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## Instructions and Checklist for Class of 2028: Prior to Engaging in Dartmouth Programs

Keep checking DartHub Pre-Arrival for other tasks and “things to do” added in coming months. This document includes brief descriptions about the required tasks; detailed information is available on DartHub.

**Complete these tasks online and, if applicable, communicate with offices, by the DEADLINES indicated.**

If you are unable to access these processes through DartHub, please contact the office listed for that task. For general questions, contact the [Undergraduate Deans Office](mailto:undergraduate.deans.office@dartmouth.edu) via email or phone: 603.646.2243 or [undergraduate.deans.office@dartmouth.edu](mailto:undergraduate.deans.office@dartmouth.edu).

### To access DartHub Pre-Arrival:

1. Go to [prearrival.dartmouth.edu](http://prearrival.dartmouth.edu).
2. **Login using your Dartmouth ID (also known as NetID) and password – and Duo two-factor authentication if prompted – created in the “set up your account” process.** You should have received an email from [account-no-reply@dartmouth.edu](mailto:account-no-reply@dartmouth.edu) (Dartmouth’s Information, Technology and Consulting) with your Dartmouth ID and instructions.
3. **Read and agree to the ‘Terms of Usage’ by clicking Continue.**
4. You will see a **Checklist** in “Recommended Order.”

### To know about DartHub:

- When you complete a task, feel free to check the box to the left of the item in the **Checklist**. Clicking the box moves that task to your **Completed** to the right of the checklist.
- If later this summer you want to edit a completed task, remove the “check” to return it to your **Checklist**.
- You can also use the **Checklist By Date** view to see all items needing your attention prior to arriving on campus. Important to know: the calendar view of DartHub Pre-Arrival displays specific deadlines or reminders but this is **not** a complete list of items needing your attention.
- We recommend using the **Checklist in Recommended Order**.

### If you are traveling this summer, please note the following:

- Most communication from Dartmouth will be via your Dartmouth email address.
  - **If you are not leaving until mid-June:** You should get all the most essential information before you leave.
  - **If your travels begin before mid-June:** Please make sure to have your mail forwarded to you. If that is not an option, contact the Undergraduate Deans Office with an alternate address for someone who can open your mail and follow-up as needed and attend to deadlines: 603.646.2243 or [undergraduate.deans.office@dartmouth.edu](mailto:undergraduate.deans.office@dartmouth.edu).
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Information Required Prior to Engaging in Dartmouth Programs		
DEADLINE	Tiles and Tasks	Available
<b>June 14</b> 9:00 a.m. ET	<a href="#">Residential Life Housing Star Portal</a> <ul style="list-style-type: none"> <li>Housing Application</li> <li>Optional Living Learning Communities Application</li> </ul>	May 16
<b>June 30</b>	<a href="#">Health Service Requirements</a> <ul style="list-style-type: none"> <li>Health and Immunizations</li> <li>Athletic Clearance (if applicable)</li> <li>Insurance Waiver</li> </ul>	Health/Athletics: May 15 Insurance: May 24
<b>July 16</b>	<a href="#">Academic Interest Form</a>	May 15
<b>July 19</b> – Deadline if you choose to purchase from Dartmouth.	<a href="#">Computer Requirements and, if applicable, Ordering Information</a>	June 18
<b>August 1</b>	<a href="#">Upload Photo for DartCard (Student ID)</a>	June 14
<b>August 7</b> – To receive notice of first statement in a timely manner.  <b>Before check-in for Fall term</b> (federal financial aid recipients)	<a href="#">D-Pay (Electronic Billing &amp; Payment System)</a> <ul style="list-style-type: none"> <li>Authorize parent/guardian access</li> </ul> Provide optional Title IV Authorizations	May 15
<b>September 3</b>	<a href="#">Required Online Student &amp; Community Wellness Courses</a> : Alcohol Education; Sexual Violence Prevention; Mental Wellbeing; Diversity, Inclusion & Belonging	July 29
<b>September 10</b>	<a href="#">Core Values</a> (Standards of Conduct, Academic Honor, and Sources and Citations at Dartmouth)	July 7
<b>After July 14 and once you have the computer you will use at Dartmouth</b>	<a href="#">Student Technology Introduction</a> Begin this once you have the computer you will use at Dartmouth.	July 14
Personal Information		
DEADLINE	Tiles and Tasks	Available
<b>July 31*</b>	<a href="#">Religious Preference or Heritage</a> (optional)	May 15
Ongoing; keep up to date	<a href="#">Personal Data Form</a>	May 15
Ongoing; keep up to date	<a href="#">Address/Contact Information</a>	May 15
Ongoing; keep up to date	<a href="#">Email Address Verification</a>	May 15
Anytime while at Dartmouth	<a href="#">Chosen Name</a> (optional)	May 15

