Welcome to Pace!

We are excited that you will be joining our community for the spring 2010 semester. Enclosed in this brochure is the information you will need to get started.

Orientation and Registration
Orientation is designed to help prepare you for classes and life at Pace University. Here, you will have the opportunity to meet with faculty and staff, as well as your academic adviser, register for spring 2010 coursework, and receive your temporary Pace ID card so that you will have what you need to be an official member of the Pace community.

Advisement Sessions
At orientation, you will meet your academic adviser and begin to develop one of the most important relationships you will have at Pace. If you have already chosen your major, you will meet with professional advisers and faculty members from the school or college in which your major is offered. If you are still undecided, our advisers will help you match your interests with the many exciting possibilities at Pace.

Registration
After working with your adviser, you will select classes, receive your Pace University e-mail address, and be introduced to the MyPace portal Web site. Once you activate your MyPace account, you will register for classes online and get your class schedule for the upcoming semester.

Campus Tours
Getting to know Pace is an important part of starting your college career successfully. Tour the New York City campus with a current Pace student and receive information about the many options that make a Pace education so rich.

Information Fair
Our informal information fair introduces you to the vast variety of Pace opportunities. Speak with staff and learn about student organizations, campus leadership opportunities, co-op and internship positions, and studying abroad. You can also get information on housing and financial aid and will have your University ID picture taken.

Placement Testing
All new students are required to take placement testing in writing and math, unless they are exempt. You should have received a letter from the Office of Undergraduate Admission detailing the tests you are required to take. If you are unsure whether you are required to take a placement test, please contact the Center for Academic Excellence (CAE) at (212) 346-1386. If you are required to take placement tests, please make sure that you take them prior to orientation and registration.

Sign Up for Orientation, Registration, and Placement Testing
To sign up for orientation, registration, and placement testing, please visit www.pace.edu/orientation or call the Center for Academic Excellence (CAE) at (212) 346-1386. There is a $40.00 orientation fee that must be paid when you register online. If you register via phone, bring a $40.00 check on orientation day made payable to Pace University. Seats are awarded on a first-come first-served basis, so please register quickly!

Placement tests will be administered on the following dates:
- Thursday, December 17 9:00 a.m.
- Wednesday, January 6 5:30 p.m.
- Thursday, January 14 9:00 a.m.

Orientation and registration sessions will be held on the following dates:
- Friday, December 18 9:45 a.m.–3:30 p.m. (optional campus tour at 8:45 a.m.)
- Friday, January 8 2:00 p.m.–7:30 p.m. (optional campus tour at 1:00 p.m.)
- Friday, January 15 9:45 a.m.–3:30 p.m. (optional campus tour at 8:45 a.m.)

Register at www.pace.edu/orientation
Mandatory International Immigration Information Session
As part of your orientation and registration experience at Pace, all international students on the F-1 and J-1 Visa who are new to Pace University must attend a Mandatory Immigration Information Session. This event will provide you with critical information about being an international student in the United States. You will learn about life in New York and what it means to be a student at an American college. Above all, you will have the opportunity to ask questions about the college experience so that you begin the semester as prepared as possible for success.

Wednesday, January 13 12:00 p.m.  
(check in is at One Pace Plaza)

Arrival Instructions
Please report to the front lobby of One Pace Plaza for both orientation and placement testing (if required). There, staff will greet you and provide you with a temporary ID and directions. IDs must be worn at all times while you are on campus.

Bringing a Guest
Your orientation and registration will take most of the day. You are welcome to bring a guest to campus and have lunch with them, but advisement and registration sessions are restricted to students. While students are working with advisers, guests are encouraged to explore the city or attend an informal information session hosted by the Dean for Students that will address issues such as academic expectations, advising, support services, and financial aid. There is a $25 fee for your guest to attend.

Out-of-Area Students
The Student Development Office at (212) 346-1590 can provide you with a list of local hotels if you would like to stay overnight.

