

New Student Welcome Pack

PACE UNIVERSITY

International Academic Support

GLOBAL PATHWAYS

Welcome

Welcome to Global Pathways at Pace University! You are part of a talented and diverse group of students full of world-class potential. We are excited to have you join our exceptional community of scholars, faculty, learners, and staff dedicated to helping you work toward greatness. You have chosen the perfect program to secure your future success.

Your Orientation sessions will establish the foundation for your time in the program. We know that you have many questions. At Orientation, you will learn everything you need to know to get started:

- You will meet your Global Pathways Advisors
- Get to know your fellow classmates
- Obtain your class schedules and important information about academic requirements, your immigration status, health insurance, and on-campus services and how they have gone virtual
- Learn about student life at Pace
- Become familiarized with the Pace University campus

We again extend you a hearty welcome! We look forward to meeting you and preparing you for a successful college career.

Table of Contents

○ Need Help? Places to Go	Page 4
○ Using MyPace Portal	Page 5
○ Checking Holds	Page 7
○ Paying Your Bill	Page 8
○ Banking Questions and Answers	Page 9
○ Health Insurance Questions and Answers	Page 10
○ Counseling Center Information	Page 12
○ University Health Care	Page 14
○ Other Helpful Links	Page 15
○ Shopping Around Pace University	Page 16
○ Academic Overview PowerPoint	Page 20
○ Maintaining Lawful Status PowerPoint	Page 28
○ Academic Advising PowerPoint	Page 48
○ Places To Eat Around Pace University	Page 56



NEED HELP...?

In order to maintain safety measures,
please make virtual appointments before
visiting the offices in person

...with immigration matters?

Global Pathways Office
Mackenzie Lirakis: mlirakis@pace.edu

...with registering for classes?

Global Pathways Office
Mackenzie Lirakis: mlirakis@pace.edu

...with getting a Pace ID card?

Auxiliary Services,
auxiliaryservices@pace.edu

...with immunization?

Health Care Unit
Please note: they are NOT accepting walk-ins,
<https://www.pace.edu/patientportal>

...with joining student clubs or organizations?

Campus Activities, 41 Park Row, 8th Floor
(212) 346-1590
<https://www.pace.edu/student-engagement/nyc>

...with health insurance?

Global Pathways Office
Vivienne.beshay@kaplan.com

...with cultural adjustment & other personal matters?

...with billing?

See the Global Pathways Office first!
Global Pathways Office
Vivienne.Beshay@kaplan.com

...with housing options?

Global Pathways Office
Naomi.An@Kaplan.com

...with English?

English Language Institute
Through Martin Molden
mmolden@pace.edu

...with academic advisement and English tutoring sign-up?

Global Pathways Office
Through Martin Molden
mmolden@pace.edu

...with academic coursework?

Center for Academic Excellence
(212) 346-1329
<https://www.pace.edu/first-year-experience-advising>

...with international social activities on a virtual platform – open for all!

Counseling Center
(212) 346-1526
<https://www.pace.edu/counseling>

Using MyPace Portal



<https://youtu.be/GEfOaotOdAE>

Step 1 - Locate your user name and activate your account (If you already know your username and have activated your account, go directly to Step 2.)

Find your MyPace Portal Username

- Go to <http://whitepages.pace.edu> to access the Pace University White Pages
- Type your First and Last name in the **Name** textbox
- Select “Only Students” in the **Person Type** textbox
- Click **Search**
- After receiving results, click **View Details** next to your name
- Write down your username. It will begin with your initials, followed by a sequence of numbers and a letter.

Activate your account

- Go to <http://adam.pace.edu> to get to the Apps/Downloads/Account Management site
- Click **Account Activation**, then **Begin Activation**
- Type your MyPace Portal Username in the Username textbox
- Type your Default MyPace Portal Password in the Password textbox
Your default password will be your initials from your first and last name (lower-case), followed by a hyphen, and then your date of birth in MM-DD-YYYY format. For example, if your name is John Smith, and you were born on January 3, 1990, your default password would be js-01-03-1990.
- Follow the instructions to set security questions and a new password

Step 2 - Go to MyPace Portal

Visit <http://portal.pace.edu> and login using the Secure Access Login.

Step 3 - Once you've entered the portal, click on the **Students** Tab on the left menu.

Step 4 - Click on the **Registration, Grades and Tuition Schedule** link.

From this page you can access several things:

1. **Personal Information** – go to the **Personal Information** tab and update your personal and emergency contact information. **It is very important that you always provide us with your most recent U.S. address and your most recent U.S. phone number. Make sure when you enter your US address, that the “Address Type” is “Mailing Address.” You will also see your international address on Pace Portal (because that is the address you applied with). You should still keep your international address on Pace Portal, but make sure that the “Address Type” of your international address is “Home Address.”**
2. **Online Class Schedule** – once you are registered for your courses, you will be able to view your schedule by clicking **Student Tab** on top, then **Student Schedule**, then selecting the current semester.