Personal Information (continued)		
DEADLINE	Tiles and Tasks	Available
Ongoing; keep up to date	FERPA (Family Educational Rights and Privacy Act) (optional)	May 15
<p><b><u>Social Security Number</u></b>: Dartmouth is required to collect your Social Security Number or Taxpayer Identification Number, if you have one. The College complies with federal reporting requirements for the 1098-T informational tax return.</p>		
Financial Aid		
If you are eligible for Financial Aid, you will receive further instructions when clicking on this tile.		
First-Year Writing		
DEADLINE	Tiles and Tasks	Available
<b>June 21 at 11:59 p.m. ET</b> Placement recommendation sent <b>July 15</b> . Deadline to request different placement is <b>July 22</b> .	<a href="#">First-Year Writing Choices</a> (Access <b>Directed Self-Placement Process for First-Year Writing</b> .) <i>Note: this task takes some time, so plan accordingly.</i>	June 1
<b>June 29 at 11:59 p.m. ET</b>	<a href="#">Humanities 1 and 2 Application</a> <i>A selective, interdisciplinary, two-term sequence for up to one hundred first-year students. All students are invited, but are not required, to apply.</i>	June 1
Standardized Test Scores and Placement		
DEADLINE	Tiles and Tasks	Available
<b>September 9</b> for course election	Standardized Test Scores and Placement	June 15
Advising		
DEADLINE	Tiles and Tasks	Available
<b>September 13</b>	<a href="#">Advising Questionnaire</a>	August 21
Available after August 28	<a href="#">Who Are My Advisors?</a>	August 28
Additional		
DEADLINE	Tiles and Tasks	Available
<b>June 14**</b> (recommended; see p. 7)	<a href="#">Student Accessibility Services</a>	May 15
<b>September 16 for 2024-2025</b>	<a href="#">Tuition Refund Plan - Optional Tuition Insurance</a>	May 15

Additional		
DEADLINE	Tiles and Tasks	Available
Anytime while at Dartmouth	<a href="#">Deposit funds in GET account (recommended)</a>	May 15
Ongoing while at Dartmouth	Request verification of enrollment	August 12

**THE FOLLOWING MUST BE COMPLETED BEFORE YOU ENGAGE IN DARTMOUTH PROGRAMS.**

**Residential Life Housing Star Portal**

You must complete the online housing application in the **Residential Life Housing Star Portal** by June 14 at 9:00 a.m. ET. The portal will open in a separate window. Questions? Contact [Residential.Life@Dartmouth.edu](mailto:Residential.Life@Dartmouth.edu) or 603.646.3093.

**Health Service Requirements**

For information regarding 2024-2025 clearance requirements for Health and Immunizations, Insurance, and Athletics (if applicable), please visit the [Health Service Requirements](#) webpage. Questions? For Health and Immunization Requirements, call 603.646.9404; Insurance Requirements, call 603.646.9438; and Athletics Clearance, call 603.646.9419.

**Academic Interest Form**

Please update your current academic interest, which may have changed since you applied. Note: there is nothing binding about this selection. You will not declare your major until your fifth term, so there is plenty of time to explore! However, we consider your interests now as we match you with available advising faculty.

**Computer Requirements and, if applicable, Ordering Information**

Essential information about computer requirements and computer ordering (if needed) can be found through this tile. If you choose to purchase your computer from Dartmouth, visit [The Computer Store website](#) after **June 18**. To guarantee your computer will be ready by your arrival on campus (or shipped in time for you to travel to campus), you must order by **July 19, 2024**. **If you order after July 19, The Computer Store cannot guarantee your computer will be here and ready.** Questions about the minimum requirements or about the products sold by The Computer Store? Call the incoming student computer hotline: 603.646.3249.

**Upload Photo for DartCard (Student ID)**

The approved photo will be used for your [DartCard](#) (your student identification card) and in campus systems viewed by faculty and other administrators. Upload a photo from your files or take a new photo on your phone. Please read the [DartCard photo upload webpage](#) for guidance on submission through the [GET Mobile app](#). A legal form of identification (ID) is required when uploading the student photo. **Deadline is August 1:** please reach out to [Dartmouth.Card@Dartmouth.edu](mailto:Dartmouth.Card@Dartmouth.edu) for assistance.

**D-Pay (Billing and Payment System)**

You will view your student account statement and make your payments using D-Pay, our online system. To make payments online, your bank account must be a US-based checking or savings account. International students may pay their bills by wire or through [Flywire \(www.flywire.com/school/dartmouth\)](http://www.flywire.com/school/dartmouth).

