



The International Student's Guide to Elms College

Dear New International Student,

Welcome, and congratulations on your enrollment at Elms College! This is the beginning of a very exciting journey for you, and we are pleased you chose us for your higher education studies! We hope that this finds you eager to learn about Elms College, American Culture, and your field of study. You will bring an irreplaceable perspective to the Elms College community, and we are looking forward to the experience and culture that you will bring to us.

This handbook has been designed to help you prepare for your arrival and first semester at Elms College. Let this serve as a map for your road to success as a college student. While we have done our best to provide you with all the information you need prior to your arrival in Chicopee, please do feel free to contact us with any additional questions that you may have in the weeks leading up to, and following your arrival at Elms College. Our office is located on the second floor of the Mary Dooley College Center and we can be reached using the information provided below.

We look forward to working with you!

Joyce

Joyce Hampton
Director of ESL/ International Programs
413-265-2423
hamptonj@elms.edu

Jillian

Jillian Brown
Latino Academic Success Coordinator
413-265-2462
brownjillian@elms.edu

International Programs Office
Elms College
291 Springfield Street
Chicopee, MA 01013
USA



Pre Arrival Information

For Immigration (Note: If you are traveling from Puerto Rico the following does not apply):

- **Valid Passport** (Your passport should be valid for at least 6 months beyond your arrival date into the United States)
- As soon as you receive your **I-20 and supporting documents**, please pay the SEVIS I-901 fee at: (<https://www.fmjfee.com/index.jhtm>) and then schedule an appointment at the U.S. Consulate or Embassy to apply for your **F-1 student visa**. It is important that you do this quickly as procedures are more stringent than ever before, and we need to have time in case they ask you for any additional information.

For Elms:

- If living on campus; **housing deposits must be paid by May 1st**
- **Complete all required Medical Forms** (available to download at <http://www.elms.edu/about/wellness.htm>) by **August 1st**
- **Pay Fall fees and bills.** Questions regarding student accounts should be directed to Suzanne Balicki at 413-265-2412 or suzannebalicki@elms.edu. All Fall bills should be paid by August 2nd. This includes insurance waivers if you have your own health insurance that will cover you while you study in the United States. This can be done at www.universityhealthplans.com. If you do not waive the insurance you will automatically be charged for these services.
Questions regarding your Financial Aid can be answered by the Financial Aid Office at 413-265-2249 or finaid@elms.edu.

Once you have your F-1 student visa, plan your travel:

- Order flight ticket
- Inform the International Programs Office of Arrival information
- Make arrangements for temporary housing (if arriving prior to September 2nd)
- Make transportation arrangements to Elms College if flying into an airport other than Bradley International Airport (BDL) in Hartford, Connecticut.

Items that you cannot fit in luggage can be mailed to arrive one week ahead of time to the following address:

**Your Name (New Student)
Elms College
291 Springfield Street
Chicopee, MA 01013
U.S.A**



When you arrive the weather will probably be around 80° F or 27 °C. In general, the weather is fairly warm through September and will then begin to get cooler. Because of its location in the northeastern part of the country, winter temperatures often go below freezing, 32°F or 0°C, and Elms College will get a lot of snow between November and February. You will be able to purchase winter clothing here, or you may want to have it mailed from home. It is a good idea to pack clothes that can be layered, as you will be walking to classes on campus.

American students usually dress informally; wearing jeans, t-shirts, button down shirts, and sweatshirts. However, there will be occasions where you will want to dress up. This means a dress for young women and dress pants, dress shirt, and tie, for young men.

Suggested Clothing Includes:



- Sweaters, sweatshirts, and jackets
- Long and short sleeved shirts/blouses
- Underwear, socks, tights
- Skirts/dresses
- Pants, jeans, sweatpants, and shorts
- Pajamas, bathrobe
- Swim suits
- Sneakers, sandals, dress shoes, boots (for rain or snow)
- Mittens, hats, scarves
- Jewelry/accessories
- National or traditional dress

Essential Items:

- Pillow, blankets, sheets (these items will be provided from the college **for your first week** at Elms; however, they will need to be returned and it will be your responsibility to provide your own for the rest of your time here.)
- Towels
- Hangers, laundry basket/bag
- Hair dryer (110 volt)
- Hair brush/ comb
- Prescription and over the counter medicines
- Toiletries: shampoo, soap, body lotions, lip balm, etc.
- Personal items from family and friends to make you feel at home.