Checking Holds

Holds – holds prevent you from continuing in your classes or registration. **You may not be able to see some holds until 1 month after the start of the semester, so you should continue to check your holds after you start school.** To view your holds, click the [Student Tab](#), then [Student Records](#) tab, and then [View Holds](#). **All Global Pathways students should have a “Pathways” hold, but any other holds must be resolved by you as soon as possible.** Common holds include:

- **Immunization (MMR) hold:** you must submit your completed immunization form to the Office of Student Assistance (**please resolve this hold immediately, or you will be dropped from classes after several weeks**).
 - (for undergraduate students) **FHST hold** (or similar letters such as TFHS, HSFT) ... you must give the undergraduate admissions office your Final High School Transcripts in a sealed envelope from your high school
 - (for graduate students) **UGT hold** ... you must give the graduate admissions office your final Undergraduate Transcripts in a sealed envelope from your college
 - **Transcript hold** ... just another way to say that you must give your final transcripts from your previous school to either undergraduate or graduate admissions office
 - **Proof of graduation / diploma / graduation certificate hold** ... you must give your proof of graduation from your previous school to either the undergraduate or graduate admissions office
 - **TOEFL hold** or **IELTS hold** ... you must order your official TOEFL or IELTS result to be sent to either the undergraduate or graduate admissions office
 - **Current balance due** ... you must pay your Pace bill fully to OSA
 - **Update address hold** ... you must set an American address in Pace Portal as your “mailing address,” then tell OSA on the first floor
3. **Billing and payment** – to view your total charges and payments for the term, click [Student Tab](#), then [Student Records](#), and then [Account Summary by Term](#). The number under “Amount Due” is what needs to be paid. To pay your bill online, scroll on the page and select [Pay Your Tuition and Fees Online](#). (Please note if you use the online payment method, a transaction fee will be charged.)

4. **Dawg Dollars** – When you receive your student ID card which also functions as a debit card, you can add money to your account (for printing, buying food in the cafeteria, etc.) by clicking **Dawg Dollars**.

Paying Your Bill

You may pay your bill online through Pace Portal (see Pace Portal pages above), or you may pay your bill through the bank, by Wire Transfer.

IMPORTANT: If you worked with an educational counselor or agent during the application process, and they gave you a bill for Global Pathways tuition, you MUST pay tuition to the bank listed on the bill you received from your counselor. DO NOT use the below bank information, (except for fees outside of tuition such as health insurance fee, student activity fee, etc.).

If you choose to pay your bill by Wire Transfer, you should first make note of the “Amount Due” on your bill (again, see Pace Portal pages above). Then, you will need to go to your bank and ask them to transfer that amount to Pace. You can give them the information below to make the transfer.

WIRE TRANSFER PROCEDURE

Please refer to the steps listed below if you wish to wire funds to

PACE UNIVERSITY

1. ACH or Wire Transfer to Pace University’s account at Bank of America.

Account number: **4830-4366-7111**

Please choose one:

- 1) Wire Transfer - routing number: 026009593
- 2) ACH - routing number: 021000322

NOTE: If the transfer is to be made through the ACH network, please utilize the ACH Routing Number.

2. The address of our bank is:

Bank of America Merrill Lynch
69 State Street
Albany, NY 12207

3. Bank Swift Code: BOFAUS3N

4. It is essential that the **student’s name** and **assigned student ID number (beginning with U)** and reason for payment (i.e. tuition/fees/dorm) be included for proper handling by the Bursar and Student Accounts Office.

Banking Q&A

People keep asking for my Social Security Number. How can I get one?

Answer: Most international students do not qualify for a Social Security Number. Social Security Numbers are used for acquiring a job. However, banks, phone companies, and landlords are in the practice of using Social Security Numbers to identify people and organize customer data.

How do I open a bank account without a Social Security Number?

Answer: You will be able to open a bank account with the following documents: Form I-20, Form I-94, Visa, Passport, Student ID card, native country ID card (or driver's license). If a bank asks for your Social Security Number (SSN) offer these items instead. If they continue to ask for a SSN, go to another bank. We have heard of students not having issues with the following banks:

CHASE

Bank of America

How do I choose a bank and account?

Answer: Various banks offer different services and have different costs, you may want to look into these before you make your decision. Pace University has a relationship with CHASE bank, this may make getting an account there easier. For paying bills, writing checks, access to a debit card etc., you will want to open a checking account, however if you think you will want to store a large amount of money you should look into a savings account. Find out how much each of the accounts cost, if interest is provided for checking accounts, what the savings account interest rate is, and if overdraft protection is provided (simply be fined if you use more than you have in your account, versus the payment not going through). Also does the bank offer "student checking" (usually at a discounted rate)?

How do I keep track of my spending/accounts?

Answer: Most banks offer online/mobile banking, some offer it for a cost, others for free. You will receive a monthly bank statement for checking accounts which describe all of the deposits and withdraws that you have made in that month. Check this to make sure that no one else has stolen your number and made purchases! (Check it also to be sure that no incorrect charges were made.) Savings accounts generally send out statements every three months, but you can also go into the bank and request a statement if you would like it.

What is the difference between a debit card and a credit card?

Answer: A debit card is connected to a checking account and when you use it, the money is withdrawn (taken) from that account. A credit card does not take from an account, rather you are billed for it later and must pay it on time or pay extra (in the form of interest).

Health Insurance Q&A

Attention: International students are automatically enrolled in Pace health insurance (through *United Healthcare Student Resources*). You will see the health insurance fee in your student bill.

- **Remote students: How can I indicate that I am not on campus and remove the insurance fee from my bill?**

You will need to complete the waiver and send it to pace@ajfusa.com. You must indicate which semester you are studying: <https://www.pace.edu/sites/default/files/2021-07/2020-2021-international-health-insurance-waiver.pdf>

- **On-Campus Students: Where can I access my insurance card and other detailed insurance information?**

Insurance ID Cards are not automatically mailed out. Instead, students will receive an email notification at their Pace email address shortly after the beginning of the semester when the digital ID card is available to be downloaded from the “My Account” section at: www.uhcsr.com/myaccount

If an insured student would like delivery of a permanent ID card through the mail, the student must make a special request through the “My Account” section. Digital ID Cards may also be accessed via the insurance mobile site at my.uhcsr.com.

At the above websites, insured students also have online access to claims status, EOBs (Explanation of Benefits), network providers, correspondence and coverage information. ***Insured students who don't already have an online account may simply select the “Create My Account Now” link. Then, follow the onscreen directions to establish an account in minutes. Students should use their Pace email address to sign up for the first time. Afterwards, they will receive their 7-digit Insurance ID number.***

For general information on your health insurance coverage, please visit <https://www.pace.edu/health-insurance/international-students> to download the health insurance brochure.