If you would like parents, guardians, or other individuals to view your account statement or make payments to your account, you must first authorize them. You may have multiple authorized users. You will access [D-Pay](#)

through a link in DartHub. Once authorized by you, parents, guardians, or other individuals will access D-Pay through a different link. Authorize your parents/guardians by **August 7, 2024** to ensure they receive an email from the D-Pay system when the Fall term bill is posted. Both links are found here: [dartgo.org/billpay-incoming](https://dartgo.org/billpay-incoming). **Your bill will be available on August 9; your account payment is due by September 3, 2024.** Find student account statement and billing information/schedule [online: dartgo.org/billpay-schedule](https://dartgo.org/billpay-schedule). The D-Pay system is available 24 hours a day. Questions? Contact **Campus Billing and DartCard Services** at 603.646.3230 or [campus.billing@dartmouth.edu](mailto:campus.billing@dartmouth.edu).

### **Student Wellness and Community Life and Inclusivity**

At Dartmouth, we are firmly committed to fostering an environment that prioritizes the core values of safety, wellbeing, and inclusion for every member of our community. We expect incoming students to complete the following as part of efforts to prevent sexual violence and high-risk drinking, support mental wellbeing, and develop a comprehensive understanding of core concepts and principles related to diversity, equity, and inclusion. Read more (including waiver options) on the [SWC Pre-Arrival Requirements webpage](#). In July, watch for detailed instructions via email.

### **Required Online Student and Community Wellness Courses**

- AlcoholEdu for College® provides personalized feedback and education that has been shown to reduce the negative impacts of high-risk drinking.
- Sexual Assault Prevention for Undergraduates/Athletes provides knowledge and skills to prevent and respond to sexual violence.
- Mental Wellbeing for Students equips you with resources and practices to support the emotional wellbeing of yourself and others.
- Diversity, Inclusion & Belonging for Students provides foundational tools necessary to be an engaged member of a diverse and inclusive community.

### **Core Values (Standards of Conduct, Academic Honor, and Sources and Citations at Dartmouth)**

This item on the checklist introduces you to critically important core values of our community: Dartmouth's Standards of Conduct, and more specifically the **Academic Honor Policy**.

Academic Honor is a core value at Dartmouth. To ensure you understand our standards for academic integrity, we ask you to read the full text of [our Academic Honor Policy](#) and the [Sources and Citations at Dartmouth](#) guide developed specifically for Dartmouth by our faculty. You must confirm you have done so by Tuesday, September 10. You should also be sure that you have saved on your computer the [Standards of Conduct](#), [Academic Honor Policy](#), and [Sources and Citations](#) for easy reference before engaging in Dartmouth programs. You also must read the syllabus for every class you take at Dartmouth; in addition to the general guidelines, your professors will set course-specific academic honor expectations. It will be your responsibility to review all these materials carefully, and to consult with your faculty and advising resources if you have any questions. We expect you to have a full understanding of our commitment to the Standards of Conduct and Academic Honor before you join our community.

### **Student Technology Introduction**

The technology introduction for new students will review your basic technology needs (like downloading software and applications) and get you ready for your first term at Dartmouth. Complete this task later in the summer before New Student Orientation to access programs like Microsoft Office. If additional software is required for a course, your faculty member will tell you how to obtain it. Begin exploring this website as soon as you have the computer you will use at Dartmouth. If you won't have that computer until you arrive on campus – don't worry! We will make sure you have time to take care of the technology introduction.

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## PERSONAL INFORMATION (there are some deadlines associated)

### \*Religious Preference or Heritage

You may indicate your religious affiliation/heritage. If you request, your name will be shared with a representative of your faith affiliated with the [Tucker Center](#). Information submitted after the deadline will be shared periodically. Learn more about student religious organizations and interfaith programming at the [Tucker Center website](#). Questions: [tucker.center@Dartmouth.edu](mailto:tucker.center@Dartmouth.edu) or 603.646.3780.

### Personal Data Form

The purpose of this webpage is to confirm the data we have about you and your parents/guardians. Please review all the information and confirm/make corrections **online** where possible. If information cannot be updated on the web, you can email the change(s) to [Undergraduate.Deans.Office@Dartmouth.edu](mailto:Undergraduate.Deans.Office@Dartmouth.edu).

***If information does not need to be changed, you must click the "Looks Okay" button to confirm this.***

### Address/Contact Information / Email Address Verification

Update address on this form. Please keep your email address up to date.