Non-Essential Items:

- A good dictionary/ thesaurus
- Storage boxes/trunks
- Bulletin or message board for your door
- Gym bag (for overnight trips)
- Key chain
- Computers (high speed internet is available in residence halls, however, there are also many computer labs available for student use)
- USB travel drive



**Many of these things can be purchased upon arrival in Chicopee at nearby stores. We will go shopping as part of our International Student Orientation.*

Arrival at Elms College

International Student Orientation will begin on September 3, 2010. We recommend that you arrive on September 2nd at which time, the Office of International Programs will provide you with transportation from Bradley International Airport, in Hartford, CT if we are notified of your travel itinerary prior to August 16th . We highly recommend that you utilize this airport, as it is about 30 minutes from the college.

Please note that residence halls are not open until September 2nd, and if arriving prior to this date, you will need to plan for temporary housing.

How to reach Elms College...

from Bradley International Airport: (<http://www.bradleyairport.com>)

As previously mentioned we strongly advise you use Bradley International Airport as your final destination when traveling to Chicopee. The identification code for the airport is BDL, and hosts flights through Delta, Continental, United, US Airways....

If you cannot participate in pickup from the International Programs Office Staff , or are traveling with a large group, the following are options are available to transport you from the airport to the college:

Taxis are available from the “Ground Transportation” area of the airport. Fare is about \$75, plus gratuity.

Rental Car Services are also available on site. Please refer to the Bradley International Airport website for details.

from Logan International Airport:

Boston is about a 2 hour drive from Chicopee. Peter Pan Bus lines run from Boston to Springfield and cost about \$40 per ticket. <http://www.peterpanbus.com>. You would then take a taxi from the Springfield us station to Elms College.

from John F. Kennedy Airport :

New York is about a 3 ½ hour drive from Chicopee. CT Limo offers services from JFK to Hartford, CT and cost is about \$95 per ticket. <http://www.ctlimo.com/>

Other Travel Information:

Please be advised when traveling to Elms College that you should plan to bring the following items in your carryon luggage:

- Passport, F-1 Visa, I-20, Acceptance Letter
- Small Amount of Cash in U.S. Dollars
- Contact Information for IPO Staff in case of problems or emergency
- A change of clothes (in case of lost luggage)

Important Information about Academics at Elms College

(Please refer to the Student Handbook for more in-depth explanation of policies and procedures)
<http://www.elms.edu/Downloads/handbook.pdf>

Full Time and Academic Standing:

Full-time student enrollment at Elms is a course load of 12-18 credits. Twelve (12) is the minimum number of credits completed in order to maintain full time status for Financial Aid, Housing, and Immigration purposes. Fifteen (15) is the average course load for students planning to graduate in four years.

Please note that Good Academic Standing is defined by Elms College as the following:

Credit Hours Attempted

1-15
16-30
31-45
46-59
60+



Minimum GPA Earned

1.6
1.7
1.8
1.9
2.0

Attendance:

As with most American colleges and universities, Elms College students are expected to attend all scheduled classes. Students are expected to have assignments and/or readings completed prior to the beginning of the class. Students will be held responsible for material and assignments from absences or late enrollment. At the discretion of the instructor, absences in excess of one-third of the total number of course meetings may result in the student's exclusion from the course.

Academic Honesty:

Elms College has a strict Academic Honesty Code of Conduct as stated on page 19 of the Student Handbook. Students who fail to abide by the guidelines stated in the Code of Conduct are at risk for failure of an assignment and/ or course and could face dismissal from the college.

Blazernet

Blazernet is the Elms College information system giving students access to academic schedules, course registration, account statements, grades, transcripts, history, and degree audits. Your Blazernet username and password will be mailed to you prior to your arrival on campus.

Manhattan Virtual Classroom

Manhattan is an online learning tool used by professors of Elms College, to contact students, turn in assignments, host class discussions, and serve as a portal for class communication. This username and password will also be provided for you by the college.

