PRE-ORIENTATION INFORMATION

Please read each item below and take any appropriate action in preparation for your studies to begin the Spring 2014 term.

Housing

If you are not from the Boston area, finding housing is an important and sometimes challenging task. Most graduate students live off campus. Students may search for housing, sublets, and roommates by using NEU’s Off Campus Student Services Office.

Link: http://www.northeastern.edu/offcampus/

Also go to our new student info. page to watch a short video on housing (scroll down the page and click the video icon).

Link: http://www.coe.neu.edu/gse/admissions/newstudent.html

Set Up Your myNEU Account

Get familiar with your myNEU account. Most functions and services related to your academic experience at NEU (i.e. your courses, your student account, etc.) you will find under the Self-Service tab. Under the myNEU Central and Community tabs, you will find information on upcoming events. Also use your myNEU account to access your Husky g-mail account.

Link: http://myneu.neu.edu/cp/home/displaylogin

If you have not set up your myNEU account, login to your electronic application to find the instructions to do so.

Link: https://app.applyyourself.com/AY ApplicantLogin/fl_ApplicantConnectLogin.asp?id=neu-grad

Information on Course Registration & Pre-Registration

Many of our programs ask their new students not to register for courses until on or after the new student orientation on January 3. If your department/program of acceptance would like you to register, you will receive a separate email with instructions. If you have questions or concerns about this matter, please direct them to the professor or person named on your acceptance letter as your initial academic point of contact.
Pick Up Your Husky Student ID Card

If you have already registered for classes, you may pick up your Husky ID card. Click here for a link of locations.

Link: http://www.northeastern.edu/huskycard/about/locations.html

Immunization, Health Insurance, and Wellness/Safety

We are sorry, but the Graduate School of Engineering cannot answer questions related to immunization and health insurance. For questions regarding the NEU Student Health Plan go to:

Link: http://www.northeastern.edu/nushp/

Regarding NEU’s immunization requirements, please go to the following link, direct questions to the University Health and Counseling Services office (617-373-2772), and complete the following form according to their instructions:

Link: http://www.northeastern.edu/uhs/PDF/2013%20health%20report.pdf

Return the completed form by mail, email (UHCS@neu.edu) or fax (617-373-2601) as soon as possible.

No Smoking Campus Policy

Please note that as part of NEU’s ongoing efforts to create a healthy campus environment, on August 12, 2013 the University will adopt a new smoke-free policy, prohibiting tobacco smoking anywhere on campus – inside and out. For more information, please visit:

Link: http://www.northeastern.edu/smokefree/

Questions associated with this policy can be sent to: Smokefreeinitiative@neu.edu

Things To Do After You Arrive

Take a tour. Anyone can take a tour of campus almost any day, at any hour. Keep in mind that these campus tours are mostly geared towards undergraduate students and their families. But the tour is a nice way to see Northeastern’s campus if you are not familiar with it. For undergraduate campus tours, click on the following link and click on the Explore Northeastern - Information Session & Campus Tour and Additional Tour Options areas.

Link: http://www.northeastern.edu/admissions/visitcampus/index.html
Visit ISSI, if you are an international student.

Link: [http://www.northeastern.edu/issi/](http://www.northeastern.edu/issi/)

Visit the Curry Student Center in Ell Hall, where you'll find places to eat, a Game Room, and an Art Gallery, among other things.

Link: [http://www.northeastern.edu/campusmap/](http://www.northeastern.edu/campusmap/)

**Registration Webinars**

Most academic departments request that new students not register for courses until on or after the new student orientation on January 3. If your department/program of acceptance would like you to register, you will receive a separate email with instructions. Meanwhile, in preparation to register for courses, please watch the following two webinars on (1) how to search for courses, and (2) how to add or drop courses using your myNEU student account which links to NEU's student records and registration system, otherwise known as Banner.

