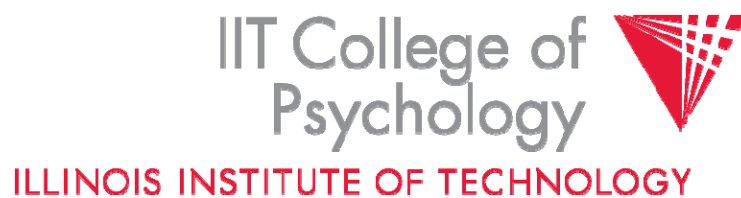


# **College of Psychology**

## New Graduate Student Handbook

2011



**Welcome to the Institute of Psychology** at Illinois Institute of Technology! We are excited that you have decided to pursue your graduate education with us. This guide is designed to help you prepare for your time here. In it, you will find information on academics, the university, and life as a graduate student. We hope that this will help facilitate an easy transition into your new program.

**Before you arrive:***Immunization Requirement*

Illinois state law requires that students enrolled in colleges and universities be immunized against certain communicable diseases. For that reason, students are required to submit proof of immunization to the Student Health Center. Individuals who are not properly immunized or who do not have proof of immunization may receive the required immunizations at the Student Health Center for a nominal fee. Visit [http://www.iit.edu/student\\_health/immunization.shtml](http://www.iit.edu/student_health/immunization.shtml) to print a copy of the Certification of Immunization Form.

*Health Insurance Requirement*

Illinois state law requires that full-time students carry health insurance. Such students are automatically enrolled in IIT's Student Health Insurance program upon registration. If you currently carry equivalent or greater levels of coverage, you can request a waiver of the health insurance fee. More information, including coverage specifics, can be found at [http://www.iit.edu/student\\_health/insurance/](http://www.iit.edu/student_health/insurance/).

*New Student Computing Guide*

The Office of Technology Services has put together a guide for new students. It includes information on computer IDs and passwords. Visit [http://www.iit.edu/ots/pdfs/new\\_student\\_guide\\_09.pdf](http://www.iit.edu/ots/pdfs/new_student_guide_09.pdf) to look it over.

*Frequently Asked Questions: E-mail*

The Office of Technology Services hosts a number of FAQs on its website, <http://www.iit.edu/ots/>. Included is a page about your IIT email: <http://www.iit.edu/ots/support.shtml>.

*Housing*

The Housing Office is in charge of on-campus housing, including apartments for graduate students. Information such as floor plans, rates, and applications can be found on their website, <http://www.iit.edu/housing/>.

*Financial Aid*

The Office of Financial Aid assists new and continuing graduate students with gathering information about how to best finance their education. Call 312.567.7219 or visit [http://www.iit.edu/financial\\_aid/](http://www.iit.edu/financial_aid/).

**When you arrive:***Address/Personal Information Changes*

Visit

[http://www.iit.edu/registrar/student\\_records/update\\_personal\\_info.shtml](http://www.iit.edu/registrar/student_records/update_personal_info.shtml) for instructions on how to change your personal information. You can change

your permanent, local, work, or billing addresses online. However, any changes requested for name or student identification number must be done in writing.

#### *Student Identification Cards*

Access, Card, and Parking Services issues all university student identification cards. Please visit the Hawk Card website, <http://www.hawkcard.iit.edu>, for ID card information. You may also contact 312.567.8968 or visit the main campus in the Hermann Union Building.

#### *International Center Check-in*

All international students must report to the International Center within 48 hours of their arrival to Chicago. Please bring your I-20 form, I-94 card, passport, and SEVIS fee payment receipt with you for processing by the Center. Transfer students should also bring copies of their previous I-20. (Please note: All students holding F-1 or J-1 visas are required to register as full-time students.) Visit <http://www.iit.edu/~internat> for more information.

#### *Orientation*

Each program hosts its own orientation sessions. There, you will be assigned an advisor, register for classes, and learn more about your program and IIT. You will receive further information about your program's orientation later in the summer.

#### *Registration*

IIT's registration is largely online. It is accessible through myIIT, <http://my.iit.edu>, and through the Registration Information page, [http://www.iit.edu/registrar/registration\\_tools/](http://www.iit.edu/registrar/registration_tools/). They will also allow you to search the course schedule for each semester.

#### *Graduate-level Course Transfers*

If you have already completed part of your graduate education, certain courses might transfer to IIT. Speak with your advisor for more information.

