, Head of Public Services
- 3:00 pm Campus Tour if not present 8/09 or 8/10
- 4:00pm myIPFW session *Must attend if you not on 8/9 or 8/10*
  - Location: Neff B39 & B41, computer lab
  - Leave from OIE at 3:45 or end of campus tour
- 5:00 pm Shopping/Dinner at Mall (Optional) *must sign up*
  - Chance to buy cell phone or sim card.
  - Location: Leave from International Ballroom

DAILY CHECKLIST:

- ✔ Placement Tests (final day)
- ✔ Register for classes (final day) Check myIPFW for name/email of advisor
- ✔ Activate myIPFW (visit my.ipfw.edu, click first time user)
- ✔ Purchase Books - Location: Bookstore, Walb Union First Floor
- ✔ Apply for Insurance waiver (if applicable, check website)
Tuesday, August 15th

Student Services and Resources – required 11am to 4 pm

Location: International Ballroom, Walb Union

- **10:00 am** – Last chance campus tour
- **11:00 am** Academics at IPFW
  - Academic Advising and Program Planning – Rhonda Meriwether, Director – Student Success Program
  - Academic Expectations – Suin Roberts, Associate Professor of Modern Languages and Linguistic
  - Honors Program – Dr. Farah Combs, Director of Honors Program and Continuing Lecturer in ILCS
- **12:00 pm** Welcome Lunch
- **1:15 pm** Cultural Information Session – Noel and Seal
- **2:00 pm** Student Services
  - Dean of Students – Robin Newman, Associate Dean of Students
  - Bursar’s Office – Shawna Squibb, Associate Bursar
  - Health and Wellness Clinic – Jennifer Gebert, CMA
  - Career Services – Kayla Klimasko, Career Counselor
  - IT Services, Security – Mandi Witkovsky, Manager
- **4:15 pm** Optional Neighborhood Excursion- N. Anthony – Walk to the closest restaurants to campus, bring cash for dinner, and grocery shopping. Leave from Ballroom at 4:15 (unless it’s raining)
- **6:00 pm** Walk or ride back to IPFW campus or student housing.

**DAILY CHECKLIST:**

- ✓ Be sure to run errands or schedule appointments before 11 am
- ✓ Attend all events with office
- ✓ Make new friends
Wednesday, August 16th

Immigration & Employment Information – required 10 -12

- **10:00am** Immigration/Employment and Insurance
  - Please bring orientation bag, I-20/DS-2019, and passport
  - Location: International Ballroom

- **11:30am** IPFW Merit Award Scholarship Session
  - Location: Office of International Education *Only for those students receiving a IPFW Merit Award*

- **12:00 pm** Lunch
  - Location: International Ballroom

- **1:00 pm** Salsa, Swing, & Sweets – with IPFW Ballroom Dance Club – Meet current IPFW students, learn to dance, and have some desert
  - Location: Classic Ballroom, Walb Union

- **3:00pm** Shopping Trip *must sign up in office
  - Depart from the OIE office (Walb 145) at 2:45 pm

---

**DAILY CHECKLIST:**

- ✔️ If not present 8/10 - Obtain Student Identification Card *AFTER course registration*
  - Location: Walb Union Information Desk
- ✔️ Pay Tuition and Insurance
  - Location: Bursar’s Office, Kettler Hall Room 107
- ✔️ Purchase Books
  - Location: Walb Union First Floor
- ✔️ Provide OIE with updated address or phone information
Thursday, August 17th

All IPFW New Student Orientation (NSO) - required for some undergraduates, Grad free time

- 7:30am – Quick breakfast in WU 145
  - Optional 7:45 AM Walb 145 – Walk to NSO together
- 8:00am – 4 pm Undergraduate students follow NSO Schedule
  - Location: Check-in Rinehart Lobby
  - These colleges ONLY: Student Success Program Pathways (SSP), Visual & Performing Arts (VPA), Education/Public Policy, Engineering, Technology Computer Science (ECTS)

Friday, August 18th

All IPFW New Student Orientation (NSO) – required for some undergraduates, Grad free time