- **What if I already have health insurance?**

If you already have health insurance which provides coverage for you in the United States, and you would like to waive Pace's default health insurance, you will need to complete the health insurance waiver form (at <https://www.pace.edu/health-insurance/international-students>). Then, send the completed waiver form with a copy of your insurance policy (in English and in US dollars) to:

The Allen J. Flood Companies, Inc.

**Two Madison Avenue
Larchmont, NY 10538
attn: Pace International Student Plan**

Or email scans to pace@ajfusa.com

The health insurance company will determine if your existing coverage is equal to or better than the default health insurance plan (this process may take a month or more). If so, your Pace health insurance fee will be waived and you will receive a refund to your student account. *The deadline to submit a waiver application is **1 month after the start of the semester**.

➤ **Can you tell me more about how health insurance works in the US?**

Check out this great video explaining the basics of US health care!

<http://www.internationalstudentinsurance.com/explained/us-healthcare-system-video.php>

➤ **Where do I go first if I have a health issue?**

In the case of an emergency, students should simply go to their nearest hospital or health care location.

If at all possible and in a non-emergency situation near Pace University, it is best for students to go first to Pace University's Health Care Center. Students must make an appointment before going to the health center:

<https://paceportal.pointnclick.com>

Students may also choose to search for another healthcare center which is covered by the student's insurance, using the "Search for Provider" function on <https://www.uhcsr.com/pace>.

➤ **How can I contact the health insurance company directly?**

You may email pace@ajfusa.com

Or call: 800-734-9326 -- extension 225 (ask for Angela French)

Counseling Center Contact Info

The Counseling Center staff values the diversity of the Pace University community. We strive to create a safe, affirming, respectful, accepting and welcoming environment that embraces all forms of diversity: age, race, ethnicity, language, national origin, sex, gender identity and expression, sexual orientation, religious affiliation, physical and mental ability, and socioeconomic status. In this climate, we hope that students will feel comfortable to freely explore their unique identities, personal experiences, attitudes, beliefs, and values. In turn, we hope to help students with the issues that bring them in and encourage their intellectual, emotional, and social development. We also see our mission as extending beyond the walls of our offices in order to promote and support a growth producing environment in the Pace community as a whole. Our goal and commitment is for all of our work to reflect the acceptance and inclusion of every person and embrace difference in our diverse campus environment.

Westchester Campuses	NYC Campus
Pleasantville Administration Building, 2nd Floor Phone: (914) 773-3710 Fax: (914) 773-3639 Office Hours: 9:00 AM to 5:00 PM, Monday-Friday	156 William Street, 8th Floor, NYC Phone: (212) 346-1526, fax (212)-346-1530 Office Hours: 9:00 AM to 5:00 PM, Monday-Friday
White Plains Law School Phone: (914)773-3710 By appointment only	

IN CASE OF EMERGENCY

In case of an emergency weekdays between 9 AM and 5 PM, call 9-1-1, Security (see below), and/or the Counseling Center on your campus:

New York City Phone: (212) 346-1526

Westchester Phone: (914) 773-3710

Or come to our Walk-In Hours, Monday through Friday 1 PM - 2:30 PM (during the academic year).

In case of an emergency when the Counseling Center is closed, call 9-1-1 or Security:

New York City Phone: (212) 346-1800

Pleasantville/Briarcliff Phone: (914) 773-3400

White Plains Phone: (914) 422-4300

DOWNLOAD OUR JUST IN CASE APP OR GO TO "COUNSELING CENTER: JUST IN CASE" ON THE MYPACE MOBILE APP

[Just In Case App](#): The Just in Case app supplies potentially life-saving mental health information to Pace University students, staff, and faculty. This smart phone app puts vital information and support options at your fingertips.

University Health Care Info

New: [University Health Care Patient Portal](#)

Click the link above to access the University Health Care Patient Portal. If you are a first time user, you must register with a unique username and password.

The portal will allow you to schedule University Health Care appointments, fill out forms, and access your health records.

UHC has been providing low-cost, high-quality health care since the 1970s.

The University Health Service Fee, in conjunction with your health insurance, will cover UHC office visits for sickness and accidents. UHC is able to bill your insurance directly. Diagnostic tests and procedures may incur additional charges.

For more information about University Health Care, please click here for our brochure.

Services available for students, faculty, staff, alumni, and their families include:

- Health education
- Health assessment with complete physical examinations
- Women's health care
- Diagnosis and treatment of illnesses such as sore throat, cough, or other infections
- First aid for minor injuries
- Management of chronic health problems such as high blood pressure.

LOCATIONS

Pleasantville Campus

Goldstein Fitness Center, Room 125

861 Bedford Road

Pleasantville, NY 10570

Phone: (914) 773-3760

[Hours of Operation](#)

New York Campus

1 Pace Plaza, Maria's Tower, 6th Floor

New York, NY 10038

Phone: (212) 346-1600

[Hours of Operation](#)

Other Helpful Links

- **Email** <http://email.pace.edu>
Your email will only be active at the beginning of the semester. **It is very important that you check your Pace email daily.** As a Pace student, the university will send communication to your Pace email, and no longer your personal email.
- **Apps, Downloads, and Account Management** <http://adam.pace.edu>
where you can ...
 - Reset your Pace password in the future
 - Forward your Pace email
 - Download Microsoft software, printing resources, and more...
- **PaceAlert Emergency Notification System** <http://alert.pace.edu>
Register to receive notifications via phone, email, and text. Used when there is a campus closing, or severe threat to public safety and health of the Pace community.
- **FERPA (Family Educational Rights and Privacy Act) Form** <http://ferpa.pace.edu>
You can choose one or more persons (for example, parents) who are authorized to receive your educational records, billing information, etc. from university staff.
- **Wireless** <https://www.pace.edu/its/its-service-areas/internet-network-and-wireless-services/wireless>
Instructions on how to connect to Pace Wireless and register your devices on the network
- **New Student IT Page** <https://www.pace.edu/its/its-service-areas>
A general introductory IT page for new students