### **Academics:**

#### *Academic Calendar*

IIT's Academic Calendar, [http://www.iit.edu/registrar/important\\_dates/](http://www.iit.edu/registrar/important_dates/), is full of important dates and deadlines. Please note that the Fall 2008 semester begins on August 21.

#### *Graduate Student Handbook*

The Graduate Student Handbook includes information on academics, procedures, and other essentials. It is located online at [http://www.iit.edu/graduate\\_college/pdfs/Graduate\\_Student\\_Handbook.pdf](http://www.iit.edu/graduate_college/pdfs/Graduate_Student_Handbook.pdf).

#### *International Student Handbook*

The International Student Handbook, [http://www.iit.edu/graduate\\_college/pdfs/Graduate\\_Student\\_Handbook.pdf](http://www.iit.edu/graduate_college/pdfs/Graduate_Student_Handbook.pdf), contains information on visas, arrival in the States, and housing for international students.

*Graduate Bulletin*

The Graduate Bulletin contains a variety of important information about the university, including procedures and course listings. The 2006-2008 Bulletin is online at [http://www.iit.edu/graduate\\_college/bulletin/](http://www.iit.edu/graduate_college/bulletin/).

*Program of Study*

Sample programs of study can be found on your respective program's website.

*Web for Students*

Web for Students is now a part of myIIT and serves as a portal for managing your personal and academic information. You can register, change your address, and check your grades at <http://my.iit.edu>.

*Tuition Payments*

Information about payment of tuition, tuition deferment, payment plans, and alumni vouchers may be found at <http://www.iit.edu/bursar/>.

**IIT Campus:***Directions to Campus*

IIT's main campus is easily accessible, located off of the Dan Ryan Expressway and close to public transportation. View [http://www.iit.edu/about/directions\\_main\\_campus.shtml](http://www.iit.edu/about/directions_main_campus.shtml) for more specific directions.

*Campus Map*

A map of the main IIT campus can be found here: [http://www.iit.edu/about/campus\\_map.shtml](http://www.iit.edu/about/campus_map.shtml).

*Parking*

Access, Card, and Parking Services is in charge of all parking on campus. Their website, <http://www.iit.edu/~parking>, includes information about where to park on campus and how to appeal a parking ticket.

*IIT Shuttlebus*

The IIT Shuttlebus will take you from the main campus to the Stuart School of Business and Metra stations. More information can be found at <http://www.iit.edu/directory/shuttlebus.html>.

*Finding Your Way Around*

Psychology has put together a list of important buildings and services around campus, to help you get adjusted to IIT: <http://www.iit.edu/psych/resources/finding-your-way-around/>.

*Finding Your Way Around*

Psychology has put together a list of important links for finding off-campus housing in Chicago: [http://www.iit.edu/psych/resources/housing\\_in\\_the\\_city.shtml](http://www.iit.edu/psych/resources/housing_in_the_city.shtml).

*On-Campus Employment*

The Institute of Psychology hires work study eligible students for office work and projects (inquire in the office). Also, IIT's Career Management Center

<http://www.cdc.iit.edu/students/oncampusJobsForStudents.asp> has listings of on-campus job openings.

#### *IIT Classifieds*

Visit IIT Bazaar, <http://bazaar.iit.edu>, for classified ads, including moving sales, roommate searches, and used textbooks. You can also post your own ad for the IIT community.

### **Chicago:**

#### *About the City*

IIT has compiled a list of online guides and links about the city of Chicago. These can be accessed here: <http://www.iit.edu/about/chicago.shtml>.

#### *Public Transportation/U-Pass*

The Chicago Transit Authority runs the El trains and buses around Chicagoland. Their website is located at <http://www.transitchicago.com>. Also, as a full-time student at IIT, you will receive a U-Pass. This is renewed each semester and allows you unlimited travel on the CTA.

#### *Chicago Neighborhoods*

Chicago is split into numerous neighborhoods. These are outlined on the City of Chicago website, at <http://www.explorechicago.org/city/en/neighborhoods.html>. You can find more information on the individual neighborhoods through the various rental agencies serving the city and on Wikipedia, [http://en.wikipedia.org/wiki/Neighborhoods\\_of\\_Chicago](http://en.wikipedia.org/wiki/Neighborhoods_of_Chicago).