Welcome incoming students and families to the Embry-Riddle family! Your transition to the Prescott campus is important to us. We hope you will take time to read through the information in this guide, reach out and ask any questions you may have as you prepare for an amazing journey.

In this publication you will find important information on to-do list items, dates to be aware of, resource contact information and an overview of the Orientation program.

For our first-time freshman - please note that a handful of major Orientation events are mandatory for you. These are important sessions that will help you be successful at the University and in your future careers. Due to the evolving and ongoing situation with Covid-19, the schedule and dates that were published earlier this summer in the Orientation Guide will be changing. While we do not have specific dates to publicize yet, we anticipate that orientation and residence hall move-in will occur mid-August.

Specialized programming will also be available for transfer students, student veterans, graduate students, and international students.

On behalf of the campus Orientation committee and our 30 orientation leaders, we are excited to meet you soon.

Sincerely,

Emily Bauer
Director of Student Engagement

We are especially proud of our campus community here at Embry-Riddle in Prescott. While these times are unique and challenging, we are here to help and support you. Throughout your time at orientation and after your arrival on campus this fall, your health and safety will be a top priority. Please don’t hesitate to reach out to us with any questions or concerns. We look forward to welcoming you to campus soon!

Dr. Anette Karlsson,
Chancellor

Dr. Rhondie Voorhees,
Dean of Students

Mr. Bryan Dougherty,
Dean of Enrollment Management

Notice: Due to the evolving situation with Covid-19, these dates, schedules, and events are changing. Please continue to check https://prescott.erau.edu/campus-life/orientation for the most recent and updated dates and information on our Fall 2020 housing move-in and orientation programs. Thank you!
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 1</td>
<td>Registration begins</td>
</tr>
<tr>
<td>May 10</td>
<td>Housing contract and $300 security deposit deadline for May 15 Room Selection –</td>
</tr>
<tr>
<td></td>
<td>prhousing.erau.edu</td>
</tr>
<tr>
<td>June 10</td>
<td>Housing contract and $300 security deposit deadline for June 15 Room Selection –</td>
</tr>
<tr>
<td></td>
<td>prhousing.erau.edu</td>
</tr>
<tr>
<td>July</td>
<td>Billing statements accessible to registered students through ERNIE Student Homepage</td>
</tr>
<tr>
<td>Mid July</td>
<td>University receives AP/IB score reports and awards credit - check your Student</td>
</tr>
<tr>
<td></td>
<td>Homepage and revise your schedule as needed</td>
</tr>
<tr>
<td>Late July</td>
<td>Room assignments sent to your ERAU email</td>
</tr>
<tr>
<td>August 14</td>
<td>Balance of tuition and fees for Fall 2020 due. Students who have not paid their</td>
</tr>
<tr>
<td></td>
<td>balance by this date will be dropped from classes.</td>
</tr>
<tr>
<td>Mid-August</td>
<td>International Student Housing Check-In (international students only) - please bring</td>
</tr>
<tr>
<td></td>
<td>required documentation of immunizations</td>
</tr>
<tr>
<td>Mid-August</td>
<td>International Student Orientation - for international students only</td>
</tr>
<tr>
<td>Mid-August</td>
<td>Move-In Day for On-Campus Students</td>
</tr>
<tr>
<td></td>
<td>New student check-in</td>
</tr>
<tr>
<td>Mid-August</td>
<td>New student check-in continues</td>
</tr>
<tr>
<td></td>
<td>New Student and Parent/Family Orientation</td>
</tr>
<tr>
<td>Mid-August</td>
<td>New Student and Parent/Family Orientation</td>
</tr>
<tr>
<td></td>
<td>Transfer Student Orientation</td>
</tr>
<tr>
<td></td>
<td>New Graduate Student Orientation (mandatory)</td>
</tr>
<tr>
<td>Mid-August</td>
<td>New Student Orientation continues</td>
</tr>
<tr>
<td>August 24</td>
<td>Fall 2020 Classes Begin</td>
</tr>
<tr>
<td>September 7</td>
<td>Labor Day Holiday</td>
</tr>
<tr>
<td>Sept. 28 - Oct. 3</td>
<td>OctoberWest Homecoming</td>
</tr>
<tr>
<td>October 15-16</td>
<td>Mid-Semester Break</td>
</tr>
<tr>
<td>Oct. 31 - Nov. 1</td>
<td>Parents’ and Family Weekend</td>
</tr>
<tr>
<td>November 11</td>
<td>Veteran’s Day Holiday</td>
</tr>
<tr>
<td>November 25-29</td>
<td>Thanksgiving Holiday</td>
</tr>
<tr>
<td></td>
<td>residence halls do not close</td>
</tr>
<tr>
<td>December 3</td>
<td>Last day of classes</td>
</tr>
<tr>
<td>December 4</td>
<td>Study Day</td>
</tr>
<tr>
<td>December 5, 7-10</td>
<td>Final Exams</td>
</tr>
<tr>
<td>December 12</td>
<td>Commencement</td>
</tr>
<tr>
<td>December 14</td>
<td>Residence halls begin reduced services to students</td>
</tr>
<tr>
<td>January 10, 2021</td>
<td>Residence halls resume full services to students</td>
</tr>
<tr>
<td>January 13, 2021</td>
<td>Spring semester classes begin</td>
</tr>
</tbody>
</table>