Shopping and Services around Pace University

Banking

Bank of America

261 Broadway
New York, NY 10007
www.bankofamerica.com



Citibank

250 Broadway
New York, NY 10007
www.citibank.com

TD Bank

258 Broadway
New York, NY 10007
(212) 608-5034

Chase Bank

253 Broadway
New York, NY 10007
www.chase.com

HSBC Bank

120 Broadway
New York, NY 10271
www.us.hsbc.com

Capital One Bank

277 Broadway
New York, NY 10007
www.capitalone.com

Grocery Stores

Zeytuna

59 Maiden Ln.
(212) 742-2436
www.zeytuna.com



55 Fulton Market

55 Fulton St.
(646) 581-9260

Gristedes

90 Maiden Ln.
(212) 651-8255
www.gristedes.com

Whole Foods Market

270 Greenwich St.
(212) 349-6555
www.wholefoodsmarket.com

Jubilee Market Place

99 John St.
(212) 233-0808
www.jubileemarketplace.net

Pharmacies

Downtown Pharmacy

170 William St.
(212) 233-0333
www.downtownpharmacy.com



CVS Pharmacy

129 Fulton St.
(212) 233-5023
www.cvs.com

Duane Reade

250 Broadway
(212) 571-4511
- Or -
130 William St.
(212) 385-1131
www.duanereade.com

Cell Phone Carriers

AT&T Store

217 Broadway
(212) 528-3054
www.att.com

T-Mobile

170 Broadway
(212) 571-5077
www.t-mobile.com

Verizon

299 Broadway
(212) 227-6010
www.verizonwireless.com

Sprint Store

170 Broadway
(212) 233-5727
www.sprint.com



Mail / Shipping

US Post Office

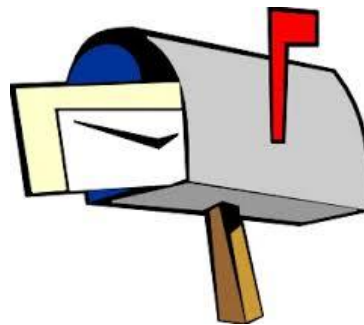
90 Church St.
(212) 330-5313
www.usps.com

FedEx

4 Barclay St.
(212) 406-1860
- Or -
110 William St, New York, NY 0.2 mi S
(212) 766-4646
www.fedex.com/us/

The UPS Store

82 Nassau St, New York 0.2 mi SW
(212) 406-0650
www.theupsstore.com



Shopping – Apparel (Clothes)

Century 21 Department Store
22 Cortlandt Street
(212) 227-9092
www.c21stores.com/downtown

T.J. Maxx
14 Wall St.
(212) 587-8459
www.tjmaxx.com



In addition, there are many clothing and shoe stores along Broadway, as well as discount clothing and shoe stores along Fulton Street!

Shopping – Electronics

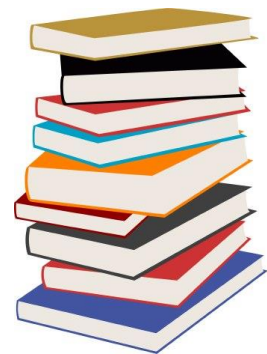
Best Buy
2 Union Square E
(A quick ride on the 4/5/6 train uptown to Union Square)
(212) 254-0498
www.bestbuy.com



Shopping – Books

Pace Bookstore
157 William St.
(212) 346-1605
**All textbooks can be ordered online through Barnes & Noble, as this store will no longer sell textbooks.*

Barnes & Noble
97 Warren St.
(212) 587-5389
www.barnesandnoble.com



Global Pathways Academics

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Agenda

1. Tips for online/remote learning by Mackenzie Lirakis, Academic Director of Global Pathways
2. ELI Web-Assisted Courses by Jeff McIlvenna, Associate Director of Academics for ELI
3. Introduction to Blackboard by Martin Molden, Program Coordinator for Global Pathways
4. Meet your undergraduate and graduate advisors!

KAPLAN
INTERNATIONAL
PATHWAYS

Tips for Successful Online/Remote Learning



Mackenzie Lirakis

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Remote Learning Fall 2020

Is this your first
time learning
remotely?

How many of you
have done some
type of remote
learning before?

What did you like
about it? What
did you not like?

Types of Learning at Pace for Fall 2020

- **Fully on-campus**, the traditional in-person format with no online instructional elements; or
- **HyFlex**, or hybrid-flex, which enables simultaneous live, synchronous instruction to both an online group of students and an on-campus group of students; or
- **Web-assisted**, in which the course will be delivered with some combination of on-campus and online elements; or
- **Fully online**, in which all classes will be delivered online and may be delivered synchronously (with live attendance on a set schedule) or asynchronously (with no requirement to be online at a specific time).

Make the Most of Your Remote Learning Experience



Anticipate technical difficulties and attempt to fix them in advance



Create a support system and don't go it alone



Set daily goals, and be organized



AYI!