Class schedule search:

Link: [http://www.northeastern.edu/registrar/webinar-search.html](http://www.northeastern.edu/registrar/webinar-search.html)

Class add/drop:

Link: [http://www.northeastern.edu/registrar/webinar-adddrop.html](http://www.northeastern.edu/registrar/webinar-adddrop.html)

**Managing Your Email to Receive Important Communications**

It is important that you get into the habit of logging into your myNEU account to check your new Husky Gmail account. After logging in, look for the Gmail icon in the upper right hand corner of the screen. You may find that there are already important emails waiting in your account. With that said, given that most people have at least two if not several email accounts (i.e. yahoo, gmail, etc.), you may wish to forward your personal email to your Husky Gmail account or vice versa. Note that your Husky Gmail account can be configured to automatically forward incoming mail to another address if desired. To learn the steps to do this, login to your Husky Gmail account, and look for a gear icon in the upper right hand corner of the page to begin the process. Click here to access your myNEU account:

Link: [http://myneu.neu.edu/cp/home/displaylogin](http://myneu.neu.edu/cp/home/displaylogin)
Completing Your Admissions File

If you have not done so already, arrange to complete your official admissions file by mailing to us your final, official university transcripts or certificate of completion that evidences all of your university-level courses, credits, and grades (or marks) from any and all colleges or universities that you have ever attended. This documentation should include evidence of the completion of your undergraduate (or bachelor's) degree, and any graduate degrees (i.e. master's) that you have completed or will complete by late December 2013 (i.e. include your diploma or provisional certificate that evidences your degree and date of conferral if this information does not appear on your transcripts/marksheets). Note that because of the volume of documents that we receive and process, it is best if you arrange to mail them to the below address. However, some new students will bring official copies of their documents and submit them to us upon their arrival. This is generally okay with us, but if you do this, please make photo copies of all your official, original documents; then bring the official, original documents AND the photocopies of same with you to the new student orientation session January 3. If you submit the originals and photocopies together, we will return the originals to you a few weeks later. If you only submit the originals, note that the documents will become the property of NEU and cannot be returned to you. If documents are in a language other than English, please arrange to submit official translations.

If you were required to take the GRE, TOEFL, or IELTS as part of our admissions process, please arrange to send to us your official scores via ETS (code 3665) or the appropriate testing agency.

If you have made the above arrangements already, ignore this message, and note that it may take us several more weeks to update our records.

Mailing Address:

130 Snell Engineering Center
Northeastern University
360 Huntington Avenue
Boston, MA 02115, USA
Information for Students Who Cannot Attend Orientation

If you fit into one of the following categories, it is not necessary for you to attend the new GSE student orientation on January 3: (1) virtual or online students pursuing the Energy Systems or Engineering Management program; (2) satellite campus students (i.e. Seattle, Charlotte); (3) part-time, working students; (4) students who have attended a GSE new student orientation in the past; and (5) international students who have special permission to arrive late for the Spring 2014 term (see below for more information on this topic). All other newly admitted students should make every effort to attend the orientation on January 3. If you cannot attend for some other reason or conflict, please do not worry. Shortly after January 3, we will make the power point slides from the orientation session available on our new student page:

Link:  http://www.coe.neu.edu/gse/admissions/newstudent.html

Otherwise, the most important thing to do when you arrive is to contact the person named on your admission letter as your initial academic point of contact regarding your program of acceptance (and if you are an international student, visit the international student office (ISSI) to go through their immigration clearance process):

Link:  http://www.northeastern.edu/issi/immigration.html

Late Arrivals - For International Students Only

International students on a J-1 or F-1 visa are required to arrive to campus no later than January 3, which is the date published on the I-20/visa. However, students who are coming to Boston from abroad sometimes have to arrive after January 3 because of unavailability of international flights or because of visa administrative processing delays. If you cannot arrive to Boston by on or before January 3, please send an email to j.hengel@neu.edu with an explanation of your situation and an estimated date when you plan to arrive. If you already did this recently, please ignore this message, as we will send to you a late arrival approval letter via email very soon.