Notice: Due to the evolving situation with Covid-19, these dates, schedules, and events are changing. Please continue to check https://prescott.erau.edu/campus-life/orientation for the most recent and updated dates and information on our Fall 2020 housing move-in and orientation programs. Thank you!
INTERNATIONAL STUDENT INFORMATION

This information is provided to assist you with your initial entry into the US. Please read carefully.

After receiving your I-20 for F-1 students or DS-2019 for J-1s, check over the details to be sure everything is correct. If you find errors, please contact Pauline Filemoni at filemonp@erau.edu. If a corrected copy is needed, we will send it to you as soon as possible. If this is your first time coming to the US in F-1 or J-1 status, you will need to pay the SEVIS I-901 fee, see studyinthestates.dhs.gov/students/sevis-i-901-fee and www.fmjfee.com/i901fee/index.jsp. Next, schedule an appointment with the nearest US Embassy or Consulate to obtain your F-1 or J-1 visa www.usembassy.gov. You may want to prepare by visiting studyinthestates.dhs.gov/2015/06/five-ways-to-prepare-for-your-visa-interview. Once your visa has been issued let us know at filemonp@erau.edu.

When you have made travel arrangements to the US, please forward your itinerary by email to filemonp@erau.edu.

You are allowed to enter the US up to 30 days from the program start date, but not earlier.

Be sure to keep the following documents in your carry-on bag for easy access upon your arrival in the US:

- Unexpired passport, valid at least 6 months beyond the date of your entry
- Valid F-1 or J-1 visa (unless you are a Canadian citizen)
- Financial support documents used to obtain your visa
- Receipt from I-901/SEVIS fee payment
- I-20 (F-1) or DS-2019 (J-1)
  (make sure you have signed the form)

Upon arrival in the US, you should proceed to the inspections area where you will present the documents listed above. At the primary inspection, you will have a brief interview by an immigration inspector who will also examine your documents. You may be asked the purpose of your visit to the US; be sure to tell the inspecting officer that you will be a student and have the school’s address available (see cover). They may also collect biometric data from you including a photograph and digital fingerprint.

It is possible you will be asked to go to secondary inspection to verify information in more detail. If this happens to you, please remember to be patient, as this is a normal part of the entry process. If you have difficulty entering, you may ask the inspecting officer to contact an international student advisor at the school. Have them call the Safety Office at 928.777.3333, and they will contact us. It is a good idea to plan sufficient time for connection flights or airport pick-ups to accommodate a possible secondary inspection.

ARRIVING IN PHOENIX

If you are traveling to Prescott through Phoenix, you will arrive at Phoenix Sky Harbor International Airport. There is shuttle service that runs between Phoenix and Prescott (see Local Area Information on page 11). If you will be living on campus, it is recommended that you purchase a “door-to-door” service so the shuttle can drop you directly at the Embry-Riddle campus. Ask to be dropped at Haas Commons.

ON CAMPUS

When you arrive on campus, go to the Housing & Residence Life Office located in Haas Commons (Building 73) to check in to your residence hall. Once you have submitted all immunization records to the Wellness Center, you will be able to check in to your room. If you are arriving outside this time frame, please contact Pauline Filemoni at filemonp@erau.edu to make arrangements in advance. If you arrive earlier, you should make plans to stay in a local hotel.

Be aware that you must have all records of immunizations on file to be allowed to check in to housing. If the Wellness Center does not have your immunization records, your check-in will be delayed. Be sure to submit them in advance and bring copies of all your immunization records!
NEW STUDENT CHECKLIST

Some of these items also appear on the “To Do” list in your ERNIE Student Homepage.

☐ Set up your ERNIE account at ernie.erau.edu. Click on Activate Your Account and follow the prompts.

☐ Submit housing security deposit of $300 at erau.edu/deposit and complete housing application found at phhousing.erau.edu (see pg. 9).

☐ Take the ALEKS math assessment and register for classes (see pg. 8).

☐ Submit an enrollment agreement through ERNIE. Under Forms and then Office of the Registrar, click the Enrollment Agreement link. Required by the State of Arizona. Must be submitted prior to the start of the term to avoid registration hold, housing check-in hold, Eagle Card hold, inability to pay bill and other holds.

☐ Submit a financial disclosure through your ERNIE Student Homepage>Tasks tile>To-Do List. Must be submitted within 60 days of class registration to avoid a registration hold.

☐ Have your official final high school transcript (must include graduation date) and/or official transcripts from all colleges previously attended mailed directly to the Embry-Riddle Admissions Office - Prescott Campus at 3700 Willow Creek Rd., Prescott, AZ 86301.