Living on Campus

(*Students who wish to live in private housing located off campus should make such arrangements **prior** to their arrival in Chicopee!)

There are three residence halls at Elms College; O'Leary, Rose William, and Devine Halls. All resident first year students will live in O'Leary Hall or Rose William Hall with a randomly assigned roommate unless otherwise requested in the application process. Each residence hall contains wireless internet, laundry facilities, floor lounges, and kitchenettes for student use. Students will be supplied with a bed, bureau, chair, and desk. Students are welcome to bring or buy a television, stereo, computer/printer, clock radio, fan, hot plates, and refrigerator no larger than 1.7 cubic feet. Additional furniture or cooking devices are not allowed in student rooms.

Each floor is assigned a resident advisor (or "RA") who will be in charge of enforcing residence hall and college policies. Resident advisors can also be used to address any questions or concerns you have as you adjust to living in the residence halls.

Guest Polices

- Resident students are allowed to sign in male and female visitors on Sunday-Thursday from 9:00am-11:00pm and Friday-Saturday 9:00am-2:00am.
 - Resident students who visit a hall in which they are not occupants are considered to be guests of that hall and must sign in (listing the person they are visiting).
Visiting resident students only need to be escorted after the times listed above and must sign out by 4:00am.
 - When signing in a guest, the following information must be logged at the sign in desk after showing a photo identification: resident's name, guest's name, room number, phone number (of resident), time of arrival/departure.
- Overnight guests must be of the same gender as the resident host and the resident cannot host guests more than three consecutive nights or more than five times per month.



Quiet Hours

- Out of consideration to others, resident students (and their guests) are expected to keep noise levels to a reasonable level in the building all hours of the day.
- Official quiet hours are 11pm-9am Sundays-Thursday and 2:00am-9:00am on Fridays and Saturdays.
- Twenty-four hour quiet is expected during finals week.



Drug & Alcohol Policies

- With accordance to the federal and state laws, Elms College prohibits the illegal possession, use, or distribution of any controlled drug or substance.
- If you are under 21 years old, you may not have **any** alcoholic beverages in your room, even for guests.
- If you are under 21 years old, you may **not be in the presence** of any alcoholic beverages.
- If you are 21 or older, you may not provide alcohol to underage residents.
- If you are 21 or older you may consume alcohol **in your room**. You may not store more than a 6-pack of beer **or** one liter of wine. There is to be no hard alcohol on College grounds.

Staying Over Breaks

- All Residence Halls are closed during Thanksgiving Vacation, Semester/Winter Break, Spring Break, and Easter Vacation.
- Should you need to stay on campus during Thanksgiving, Spring, or Easter vacation you must contact Residence Life staff **no later than one week** prior to the close of the buildings. **Please note, this service cannot be provided to those wishing to stay during Winter Break (December 17 through January 17).**
- Students staying in the Residence Halls during breaks are not permitted to have any guests in the building.
- Dining services will not be provided during College breaks.



All resident students and guests are prohibited from smoking and/or having pets in any Residence Halls on campus. Questions regarding policies are welcomed by the Residence Life Staff (listed below).



Director of Residence Life:

Patrick Carpenter carpenter@elms.edu (413)265-2461

Assistant Director of Residence Life

Elizabeth Fogarty fogartye@elms.edu (413)265-2260

Assistant Residence Director

Casey Whittaker whittakerc@elms.edu (413)265-2292

Dining at Elms College

Café Saint Joseph

The café located on the left when you enter the main entrance of the Mary Dooley campus center, has a wide variety of food and beverage options to serve you. Whether you're in need of a quick snack or a boost from an espresso based coffee beverage, you'll find what you're craving right there.

"All You Care to Enjoy Dining" (AYCE) in the Dining Hall

The dining room in the Mary Dooley Campus Center is an-all-you-care-to-enjoy facility. This means, using just one meal swipe you can go back as often as you like, ensuring your satisfaction at every meal.