Fix Your Technical Difficulties Immediately

- Can you access your Pace email?
 - Email.pace.edu
 - You can forward your emails to your personal email account by going to <https://adam.pace.edu>
 - Can you access Blackboard?
 - Blackboard.pace.edu
 - Do you have a Zoom account?
 - You have access as a Pace student at <https://pace.zoom.us>
 - Do you have a VPN? (Virtual Private Network)
 - Pace University has one: <http://vpn.pace.edu>
 - ExpressVPN is a good one: <https://www.expressvpn.com>
 - Do an internet search or ask friends or classmates for what works in your area– there are PLENTY of VPN options
-

Internet Connectivity Issues

-
- Check your internet speed at <https://www.speedtest.net>
 - You can email an explanation of your tech problems to pacehelpdesk@pace.edu
-

Create A Support System

- Remember that you are still a student, and you still have classmates! It can be easy to feel isolated when you are studying at home and not in a classroom.
- Use your Zoom to create events beyond the classroom!



Set Daily Goals and Get Organized

Read your Syllabi from start to finish on Day 1!

One more time, start a Zoom study group.

You may be home a lot, but you could still buy a 2020 Planner.

Practice time management.

Get rid of distractions.

A...Y...I!

- Ask
- Your
- Instructor



In Conclusion

- Be prepared,
- Create and use your support group,
- Ask for help!

ELI Courses

Jeff McIlvenna, Associate Director of Academics for ELI

ELI Classes

- **Levels 070/080:**

- Grammar & Writing (2.5 hours Monday mornings)
- Reading & Vocabulary (2 hours Tuesday mornings)
- Conversation & Listening (2.5 hours Wednesday mornings)

- **Level 091:**

- Academic Writing Skills (2.5 hours Monday mornings)
- Academic Reading Skills (2 hours Tuesday mornings)
- Academic Communication Skills (2 hours Wednesday AND Friday mornings)



Asynchronous vs. Synchronous Classes

- Asynchronous (adj.) - **not** happening at the same time
- Synchronous (adj.) – happening at the same time



Asynchronous: What can I expect?

- Half of your class each week is on Blackboard, not Zoom.
 - Assignments have deadlines, so you must complete them before that day and time
 - May include discussion boards, voice thread (video discussions), quizzes and tests, surveys, reading and listening, projects
-



Synchronous: What can I expect?

- You must log in at the same time as your class
 - Traditional class time with your instructor and classmates
 - Will include content presentation, practice, production, and evaluation
 - Breakout rooms, whiteboard, chat, class polls, screen shares, Snap! Filters, and more
-

Global Pathways at Pace University

Introductory Presentation on Global Pathways (GP)

Global Pathways at Pace

- Successfully completing the Global Pathways (GP) program leads to **direct matriculation** into a full-degree program at Pace, without having to take any further English proficiency exams.
- Each student is admitted for 1-3 semesters of GP, during which they can earn **academic credits** toward their degree.
- The ultimate goal of GP is to help students adjust linguistically, academically, culturally, and socially.



Number of Pathways Terms

How many terms of the Pathways Program have you been accepted to? – Check your acceptance letter!

- 3 terms in Pathways (Basic)
- 2 terms in Pathways (Intermediate)
- 1 term in Pathways (Advanced)

Fall and Spring semesters are 15 weeks long. Summer is 12 weeks long. Summer credit-bearing courses last only 6 weeks.

4

Transfer Credits

If you transferred into Pace University from another school, you may be eligible to transfer credits into your degree at Pace, however, only courses in which you received a **C grade or better** will qualify.

If you have transfer credits, do the following:

1. Send a **syllabus and a course description for each of the classes** you wish to have transferred in to Carly Corbett-Frank at ccorbettfrank@pace.edu.
2. Once you receive a Preliminary Transfer Credit Report, send it to Martin Molden at mmolden@pace.edu.

5



Online Placement Tests

*****FOR UNDERGRADUATE STUDENTS
ADMITTED FOR 1 OR 2 SEMESTERS ONLY *****

Two placement tests: English Writing and Math

**Please take both placement tests online
complete at least 2 weeks before you arrive at
Pace**

Math preparation materials available, full instructions
and links sent via e-mail

***** FOR UNDERGRADUATE STUDENTS
ADMITTED FOR 1 OR 2 SEMESTERS ONLY *****

GP Curriculum

Undergraduate **B.B.A., B.A., B.S.**

3 Global Pathways (GP) Terms: 2 ESL +
1 writing + 2 academic courses

2 GP Terms: 2 ESL+ 1 writing + 2
academic courses

1 GP Term: 1 ESL+ 1 writing + 3 academic
courses

All levels: A 1-credit University 101 course

Graduate **M.A., M.S., M.B.A., M.P.A.**

Lubin School of Business: each school and
level has different requirements

Dyson School of Arts and Sciences: each
school and level has different requirements

**Seidenberg School of Computer Science
Information Systems:** each school and level
has different requirements

All levels: Workshops

UG Core Curriculum

- Set of classes required for all undergraduate students regardless of major
- Comprises of a wide range of disciplines: English writing, math, computing, history, etc.
- To ensure that undergraduates develop abilities that are...
 - ...essential to success in college study and careers
 - ...sought by employers
 - ...needed for graduate level work
 - ...intellectually and personally enriching
 - ...necessary to respond to inevitable changes and challenges of their professional and personal lives

TOTAL Academic Credits

Standard track

3 GP TERMS	2 GP TERMS	1 GP TERM
<ul style="list-style-type: none">• ART 215 (3)• UNV 101 (1)• HIS 106 (3)• RES 106 (3)• CIS 101 (3)• COM 200A (3)• ENG 205 (3)• ENG Writing (3-4)• <u>ENG Writing (3-4)</u>• TOTAL (26)	<ul style="list-style-type: none">• UNV 101 (1)• HIS 106 (3)• RES 106 (3)• CIS 101 (3)• COM 200A (3)• ENG 205 (3)• ENG Writing (3-4)• <u>ENG Writing (3-4)</u>• TOTAL (23)	<ul style="list-style-type: none">• UNV 101 (1)• HIS 106 (3)• COM 200A (3)• ENG 205 (3)• <u>ENG Writing (3-4)</u>• TOTAL (13-14)

Notes:

- While in Pathways, all students are registered for courses by their GP academic advisor; students are not allowed to choose their schedules.
- Except for the 1-credit undergraduate UNV 101 course, most academic Pathways courses are worth 3-4 credits.
- In order to move to the next level or complete Pathways, students need to meet **all** of the Pathways **progression requirements** each semester (more on next slide);
- If a student does not meet **all** of the academic requirements, they might have to repeat some or all of the courses and might not be able to take academic courses in their next term.