The Transfer Credit Evaluation Process
Transfer Credit Evaluation
Newly admitted transfer students should have received a Transfer Credit Evaluation in their acceptance package. Courses you completed at a regionally accredited college or university in which you earned a grade of “C” or higher are eligible for transfer credit if they satisfy coursework requirements for your major and degree. Credit for courses completed after admission will be considered for additional credit once the Office of Undergraduate Admission receives updated transcripts.

A maximum of 96 credits may be transferred to Pace University from a baccalaureate program at an accredited, four-year institution. A maximum of 68 credits may be transferred from two-year colleges. At least 50 percent of the credits required to complete a major at Pace must be earned at Pace. Credits that exceed Pace University residency requirements for your declared major will not be transferred. Students who have not yet declared a major will have their credits applied towards University Core Curriculum and Inquiry and Exploration requirements. Credits toward free electives and major course requirements will not be applied until a major is declared.

Course Evaluation
Individual courses that may be applied toward University core and major requirements are individually evaluated by the chairperson of each academic department. This evaluation process typically takes two to three weeks. Occasionally, course descriptions and course syllabi are required. This is noted on the Transfer Credit Evaluation Worksheet. You should provide these documents as soon as possible to expedite the course evaluation process. Should additional courses be accepted for credit, an updated Transfer Credit Evaluation Worksheet will be sent to you.

Students will sometimes need to attend registration before their Transfer Credit Evaluation has been completed. This may be the case if Pace has not yet received the final grades for courses you are currently or have just finished completing, or if the Office of Undergraduate Admission has asked you to submit additional information in order to fully evaluate the transfer of credit to Pace. We ask that you bring the following with you to orientation and registration:

- Unofficial copies of all transcripts from colleges you have attended, with grades, if available
- Course descriptions for any credits still pending (as indicated on your Transfer Credit Evaluation Worksheet)

Questions?
If you have any questions, please contact the admission representative who completed your Transfer Credit Evaluation. All counselors can be reached at (212) 346-1323.

Register at www.pace.edu/orientation
Housing
Pace University’s housing options offer a variety of living arrangements. Pace University makes every effort to accommodate all students who wish to live in campus housing. However, space is limited, so we encourage you to apply for housing as soon as possible. Priority is given to students living outside a 50-mile radius of campus. Please note that Pace University does not offer housing options to couples. If you have any questions, please call the Office of Housing and Residential Life at (212) 346-1295.

Tuition
For information on tuition payments and payment deadlines, please contact the Office of Student Assistance (OSA) at (212) 346-1315. Please note that in order for Pace University to guarantee your schedule and housing assignment, you must finalize your financial aid (if applicable) and make your payment on time.

Financial Aid
If you have filed your 2009–2010 Free Application for Federal Student Aid (FAFSA) form, you should have received your Student Aid Report (SAR) in the mail. Upon receipt of your SAR, please review and make any necessary corrections. If you have not yet filed your 2009-2010 FAFSA form, mail it directly to the federal processing center. Expect four to six weeks for processing by mail. You can also file online at www.fafsa.ed.gov. Expect two to four weeks for electronic processing and be sure to print the signature page, complete it, and mail it to the federal processor. Fill out page six of the FAFSA form and use 002791 as the Pace University New York City campus code.

Directions to Pace University
The New York City campus is an intellectual and cultural focal point for one of New York’s most dynamic and vital areas. For directions to campus, please go to www.pace.edu/directions.

Important Telephone Numbers

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<th>Service</th>
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<tr>
<td>Bookstore</td>
<td>(212) 346-1605</td>
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<td>Center for Academic Excellence</td>
<td>(212) 346-1386</td>
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<td>Dean for Students</td>
<td>(212) 346-1306</td>
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<td>Financial Aid</td>
<td>(212) 346-1300</td>
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<td>Housing and Residential Life</td>
<td>(212) 346-1295</td>
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<td>International Students and Scholars Office</td>
<td>(212) 346-1368</td>
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<td>Office of Student Assistance (Bursar)</td>
<td>(212) 346-1315</td>
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<td>Student Development and Campus Activities</td>
<td>(212) 346-1590</td>
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<td>Testing and Disability Accommodation</td>
<td>(212) 346-1526</td>
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<td>Undergraduate Admission</td>
<td>(212) 346-1323</td>
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