Station Options:

Chef's Creation: an interactive station creating made to order meals

Home Zone: comfort foods that remind you of home

Vegetarian Bistro: animal-free fare with gourmet flair

Produce Market: a bounty of fruits and vegetables as well as freshly baked breads

Deli: made to order deli sandwiches and a variety of homemade side salads

Grill: innovative fare and international cuisines

Mediterranean Café: traditional pizza and pasta with a gourmet twist

Soup's On: homemade soups created fresh daily, always with at least on vegetarian or vegan option

Bake Shoppe: freshly baked cakes, pies, cookies and more to treat you sweet tooth at any time of the day

"Dining Dollars" Dining dollars supplement your meal allowance and can be used at both the dining hall and the café. They are valued dollar to dollar and save you the hassle of carrying cash or credit cards. Your account works like a debit card, simply swipe your card and the dollars are deducted from your account.

Dining Room Hours

Monday – Friday

Breakfast 7am-11am

Lunch 11am-4pm

Dinner 4pm-7:30pm

Late Night 7:30pm-10pm

Saturday

Breakfast 8am-11am

Brunch 11am-1:30pm

Dinner 4:30pm-6pm

Sunday

Continental Breakfast 9am-11am

Brunch 11am-1:30pm

Dinner 4:30pm-6:30pm

Off Campus Dining Options

A-1 Pizza (413) 594-6767

486 Springfield Street

Fairview Deli (413)598-8158

193 Fairview Ave

Munich House (413) 594-8788

13 Center Street

Subway (413) 592-0500

105 Center Street

Dunkin' Donuts (413) 592-2385

95 West Street

Dominos' Pizza (413) 827-8400

Delivery Services

Fruit Fair (small grocery store)

398 Front Street

Meal Plan Options

Residents have the following options available to them:

AYCE 200 *

This option includes 200 all you care to enjoy meals per semester plus \$100 in Dining Dollars

*This plan is automatically part of Room and Board fees.

AYCE Ultimate Value *

This option has unlimited all you care to enjoy meals per semester PLUS \$50 in Dining Dollars

*This plan costs an additional \$140 per semester.

Commuters have the following options available to them:

AYCE 100 (\$730)

This options has 100 all-you-care-to-enjoy meals plus \$100 Dining Dollars

AYCE 50 (\$370)

This options has 50 all-you-care-to-enjoy meals plus \$50 Dining Dollars

AYCE 20 (\$180)

This options has 20 all-you-care-to-enjoy meals plus \$50 Dining Dollars

Banking

Those students looking to open a bank account or utilize the services of banks in the area have a few options within walking distance from the campus.

Bank of America (0.4 miles from Campus) (800) 841-4000

Featuring "Campus Edge" checking accounts: no minimum balance requirement, only a \$25 initial opening deposit required, and free check card.



***Chicopee Savings Bank** (0.4 miles from Campus) (413) 594-6692

CSB Free Checking: \$20 minimum starting deposit, free checks, free debit/ATM card, no monthly service charges

**There is a Chicopee Savings Bank ATM located inside the College Center.*

Sovereign Bank (0.4 miles from Campus) (413) 592-2514

Featuring Student Checking: no minimum balance, no monthly fee, free incoming domestic and international wire/electronic transfers, for students 17-25

Communication

Most students at Elms College use email and cellular phones as their primary methods of communication.

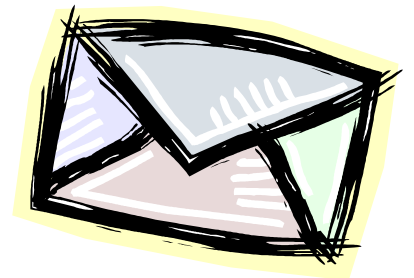
Email

All students of Elms are given an email address for personal and academic use. Your username and temporary password will be assigned to you and found in your campus mailbox upon arrival to the college. Faculty and Staff of the College will expect that you check your email regularly; most will use that as their primary contact with you.

There are also many options for free email addresses through domains such as Google, Yahoo, MSN, and Hotmail.

Postal Service – Campus Mailroom

All students will be assigned a campus mailbox used for on-campus and off-campus mail. Incoming packages will be stored in the mail room until you are ready for pick up. Any mail that a student needs to send can be done through the Mailroom located on the lower level of the College Center.