- 7:30am – Quick breakfast in WU 145
  - Optional 7:45 AM Walb 145 – Walk to NSO together
- 8:00 am – 4:00 pm Follow NSO Schedule
  - Location: Check-in Rinehart Lobby
  - These majors ONLY: Student Success & Transitions (SST Pathways), Arts & Sciences (COAS), Health & Human Services (HHS), Business (DSB)
- 4:00 pm – 7:00 pm Freshmen Fest
  - Location: Gates Fieldhouse

DAILY CHECKLIST:
(Must be complete by Friday, 5pm)

- Last day to modify class schedule
- Pay Tuition and Insurance – DUE TODAY AT 5PM
  - Location: Bursar’s Office, Kettler Ground floor
- If not present 8/10 - Obtain Student Identification Card *AFTER course registration
  - Location: Walb Union Information Desk
- Purchase Books – Must have for first day of class, 8/21
## Abbreviation Guide

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<td>A</td>
<td>Alternate (off-campus) Location</td>
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<tr>
<td>ET</td>
<td>Engineering/Technology Building</td>
</tr>
<tr>
<td>GC</td>
<td>Gates Sports Center</td>
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<tr>
<td>KT</td>
<td>Kettler Hall</td>
</tr>
<tr>
<td>LA</td>
<td>Liberal Arts Building</td>
</tr>
<tr>
<td>LB</td>
<td>Helmke Library</td>
</tr>
<tr>
<td>M</td>
<td>Hybrid Class (classroom and online/distance learning)</td>
</tr>
<tr>
<td>MCB</td>
<td>Modular Classroom Building</td>
</tr>
<tr>
<td>NF</td>
<td>Neff Hall</td>
</tr>
<tr>
<td>OC</td>
<td>Off Campus (class)</td>
</tr>
<tr>
<td>OCIN</td>
<td>Off Campus Online (class)</td>
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<td>OCTV</td>
<td>Televised Course</td>
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<td>RC</td>
<td>Rhinehart Music Center</td>
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<td>S</td>
<td>TV Studio Class (library location)</td>
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<td>SB</td>
<td>Science Building</td>
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<td>SHCL</td>
<td>Student Housing Clubhouse</td>
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<td>SS</td>
<td>Support Services Building</td>
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<td>TC</td>
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<td>VA</td>
<td>Visual Arts Building</td>
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<tr>
<td>WHCM</td>
<td>Cole Commons – Student Housing</td>
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<td>WT</td>
<td>Williams Theatre</td>
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<td>WU</td>
<td>Walb Student Union</td>
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## Room Numbering

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<tr>
<td>G</td>
<td>Basement Classroom</td>
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<tr>
<td>B</td>
<td>Basement Classroom</td>
</tr>
<tr>
<td>1</td>
<td>First Floor Classroom</td>
</tr>
<tr>
<td>2</td>
<td>Second Floor Classroom</td>
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<tr>
<td>3</td>
<td>Third Floor Classroom</td>
</tr>
<tr>
<td>DEPARTMENT</td>
<td>BUILDING AND ROOM</td>
</tr>
<tr>
<td>------------------------------------------------</td>
<td>-------------------</td>
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<td>Accounting and Finance</td>
<td>NF350</td>
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<td>Anthropology</td>
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<td>Chemistry</td>
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<tr>
<td>Communication</td>
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<td>Computer, Electrical, and Information Technology (CEIT)</td>
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<td>Computer Science</td>
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<tr>
<td>Manufacturing &amp; Construction Engineering Technology and Interior Design</td>
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<td>Mathematical Sciences</td>
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<td>Music</td>
<td>RC 145</td>
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<tr>
<td>Nursing</td>
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<td>Organizational Leadership and Supervision</td>
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<tr>
<td>Visual Communication &amp; Design</td>
<td>VA 213</td>
</tr>
<tr>
<td>Women's Studies</td>
<td>LA 35</td>
</tr>
</tbody>
</table>
To North Anthony shops and food - Walk under Coliseum
A special thanks to our sponsor:

Be sure to attend IPSGA Welcome Back Week Activities 8/21- 8/29

Check the IPFW.edu/iss page for all international events plus
Download the IPFW Calendar App to see all campus events:

Good luck with your first semester here at IPFW! GoDons!