**Congratulations!** We are pleased that you have been admitted to the graduate program in the School of Sustainable Engineering and the Build Environment (SSEBE) at Arizona State University. By now you should have received an official admissions letter from the Graduate College stating which program you have been admitted to and informing you of any conditions or provisions of your admission.

There will be a mandatory **Orientation** for all new grad students to cover important policies and processes a few days before classes begin. More details will be sent out shortly before classes begin.

myASU Registration Holds: If you have not done so already, log into myASU at <a href="http://my.asu.edu">http://my.asu.edu</a>. You must clear any holds and "To Do" items. If you see a hold for "Measles Immunization" please go to <a href="https://students.asu.edu/health/immunization">https://students.asu.edu/health/immunization</a> to find out how to submit your immunization records to Campus Health.

ASU Academic Calendar and Important Dates: <a href="https://students.asu.edu/academic-calendar">https://students.asu.edu/academic-calendar</a>

**CLASS REGISTRATION:** The schedule of classes is available online, via myASU and at <a href="https://www.asu.edu/go/classsearch/">https://www.asu.edu/go/classsearch/</a> Questions and details about how to register will be answered at the orientation. Students are encouraged to review the course requirements and enroll in one or two classes prior to the late registration fee date. Please be sure to <a href="https://check.degree requirements">check degree requirements</a> at the links below. Each program has clearly outlined requirements that provide you with guidance in choosing your courses.

## **DEGREE REQUIREMENTS:**

http://ssebe.engineering.asu.edu/current-students/cese-grad.html (Civil Engineering)
http://ssebe.engineering.asu.edu/current-students/conmgmt-grad.html (Construction Management)
http://ssebe.engineering.asu.edu/current-students/coneng-grad.html (Construction Engineering)

After the Orientation and once you are an active student, you are required to discuss your classes with your faculty advisor each semester until you file a Plan of Study (POS). Once the POS is submitted and signed off by your faculty advisor, you will not have to get their approval each semester.

- o If you are an RA/TA or have received a fellowship, the faculty member who made you this offer is your faculty advisor.
- If you do not yet have a faculty advisor, please contact the Specialty Area Coordinator in your area.

Construction Engineering	Dr. Samuel Ariaratnam	ariaratnam@asu.edu
Construction Management	Dr. Kenneth Sullivan	Kenneth.Sullivan@asu.edu
Environmental	Dr. Peter Fox	Peter.Fox@asu.edu
Geotechnical	Dr. Ed Kavazanjian	Edward.Kavazanjian@asu.edu
Hydrosystems	Dr. Enrique Vivoni	vivoni@asu.edu
Structures	Dr. Subby Rajan	S.Rajan@asu.edu
Sustainability Engineering	Dr. Thomas Seager	Thomas.Seager@asu.edu
Transportation Systems &	Dr. Kamil Kaloush	Kamil.Kaloush@asu.edu
Pavements and Materials		

After you arrive at ASU, you may contact your faculty advisor or Specialty Area Coordinator to confirm which courses you should enroll in. This can be done in person or by e-mail.

- 1) Send an e-mail to your faculty advisor with <u>your name</u>, <u>ASU ID number</u>, and the list of courses that you wish to take. Please always include your **ten digit ASU ID** in email correspondence.
- 2) Upon receiving the approval from the faculty, the graduate advisor will clear your "Advising Engineering" hold so that you can register.

NOTE: RAs and TAs must register for at least 12 credit hours in the fall and spring semesters.

## **INTERNATIONAL STUDENT I-20s AND ARRIVAL INFORMATION:**

If you have not already done so, please supply the Graduate College with financial guarantee paperwork as soon as possible. The Graduate College Admissions Office cannot mail you the I-20 documents without this paperwork. Students who receive assistantship offers are still required to fill out the form. For more information, go to <a href="http://graduate.asu.edu/admissions/international">http://graduate.asu.edu/admissions/international</a>. You also must check in with the International Students Office when you arrive and attend their mandatory orientation. For more information, go to <a href="http://www.asu.edu/international/arrival.html">http://www.asu.edu/international/arrival.html</a>
I-20 Status: You may check the status of your I-20 in myASU (<a href="http://my.asu.edu">http://my.asu.edu</a>)

## **FINANCIAL ASSISTANCE:**

Domestic Students may fill out a FAFSA and apply for need-based aid through ASU's Financial Aid office: <a href="students.asu.edu/financialaid">students.asu.edu/financialaid</a>. Additional financial aid information is available at <a href="https://students.asu.edu/financialaid/types">https://students.asu.edu/financialaid/types</a>. Priority for RA/TA positions is given to Ph.D. students. No application is required. Please do not contact the faculty. The faculty will decide on RA/TA positions based on the most competitive applicants and their research and teaching needs and the faculty and business office will contact the student if an award is given.

**ASU EMAIL:** All official ASU communication will go to your ASU email address. You can access your ASU email account through the "myASU" link on ASU's webpage: <a href="http://www.asu.edu/">http://www.asu.edu/</a>. Please check this account regularly to receive important notifications and make sure your mailbox is not full. To activate your ASURITE ID and email account, go to <a href="https://www.asu.edu/asurite">www.asu.edu/asurite</a>.

## **Additional Orientations for RAs and TAs:**

All RA & TAs must attend Lab Chemical Safety and Fire Safety training. Please register for both classes at <a href="http://safe.engineering.asu.edu/training/laboratory-safety-training">http://safe.engineering.asu.edu/training/laboratory-safety-training</a>

**TAs** may have additional trainings and procedures to complete: please see <a href="http://graduate.asu.edu/faculty">http://graduate.asu.edu/faculty</a> staff/tara

International Student TAs: Arizona State University also requires all students wishing to accept teaching assistantships whose primary language is not English to take either the Test of Spoken English (TSE) or the SPEAK test. TAs must earn a minimum score of 55 on the TSE and SPEAK tests (50 if the position is for a lab assistant or a tutor). For more information on the SPEAK test please go to https://global.asu.edu/aecp

FAQ for Current Students: Bookmark and frequently check!!!

http://ssebe.engineering.asu.edu/current-students/graduateadvising.html