Faxes

Students who need to send or receive messages can use the fax number of the International Programs Office; (413)594-3951. All incoming faxes should include "Attention: International Programs Office".

Cellular Phones

Cellular phones are available with, or without contracts, through many surrounding vendors. This includes:



No Contract Carriers:

Target (Holyoke Mall), **Best Buy** (Holyoke Mall) *Phones range from \$15-\$220; Airtime/Texting/Minutes prices range by desired outcome. **RadioShack** (Holyoke Mall, Memorial Drive Chicopee)* Phone prices range from \$10-\$180; Airtime/Texting/Minutes prices range by desired outcome **AT&T** (www.attnocontract.com) **Verizon Wireless** (Holyoke Mall) *Phone prices range from around \$50-\$185; Airtime/Texting/Minutes prices range by desired outcome

Contract Carriers:

Verizon

Sprint

AT&T

*Most Contract Carriers will require a Social Security Number.

Living in the United States: Fitting in with Your Peers



Timeliness

If you would like to meet with someone (a faculty/ staff member, doctor, etc.) you will most likely need to make an appointment. Once your appointment has been made, the professional you are meeting with will set this time aside for you. It is extremely important that you arrive on time, and are prepared for your meeting. If you need to change the meeting, be sure to notify him/her by email or telephone.

Personal Space

The space between two people conversing will vary depending on cultural background. In the United States you will find that most people will stand about a foot away from each other when talking, and most often will not physically contact each other during conversation. If you have a question about how a person should be addressed, it is best to be honest and ask, "How would you like to be addressed?"

Greetings

While living in the United States, you will notice that most greetings will be with a friendly "Hello" or "Hi", and a handshake. The question "How are you?" is mainly used as a greeting, and can be answered, "Hi, I'm good". As you get to know some of your peers, you may find that they will hug upon greeting each other.



Smoking and Drinking

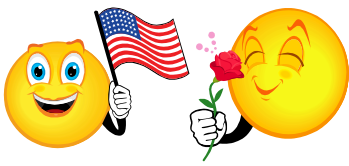
Smoking is not allowed in public buildings in the state of Massachusetts and you must be 18 years old with proper identification to purchase any tobacco product. The legal drinking age is 21 years old. This means that you must have proper identification to purchase and consume alcohol in any public place in the United States. Some area restaurants and bars may only allow adults 21 years or older during posted hours of the night.

For more information on cultural adjustment in America, visit the websites below or ask at the International Programs Office

<http://www.edupass.org>

<http://educationusa.state.gov/>

http://www.internationalstudentguidetotheusa.com/articles/c_american_culture.php



Popular American Holidays



Martin Luther King Day (Third Monday of January)

Martin Luther King Day is a federal holiday celebrated on the third Monday in January. The Reverend Martin Luther King, Jr. was an African-American clergyman who is recognized for his tireless efforts to win civil rights for all people through nonviolent means

Valentine's Day (February 14th)

Valentine's Day is celebrated on February 14. The day was named after an early Christian martyr, and on Valentine's Day, Americans give presents like candy or flowers to the ones they love. The first mass-produced Valentine cards were sold in the 1840s.

Washington's Birthday (Third Monday of February)

Washington's Birthday is a federal holiday observed the third Monday of February to honor George Washington, the first President of the United States. This date is commonly called Presidents' Day and many groups honor the legacy of past presidents on this date.

Easter (Spring Sunday)

Easter falls on a spring Sunday that varies from year to year. Easter is a Christian holiday celebrating the resurrection of Jesus Christ. For Christians, Easter is a day of religious services and the gathering of family. Many Americans follow old traditions of coloring hard-boiled eggs and giving children baskets of candy.

Memorial Day (Last Monday of May)

Memorial Day is a federal holiday observed the last Monday of May. It originally honored the people killed in the American Civil War, but has become a day on which the American dead of all wars, and the dead generally, are remembered in special programs held in cemeteries, churches, and other public meeting places. The flying of the American flag is widespread.