Progression Requirements

At the end of each Pathways term/semester:

- ✓ **English (ELI) & Academic:** 2.70 GPA (Grade Point Average) accumulative average or above for all courses, each course with equal weight.

Important:

- ✓ **Final grades are determined** by all homework assignments, mid-term tests and exams, and final tests/papers/projects.
- ✓ If a student fails to meet progression requirements in any given term, they have the chance to meet progression requirements in the following term
- ✓ If a student fails to progress for two consecutive terms, they cannot continue in the program.



Pforzheimer Honor's College

- Students who receive a **3.5 GPA** and have completed **30-45 academic credits** can apply for the Honor's College after completing GP to receive a scholarship along with other perks.
- See <https://www.pace.edu/honors-college/new-york-city-students/admissions> for more information on deadlines and on how to apply.

14

Program Policies



Attendance

- ✓ Students are not allowed more than 4 absences in each class.
- ✓ If students have more than 4 absences in two consecutive terms, they may have to be dismissed.



Lateness

- ✓ Within the first 30 minutes of class, is a "late". 3 "lates" equals one absence. Missing more than 30 minutes of a lesson is an absence, not a late.



Appeal

- ✓ In the extreme and rare case that you feel your grades, or progression was not fairly and/or accurately assessed, you may apply for an appeal process by speaking with your instructor immediately and beginning the process within the first 10 days of receiving a grade or progression result.

Expectations

- Attendance and active participation in all English and academic classes are required!
- Daily use of your Pace e-mail account is required, once you have enrolled!
- Understanding and paying all tuition (and other) bills in-full in a timely manner.
- Resolving all holds within the first two weeks of the semester.
- Participation in academic advising
- Participation in cultural and social activities
- Usage of available resources (tutoring)
- Speaking with your instructors to find out your grades in their classes
- **Submitting your own work on-time without using translation tools such as Google Translate**

Support



- ✓ English Tutoring
- ✓ English Workshop
- ✓ English Conversation Groups



- ✓ Professional Speech Tutoring



- ✓ Academic Tutoring



- ✓ Writing Center Tutoring



- ✓ International Buddy Program

Fall 2020 Semester Timeline

- If you for any reason need to leave Global Pathways, let your advisors know! If you do not, it can have severe consequences for your future studies anywhere in the U.S.

Deadlines for Fall 2020:

- Semester start and end dates: August 24, 2020 – December 5, 2020
- Add/drop deadline – September 1, 2020
- Health Insurance Waiver Form Deadline – September 25, 2020 (see <https://www.pace.edu/health-insurance>)
- Withdrawal deadline – November 1, 2020
- Tutoring start date: TBA, 2-3 weeks into the semester

Spring 2021 start and end dates: January 25, 2021 – May 15, 2021

To access Pace University's Academic Calendar (with dates classes will be off etc.), go to <https://www.pace.edu/events/academic-calendar>.

18

Grade	Quality Point	Percent
A	4	90-100%
A-	3.7	
B+	3.3	80-89%
B	3.0	
B-	2.7	
C+	2.3	70-79%
C	2.0	
C-	1.7	
D+	1.3	60-69%
D	1.0	
F	0	0-59%

Take a picture of this

Quality Point System

*An F grade will severely impact your GPA, but a W (withdraw) grade will not. If you need to leave the program mid-semester, let us know immediately, as withdrawals won't be possible later in the semester (exact date on future slide).

19

How to Calculate Your Global Pathways GPA

What would your GPA be if you got the following grades?

Reading and Vocabulary	A
Conversation and Listening	C-
Grammar and Writing	C
New York and the Visual Arts	B+
UNV 101	P

20

How to Calculate Your Global Pathways GPA

What would happen if you got the following grades?
Would you pass the first semester? Would you pass the second?

Term 1:

Reading and Vocabulary	B-
Conversation and Listening	C+
Grammar and Writing	D+
New York and the Visual Arts	A
UNV 101	P

Term 2:

Conversation and Listening	B-
Reading and Vocabulary	C
English Writing	A
Religions of the Globe	C+
Introduction to Computing	B

21

Patrick

Patrick doesn't find his classes particularly interesting, so even though he attends classes regularly, he never submits any of the work due in his class. What will happen to Patrick's grade in his class? Is he going to pass?



22



April

April is having difficulty understanding her professors during Zoom calls. She tried to look words up on her cell phone but still doesn't understand parts of the lesson. What should she do?

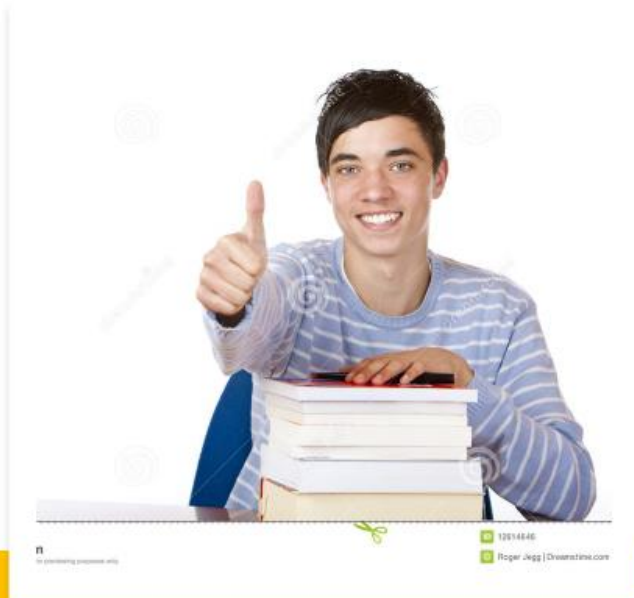
23

Anna

Anna wakes up with a cold and cannot go to her classes because she's afraid of getting other students sick. However, she has a major test in class today. What should Anna do?