### Chosen Name

Please read these [Frequently Asked Questions \(FAQ\)](#) before you edit your student profile. **Optional:** Update your chosen name, gender, and pronouns. A Chosen Name is the name a student wishes to be known by in the Dartmouth community that is different from a student's Legal Name.

### FERPA (Family Educational Rights and Privacy Act) (optional)

The Family Education Rights and Privacy Act (FERPA) is a federal law that provides students with specific rights with respect to their student education records. You can find more information about the College's FERPA policy [here](#). More information can be found on the Undergraduate Deans Office [website](#).

### Social Security Number

The College is required to collect your Social Security Number or Taxpayer Identification Number, if you have one. The College complies with federal reporting requirements for the 1098-T informational tax return.

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## FIRST-YEAR WRITING

### First-Year Writing Choices

All first-year students are required to fulfill Dartmouth's first-year writing and first-year seminar requirements. The first-year writing requirement at Dartmouth is satisfied by taking Writing 5, Writing 2-3, or Humanities 1. The first-year seminar requirement is satisfied by taking a First-Year Seminar or Humanities 2. This task provides more information about these courses and the placement processes for them. **Please note: this task does take time so make sure to plan accordingly and make space.**

On June 1, all incoming students will receive email notification about the directed self-placement process, a process that all students must complete to choose among the various writing courses that fulfill the first-year writing requirement. The purpose of this process is to help you understand the difference among the writing courses, reflect on your writing experiences and abilities, and make a thoughtful choice about which of these writing courses might be best for you. For more detailed information about the first-year writing courses and the placement process, see the [Writing Program](https://writing.dartmouth.edu/) website: <https://writing.dartmouth.edu/>.

## Humanities 1 and 2 Application

You are invited to apply for Humanities 1 (Fall Term 2024, Global Humanities I) and Humanities 2 (Winter Term 2025, Global Humanities II). This is a selective, interdisciplinary, two-term sequence for up to one hundred first-year students. If accepted, your admission covers both Humanities 1 and 2, though you may choose to take only one of the two courses. More information: <https://www.dartmouth.edu/hums1-2/>.

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## STANDARDIZED TEST SCORES AND PLACEMENT

**Standardized Test Scores** (must be received by **September 9** to be considered in course election)

Dartmouth uses standardized test scores and local placement exams to place you in appropriate courses.

**Standardized test scores must be received directly from the College Board** and will be displayed on this page once received. We will list your ACT (Math and English only), AP, IB (Higher Level only), SAT, SATI, and SATII scores currently on record. A-Level scores are **not** included in the list. Review the scores to make sure they are accurate and complete. If any scores are missing and you hope to use them for placement purposes, please have a score report sent to Dartmouth from the College Board. If IB (Higher Level) scores are missing, request a Transcript of Grades be sent to Dartmouth from the IB Board.

This tile will also gather information on local placement exams which you will be able to access in August. You should check this tile to ensure that your information is correct and use this information to help you in choosing appropriate courses. Later this summer, we will discuss placement and how to interpret this information.

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## ADVISING

### Advising Questionnaire

When this tile becomes available in **August**, you will be asked to complete this questionnaire so that your faculty advisor will know about you and your interests.

**Who Are My Advisors?** Find contact information for your Undergraduate Dean and Faculty Advisor.

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## ADDITIONAL

### \*\*Student Accessibility Services (SAS)

Students can apply for accommodations related to a disability or diagnosed health condition at any time. However, we recommend that you [apply and submit any supporting documentation](#) to Student Accessibility Services by **June 14**, especially if you require accommodations for First-Year Trips, placement exams, or housing. Contact [student.accessibility.services@dartmouth.edu](mailto:student.accessibility.services@dartmouth.edu) or call 603.646.9900 with any questions or concerns.

### Deposit Funds in GET account for DartCard (recommended)

Add funds to your [DartCard Discretionary account](#) to purchase goods and services across campus not covered under the dining plan, such as the Sustainable Move-In Sale, The Computer Store, Dick's House Health Services vending machines, student group fundraisers, etc. We recommend starting with \$25 – you can add funds anytime.

### Tuition Refund Plan - Optional Tuition Insurance

Dartmouth partners with A.W.G Dewar, Inc. to offer OPTIONAL [Tuition Refund Plan](#) insurance. If you are interested, you must apply by September 16 to be covered for the 2024-2025 academic year. [dartgo.org/tuition-refund-plan](https://dartgo.org/tuition-refund-plan).

**Request verification of enrollment** Starting in mid-August you may obtain an Enrollment Verification Letter by selecting the Advanced Registration Certificate. You can provide an Enrollment Verification Letter to anyone who requires proof that you are a Dartmouth student.