Independence Day (July 4th)

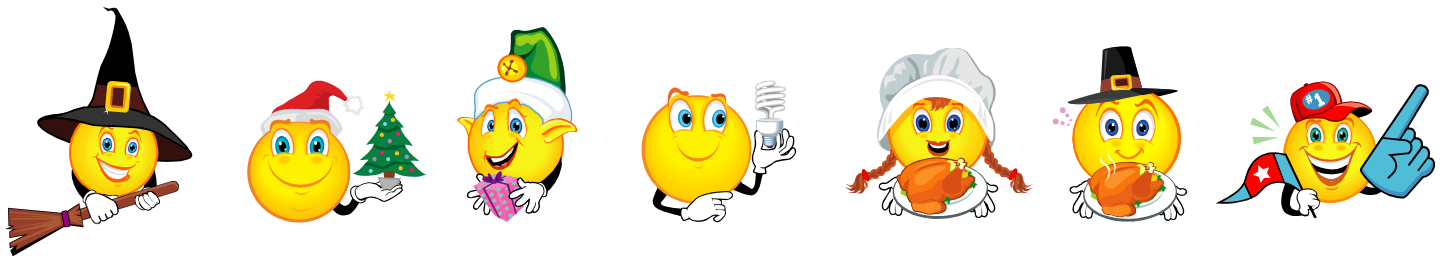
Celebrated on July 4, this federal holiday honors the nation's birthday - the adoption of the Declaration of Independence on July 4, 1776. It is a day of picnics and patriotic parades, a night of concerts and fireworks. The flying of the American flag is widespread.

Labor Day (First Monday in September)

Labor Day is the first Monday of September. This federal holiday honors the nation's working people, typically with parades. For most Americans it marks the end of the summer vacation season and the start of the school year.

Columbus Day (Second Monday of October)

Columbus Day is a federal holiday celebrated on the second Monday in October. The day commemorates October 12, 1492, when Italian navigator Christopher Columbus landed in the New World. The holiday was first proclaimed in 1937 by President Franklin D. Roosevelt.



Halloween (October 31st)

Halloween is celebrated on October 31. On Halloween, American children dress up in funny or scary costumes and go "trick or treating" by knocking on doors in their neighborhood. The neighbors are expected to respond by giving them small gifts of candy or money.

Veterans Day (November 11th)

Celebrated on November 11, Veterans Day was originally called Armistice Day. This federal holiday was established to honor Americans who had served in World War I, but it now honors veterans of all wars in which the U.S. has fought. Veterans' organizations hold parades, and the president places a wreath on the Tomb of the Unknowns at Arlington National Cemetery in Virginia.

Thanksgiving (Fourth Thursday of November)

The Thanksgiving holiday began in 1621, when Puritans, who had just enjoyed a bountiful harvest, showed their gratitude to the Native Americans for their help by hosting a feast to give thanks. The Thanksgiving feast became a national tradition and almost always includes some of the foods served at the first feast: roast turkey, cranberry sauce, potatoes, and pumpkin pie.

Christmas (December 25th)

Celebrated on December 25, Christmas is a Christian holiday marking the birth of the Christ Child. Decorating houses and yards with lights, putting up Christmas trees, giving gifts, and sending greeting cards have become traditions even for many non-Christian Americans.

<http://www.usa.gov/citizens/holidays.shtml>

Where do I go with questions about...

Immigration Documents, Visas, ESL, etc.

International Programs Office

College Center 208

413-265-2423 hamptonj@elms.edu

(Joyce Hampton)

413-265-2462 brownjillian@elms.edu

(Jillian Brown)

Campus Events, Trips, Athletic Events

Student Activities Office

College Center 109

413-265-2211 tolsonj@elms.edu

Financial Aid, Loans, Grants, Scholarships

Office of Financial Aid

Berchman's Hall 132

413-265-2249 finaid@elms.edu

Adding/Dropping Classes, Transcripts,
Registration

Registrar Office

Berchman's Hall 102

413-265-2314 hartmand@elms.edu

Academic Support/Tutoring

Academic Resource Center

Library (2nd Floor)