24



Nick

Nick has not been doing his homework for the past two weeks. He now realizes that this wasn't a very good idea, as half of the assignments were already due last week, and the rest is due tomorrow. What can Nick do to improve his situation and salvage his grades?

25

Let's Review Our Questions

Let's discuss the following questions...

1. What is GP?
2. Who registers you for courses?
3. How long is the fall semester?
4. Where is the best place to find your class schedule?
5. What is a HOLD and where can you find them?
6. When is your fall semester bill due?
7. What happens if you do not pay your bill on-time or do not resolve your HOLDS?
8. What are the Pathways progression requirements?
9. What happens if a student does not meet all of the progression requirements?
10. What is the attendance policy?
11. What happens if you don't attend class?
12. How often should you check your PACE email?
13. Who do you talk to if you need help?



Mackenzie Lirakis,
Academic Director
mlirakis@pace.edu



Martin Molden,
Undergraduate
Program Coordinator
mmolden@pace.edu



Joanna Lockspeiser,
Graduate Program
Coordinator
jlockspeiser@pace.edu



GP Academic Staff

Global Pathways Curriculum and Schedule

Fall 2020 Orientation



Terms (Semesters) in Global Pathways

- 3 terms - Basic
- 2 terms - Intermediate
- 1 term - Advanced

Fall and Spring semesters are 15 weeks long. Summer is 12 weeks long. Summer credit-bearing courses last only 6 weeks.

Academic Opportunities for Lubin Graduates I

BUS 043/ENG 040

International students studying at Lubin are required to complete and pass a seven-week, pass/fail course in Business Communications. Student can qualify to take ENG 040 during their last semester of pathways if they meet the requirements below:

- **Maintain an overall GPA of 3.2 or higher**
- **Pass the GMAT with a 510 or higher**

4

Academic Opportunities for Lubin Graduates II

Graduate Assistantship

Eligible student who are offered positions will support faculty research and related academic projects relevant to courses of study at Lubin. Students receive 6 credits of tuition reimbursement and a stipend. GP students can apply for this assistantship once they matriculate at Pace University and have completed one term. Other requirements include:

- Minimum registration of 8 fall/spring credits
- Minimum undergraduate GPA of 3.0
- Once enrolled, a minimum undergraduate GPA of 3.5
- Minimum GMAT score of 550 or equivalent from the GRE exam
- A passing grade in BUS 040 within first semester
- Graduate Assistantship application and resume submission

5

Graduate Global Pathways Curriculum – Lubin School of Business

- **3 GP Terms:** 5 English courses
3 ELI 080-level courses + 1 ELI elective + ENG 040
- **2 GP Terms:** 4 English courses + 1 academic course
3 ELI 091/086-level courses + 1 ENG 040
- **1 GP Term:** 2 English courses + 1 academic course
ELI 092B, ELI 092C

8

Graduate Global Pathways Curriculum – Seidenberg School of Computer and Information Studies

- **3 GP Terms:** 3 English +1 academic course
3 ELI 070-level courses
- **2 GP Terms:** 3 English + 1 academic course
3 ELI 080-level courses
- **1 GP Term:** 3 English +1 academic course
ELI 091A, ELI 091S + 1 ELI elective

11



Note:

- **All NEW Graduate students will take the Academic Success Series of Workshops.** *Summer exception*
- While in Pathways, all students are registered for courses by their Pathways academic advisor (students cannot register themselves);
- All academic Pathways courses are worth 3-4 credits;
- **The Pathways curriculum is fixed. Schedule changes are NOT possible.**
- In order to move to the next level of Pathways, students need to meet **ALL** of the Pathways progression requirements each semester (more information on next slide);
- If a student does not meet **ALL** of the academic requirements, they might have to repeat some or all of the courses and might **NOT** be able to take academic courses in their next term;
- **If a student does not meet all of the academic requirements during two consecutive semesters, they will have to leave the program.**

12

Progression Requirements

At the end of each Pathways term/semester:

- **English (ELI) + Academic:** 2.70 GPA accumulative average or above for all courses, equally weighted, within each given semester.
 - Graduates: should maintain GPA of at least 3.0 (on a 4.0 scale) for academic courses
- **Graduate Workshop:** final semester grade of "P" (passing). **determined by attendance**

IMPORTANT:

- **Final class grades are determined by:**
 - homework assignments submitted on time;
 - mid-term tests and exams;
 - final tests/papers/projects
 - participation
- Unauthorized withdrawal from classes will result in failing all classes AND in a terminated F-1 SEVIS record and a requirement to leave the U.S. immediately.

14

English Language Tutoring Services



22%

GPA

Students who signed up for tutoring increased their GPA by **22%** on-average per semester.



- **What is tutoring?**

When you sign up for tutoring, you get to see a tutor one-on-one for one hour per week. They can help you improve in all areas of English

- **How much does it cost and how do I sign up?**

Tutoring is totally **free**, and since you're all Global Pathways students, you get to sign up before anybody else. Sign up by scheduling to meet with Martin Molden at mmolden@pace.edu (undergraduate students) or with Joanna Lockspeiser at jlockspeiser@pace.edu (graduate students)



ATTENDANCE

17%

Students who attended tutoring regularly, achieved **17%** higher GPA than those who did not.



