

Dear new Juilliard student,

By now you should be well into your arrangements for arrival to "The Big Apple." I can't tell you how excited we are to see you on campus in only a few short months! To assist you in your transition, I would like to share some important information to help you over the summer and when you arrive on campus in August. Now, let's get down to business!

Information Technology (IT)

The Juilliard School uses the cloud-based platform, Office 365, for email, calendaring, and other productivity tools. The Information Technology (IT) department has created and activated your Juilliard email account.

Juilliard Email

To access your Juilliard email account and mailbox, please follow the following steps:

- 1. Go to http://mail.juilliard.edu
- 2. Enter your WebAdvisor ID, which is your Juilliard email address: [new email]
- 3. Enter your temporary password: [password]
- 4. Change your temporary password to something of your choosing.

We recommend that you spend some time over the summer exploring Office 365 and learning about all the tools and features that will be available to you. Please visit Microsoft's online guide for more information learning the platform and reference the links below to assist you in configuring your smartphones and other mobile devices:

- For IOS Devices
- For Android Devices
- For Microsoft's official guide, which includes other devices such as a Kindle and BlackBerry

If you have any issues with activating your email or using any of the school's technical services, please email helpdesk@juilliard.edu or call (212) 799-5000 extension 7121 for assistance.

WebAdvisor

Juilliard utilizes an online platform, WebAdvisor, which allows students to access their educational records, including schedules, grades, account statements and financial aid awards. WebAdvisor also allows students to provide access to their parents, guardians, partners, or family members and decide what level of access they want to authorize. You are encouraged to read the access level descriptions on WebAdvisor and Family Educational Rights and Privacy Act (FERPA) that outlines your rights to privacy of education records and to have a conversation with those you may want access to your financial, academic or other records as soon as possible. To access WebAdvisor, go to https://wa.juilliard.edu and login with your Juilliard email and password.

School Communications

All offices at the School try to send important notices, communications and critical information through email or our WebAdvisor system, rather than paper. It is critically important that you check your juilliard.edu email address regularly and we also encourage you to make it your primary email address for all Juilliard-related electronic communications and calendaring.

On-Campus Housing

If you submitted a Juilliard housing application, you will receive an email no later than Monday, June 12, 2017, with your housing assignment. This will be sent to your juilliard.edu email address.

New Student Orientation Checklists and Information

Starting on June 12, 2017, and continuing on July 10 and August 7, you will be receiving a monthly *New Student Orientation (NSO)* checklist email from the Office of Student Affairs (osa@juilliard.edu) via your juilliard.edu email account. It is very important that you read and follow the instructions detailed in the checklist to stay on track with your summer requirements. Additionally, please save the osa@juilliard.edu email address to your contacts so important communication are not blocked.

All students and their families are encouraged to check the main NSO website at www.juilliard.edu/welcome-juilliard frequently for additional updates and the complete NSO schedule, once finalized. Please be sure both you and your family review this information and are aware of deadlines for form submissions.

JONSO on CANVAS

On July 17, 2017, you will receive an email from Canvas (the Juilliard Learning Management System [LMS]) stating that you have been enrolled in a class and inviting you to participate in the *Juilliard Online New Student Orientation (JONSO)*. Completion of the JONSO prior to your arrival to the School is required for class registration and will provide you with critical information concerning your transition process to New York and The Juilliard School. The JONSO will assist you getting familiar with academics and student services prior to your on-campus Orientation program in August.

We expect your education at The Juilliard School will be challenging, stimulating, enjoyable, and rewarding. We challenge you to explore new opportunities here (or create your own!) and take advantage of the many programs and services we offer to maximize your education both in and out of the classroom. Please accept my congratulations on your acceptance to Juilliard and I look

forward to meeting you in the Fall!

Warmest Welcome,

ennifer M. Awe

Jennifer M. Awe, Ed.D. Dean of Student Affairs

Who do I call if I have more questions about ...

New Student Orientation, Parents and Family Orientation, or off-campus housing resources: Office of Student Affairs at <u>osa@juilliard.edu</u> or (212) 799-5000, extension 200

> Move-in Day or my residence hall assignment: Office of Residence Life at reslife@juilliard.edu or (212) 769-7400

Immigration forms or International Student Orientation: Office of International Advisement at <u>oia@juilliard.edu</u> or (212) 799-5000, extension 358



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Our mailing address is: 60 Lincoln Center Plaza I New York, NY I 10023