Graduate Cooperative Education (Co-op) Program

Each year many graduate engineering students compete for available Graduate Cooperative Education (Co-op) positions to gain industrial experience. Please note that the process is competitive, positions are not guaranteed, and requirements apply. You will hear more about the Co-op program at the orientation program scheduled on January 3. You are encouraged to read about our Co-op program ahead of time if interested. Please especially read the sections on Eligibility, and Rules and Restrictions.

Link:  http://www.coe.neu.edu/gse/coop/index.html
Gordon Engineering Leadership (GEL) Program

GEL is a leadership development program housed in the College of Engineering that is specifically designed for engineers. The GEL program can be combined with most of the MS degree programs offered via the Graduate School of Engineering. Otherwise, the most important thing to know as new students is that (1) GEL exists as a program option for many of our students; and (2) GEL is selective and requires a separate application process. You will hear more about the GEL program at the orientation program scheduled on January 3. Congratulations to our incoming GEL class! For more information:

Link: http://www.northeastern.edu/gordonleadership/prospective-students/

ACADEMICS AT NORTHEASTERN

One of the most important priorities that a new graduate student can make is a commitment to high academic performance, honesty, and integrity. We expect you to study hard, to get good grades, and to graduate successfully. And most of our graduate students do. But each year some run into academic difficulties. Please read about the below topics to know what is expected.

Academic Requirements

To qualify for any degree from the Graduate School, a student must attain a cumulative Quality Point Average (QPA) of 3.000 or higher with no more than eight semester hours below the grade of B- in all courses applied toward that degree. To learn more about academic requirements go to:

Link: http://www.coe.neu.edu/gse/students/academic_policies.html#34

Academic Probation Policy

Note that all graduate students are subject to the University policy regarding Minimum Cumulative Grade-Point Average. Graduate students are expected to maintain a cumulative GPA of 3.000 or higher each term to remain in good academic standing and to progress toward graduation. Students falling below a cumulative GPA of 3.000 are placed on academic probation for each academic term in which the cumulative GPA is below 3.000. For more information about this important topic, go to:

Link: http://www.coe.neu.edu/gse/students/academic_policies.html#35
Academic Honesty & Integrity

A commitment to the principles of academic integrity is essential to the mission of Northeastern University. To this end, the University has established an Academic Integrity Policy to which all students are subject. Suspected incidences of academic dishonesty will be reported to the Office of Student Conduct and Conflict Resolution. Cheating, fabrication, unauthorized collaboration, facilitating academic dishonesty, participation in dishonesty, multiple submissions, and all forms of plagiarism are considered violations which may result in immediate dismissal from the Graduate School and the University. For more information, go to:

Link: http://www.northeastern.edu/osccr/academicintegrity/index.html

Registrar's Office 2013-2014 Graduate Semester Academic Calendar

-Jan. 6 is the first day of Spring 2014 classes.

-Jan. 19 is the last day to add a course.

-Jan 20. is Martin Luther King, Jr. Birthday holiday, no classes.

-Jan. 27 is the last day to drop a full-semester spring class without a W grade.

Bookmark the following calendar page, because you will refer to it in the future: http://www.northeastern.edu/registrar/cal1314-gs-exp-s.pdf

For more information on course schedules, course descriptions, acquiring and using your Husky Student ID card, go to: http://www.northeastern.edu/registrar/

The University Graduate Catalog

This important document contains Northeastern University's primary statements about student academic life, conduct, and the responsibilities of students and the University to one another:

Link: http://www.coe.neu.edu/gse/students/catalog.html

Student Services Highlight: Career Services

The Princeton Review has named Northeastern as as having one of the best career services offices with a ranking in the top four nationally for five consecutive years, including three years at with the number one ranking. For more information on career services for graduate students, go to:

Link: http://www.northeastern.edu/careerservices/services/graduate-students/
In addition, increasingly Northeastern engineering graduate students are taking courses online and via video streamed format. If you are an engineering graduate student who is not in the Boston area, go to the following link for career services for distance learners:

Link: http://www.northeastern.edu/careerservices/services/distance-learners/

Check Your Official Decision Letter

As always, we encourage you to login to your electronic application to read your entire decision letter carefully, and to take any appropriate action.

Link: https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=neu-grad