90%

DEMAND

...of tutoring time slots are taken within the first four weeks of the semester, so sign up ASAP!



15

Grade	Quality Point	Percent
A	4	90-100%
A-	3.7	
B+	3.3	80-89%
B	3.0	
B-	2.7	
C+	2.3	70-79%
C	2.0	
C-	1.7	
D+	1.3	60-69%
D	1.0	
F	0	0-59%

Take a picture of this

Quality Point System



*An F grade will severely impact your GPA, but a W (withdraw) grade will not. If you need to leave the program mid-semester, let us know immediately, as withdrawals won't be possible later in the semester (exact date on future slide).

16

Student Responsibilities – You Are Responsible For:

- Understanding your schedule and attending ALL classes and advising sessions
- Understanding and meeting progression requirements. Understanding the rigor of the Pathways Program.
- Understanding and paying all tuition (and other) bills in-full in a timely manner.
- Understanding and resolving ALL holds in a timely manner (2 weeks after the semester start date)
- Checking your Pace e-mail account and reading/responding to ALL e-mails on a **DAILY** basis
- Maintaining your F-1 status:
 1. Full-time course load every semester
 2. Attendance in all classes
 3. Unapproved employment is prohibited
- Communicating with all of your instructors and your academic advisor about any difficulties you encounter in class
- **SEEKING ASSISTANCE AND ASKING QUESTIONS WHEN YOU HAVE THEM!**

19

Fall 2020 Semester Timeline

• **If you for any reason need to leave Global Pathways, let your advisors know!** If you do not, it can have severe consequences for your future studies anywhere in the U.S.

- **Deadlines for Fall 2020 classes:**
- **Semester start and end dates: August 24th – December 5th, 2020**
- **End of in-person learning: November 25th (Thanksgiving Break)**
- **Add/drop deadline: TBA**
- **Health Insurance Waiver Form Deadline: September 25, 2020**
- **Withdrawal deadline: TBA**
- **Tutoring start date: TBA**

• **Spring 2021 start and end dates:** January 25, 2021 – May 15, 2021

To access Pace University's Academic Calendar (with dates classes will be off etc.), go to <https://www.pace.edu/events/academic-calendar>.

20

Checking Your Schedule in Your Pace Portal

In order to check your schedule, please follow these steps:

1. Log into your Pace Portal at <http://portal.pace.edu>.
2. Click '**Students**' in the panel on the left
3. Scroll down and click '**Registration, Grades and Tuition Schedule**'
4. Scroll down and click '**Student Schedule**'
5. Select the term for which you would like to see your schedule
6. Click '**Submit**'

Remember: 'R' stands for Thursday, 'TR' stands for Tuesday AND Thursday

23

Nick

Nick wakes up with a cold and cannot attend class. However, he has a major test in class today. What should Nick do?



25



April

April is having difficulty understanding her professors during Zoom calls. She tried to look words up on her cell phone but still doesn't understand parts of the lesson. What should she do?

26

Anastasia

Anastasia is signed up for both tutoring and regular advising, but even though both are very beneficial to her, she keeps on forgetting her appointments and end up getting several absences. What are some things Anastasia could do to make sure she attends her future tutoring and advising appointments?



27



Anna

Anna has not been doing her homework for the past two weeks. She now realizes that this wasn't a very good idea, as half of the assignments were already due last week, and the rest is due tomorrow. What can Anna do to improve her situation and salvage her grades?

28



Mackenzie Lirakis,
Academic Director
mlirakis@pace.edu



Martin Molden,
Undergraduate
Program Coordinator
mmolden@pace.edu



Joanna Lockspeiser,
Graduate Program
Coordinator
jlockspeiser@pace.edu



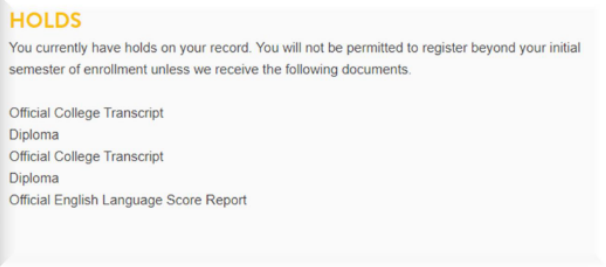
GP Academic Staff

Official Documents and Holds



Holds

- If you have not submitted official documents you may see this screen on your student portal
- Holds prevent class registration
 - Will become active midway through Fall 2020 semester





Types of Academic Holds

- Final secondary school transcript from an accredited U.S. or international school indicating **date of graduation**
- Secondary school diploma/completion-leaving certificate from an accredited U.S. or international school indicating **date of graduation**
- Transcripts from every accredited college or university attended (not just degree granting institutions)
- An associate or bachelor's degree from an accredited college/university in the U.S. and the diploma
- Test scores (GRE/GMAT/TOEFL/IELTS/PTE/SAT/ACT)



How to Remove Holds

- Documents must be sent either to Pace University, directly from the academic institution/test center electronically or by mail, or forwarded by the applicant in **closed/sealed envelopes** from the academic institution/test center.
- Transcripts are considered official only if they are sent directly to Pace University from the educational institution of origin, or forwarded by
 - Any [NACES-accredited](#) translation evaluator (*preferred*) OR
 - The student's Ministry of Education OR
 - A U.S. consular officer OR
 - An [EducationUSA](#) adviser OR
 - The [Institute of Foreign Credential Services](#)



Where to Send Documents



- Physical Documents
Office of Admissions
One Pace Plaza
New York, NY 10038
*There may be a one to two week processing time due to COVID19



- Via Email
 - ccorbettfrank@pace.edu



- If you have sent your documents but still have holds please forward any confirmation to the above email.