413-265-2426 writeon@elms.edu

Student ID, Student Life

Trudy Laramée

Dean of Students Office

College Center 110

413-265-2210 larameet@elms.edu

Tuition Payments, Account Balance, Holds

Suzanne Balicki

Student Accounts

Berchman's Hall 131

413-265-2412 balickisuzanne@elms.edu

Parking Passes, Room Lockouts, Tickets

Mike Sullivan/ Public Safety

413-265-2494/ 413-265-2278

College Center 106 sullivanm@elms.edu

Textbooks, School Supplies

Bookstore

College Center 007

413-265-2273

Healthcare, Medicine, Counseling

Health Center

2nd Floor Maguire Center

413-265-2288 gagnej@elms.edu

Internships, Jobs, Resumes, Cover letters

Karen Anti

Career & Experiential Learning Center

College Center 103

413-265-2272 careercs@elms.edu

Pool Schedule, Gym Schedule, Intramurals

Maguire Center

413-265-2313

Volunteer Opportunities

Campus Ministry

College Center 108

413-265-2289 campusministry@elms.edu

Research, Photocopying, & General Library

Alumnae Library

413-265-2280

Intercultural Programs or Opportunities

Kent Alexander

Office of Intercultural Programs

College Center 103

413-265-2343 alexanderk@elms.edu

Sending/ Receiving Mail, Mailboxes

Jessica Gruszkos

College Center 009

413-265-2301 gruszkosj@elms.edu

Room Changes, Lost Room Keys, Storage

Patrick Carpenter

Office of Residence Life

1st Floor O'Leary Hall

413-265-2461 carpenterp@elms.edu



Elms College to



ARC

Academic Resource Center- free tutoring services located on the second floor of the library.



Berchman's/ BH

The College's largest academic building located across from the College Center

Blazernet

Online information source that can be used to check grades, schedule, and account holds.



CC

Mary Dooley College Center which houses the dining hall, offices, and classrooms

Computer Labs

Computer Labs on campus available for student use; one on the 1st floor of the CC and one on 2nd floor of BH

Convocation

Convocation is a ceremony marking the start of classes with all Elms College students and faculty.



Degree Audit

Degree Audits can be found on BlazerNet and will serve as your academic road map to class scheduling.

Email

Your ELMS Email will serve as a major communication from Faculty, Staff, and information regarding college events. Students are expected to check it daily.



ESL

English as a Second Language

First Year Seminar

All first year students are required to take First Year Seminar, in order to best be acclimated to the college community.



Fontbonne Room

The Fontbonne Room is CC105 used for class and club meetings.



Great Hall

The Great Hall, located on the first floor of O'Leary, is used for campus events.

Guard Shack

The Guard Shack is the center for Campus Safety on campus, located behind O'Leary near the athletic fields.



Hold Codes

Hold Codes, appear on Blazernet and can affect your registration. Please see FAQ's to fix these!



International Club

The International Club is open to all students on campus. It meets twice a month and hosts events to celebrate different cultures and discuss global issues

IPO

The International Programs Office, located in the College Center Room 208.



Joyce & Jillian

Joyce Hampton Director of ESL/International Programs, and Jillian Brown Latino Academic Success Coordinator. They can be found in the IPO.



KWU

Kochi Women's University, a Japanese university that collaborates with Elms for an annual exchange program.



Library

The Library is home to the ARC, Library Media Center, and wide array of books. Some classes are also held in the library.



Maguire

Maguire Center houses the gym and wellness and fitness centers. It is available for use by all Elms students. Some classes may also be held on the second floor of the MC.

Manhattan

Manhattan is an online classroom used by faculty to facilitate out of class discussions, to give assignments, and to post grades throughout the semester.



Pre-Req

A prerequisite is a course that needs to be completed prior to enrollment in many upper-level classes. For example, ACC 201 is a prerequisite for ACC 202.



Quad

The Keating Quadrangle or the "quad" is the grassy and concrete area located outside of O'Leary, Berchman's, and the College Center.



RA's

Resident Advisors are upper-class students living in the dorms, that serve as advisors and liaisons with the Residence Life Office.



Syllabi

A course syllabus will be issued to you by all faculty, and will outline class requirements and policies for the semester. It also gives important information such as the best way to contact a professor or his/her office hours



Veritas

Veritas Auditorium is on the second floor of Berchman's Hall



BlaZers

The logo/symbol of Elms College athletic teams.