☐ All Flight Students – carefully review Aviation and Transportation Security Act (ATSA) information (see Pre-Flight Checklist, pg. 6-7). Original documents must be presented in person during Orientation. Non-U.S. citizens should note special instructions regarding ATSA.

☐ All Flight Students – obtain and bring FAA Medical Certificate (see Pre-Flight Checklist, pg. 6-7).

☐ Bring FAA certificates and log book (experienced flight students only).

☐ Complete Medical Report Form found at prescott.erau.edu/-/media/files/prescott/this-is-prescott/health-and-wellness/medical-report.pdf; provide proof of 2 measles, mumps and rubella immunizations, 3 Hepatitis B injections and a Meningococcal vaccine. Must be on file in Wellness Center prior to August 16 to avoid registration hold, housing check-in hold, Eagle Card hold, inability to pay bill and other holds.

☐ Health insurance is mandatory. If you have comparable health insurance and want to opt out of the University policy, you must complete the waiver through ERNIE between June 28 and August 14, 2020 or you will be charged the fee (see pg. 9).

☐ Register your vehicles (see pg. 10).

☐ Apply for your Eagle Card (student ID). Log on to your ERNIE account and click on Forms, then on the Apply for EAGLEcard link. You must include a photo in order for your card to be ready for pick-up at Orientation.

☐ Complete the online Pre-Orientation Guide. A link to the module will be emailed to you in July.

☐ For students under age 18 – parent/guardian must sign required consent forms for medical treatment, counseling services, and participation in student activities. Forms will be sent directly to the student via email prior to the start of the semester.

☐ Bring course outlines/syllabi for transfer courses, if previously requested.
All students intending to pursue flight training at Embry-Riddle should carefully review the following information. Failure to comply with pre-flight requirements will delay the start of your flight training.

The following are required to be presented at New Student Orientation prior to the start of classes:

1. **Proof of U.S. citizenship (non-U.S. citizens please see information on pg. 8)**

   The Aviation and Transportation Security Act (ATSA) requires that all U.S. citizens taking flight training must show proof of U.S. citizenship. These requirements must be met prior to the start of any flight training. Proof of U.S. citizenship may be presented by submitting one of the following original documents. Please provide only original documents. Photocopies, even certified copies, are not acceptable. If using other than a valid passport, a current government issued photo identification document will also be required.

   - A valid, unexpired U.S. passport
   - An original birth certificate documenting birth in the United States or one of its territories*
   - An original U.S. naturalization certificate with raised seal, Form N-550 or Form N-570
   - An original certification of birth abroad, Form FS-545, Form DS-1350, Form FS-240 –OR–
     - An original certificate of U.S. citizenship, Form N-560 or Form N-561

   * 49CFR Part 1552 states “the individuals original or government issue certified U.S. American Samoa, or Swains Island birth certificate, together with a government-issued picture identification of the individual.”

   Please do not mail original documents; bring the original documents to Orientation in person. Students will not be allowed to start their flight training until this documentation is submitted. There are no exceptions to this regulation. Flight students may contact Flight Records with questions, Building F-6, 928.777.4327.

2. **FAA Medical Certificate (required for ALL flight students)**

   All students planning to begin flight training at Embry-Riddle are required to hold a current First or Second Class Federal Aviation Administration (FAA) medical certificate. Aviation Medical Examiners (AMEs) are designated by the FAA to issue these certificates, following completion of an application and a physical examination. AMEs can be found in most U.S. cities and in major cities abroad. A directory is located at the FAA website, http://www.faa.gov/pilots/amelocator/.
Please be aware that past medical and/or legal problems, including drug- and alcohol-related convictions, could result in you being denied a medical certificate even if you feel you are in good health. All previous medical and legal issues should be evaluated before you begin your education for an aviation-related career; if they are not, delays are common. You will not be allowed to enroll in flight laboratories without an FAA medical certificate. Therefore, to avoid delays, we advise you to obtain your medical certificate before coming to Embry-Riddle. For students coming from countries outside of the United States, please contact the Airman Certification Coordinator at the Flight Department prior to obtaining a medical certificate. In some cases, medical certificates may not be valid. If you have significant medical and/or legal problems, be sure to bring copies of medical and/or court records for your FAA medical examiner to review.

Both the government and the aerospace industry consider drug- and alcohol-related convictions (yes—paying a fine is a conviction) a serious problem. Medical and behavioral standards for professional pilots and air traffic controllers are among the highest in our society. Mistakes, poor judgment, and other “indiscretions of youth” can have lasting consequences for your career. Prevention through responsible behavior is key.

3. Student Pilot Certificate (FA 121 Flight Students)

In addition to the FAA Medical Certificate described above, students enrolling in FA 121 are required to obtain a Student Pilot Certificate prior to enrollment. The Student Pilot Certificate can be issued at your local Flight Standards District Office (FSDO), a Designated Pilot Examiner or it can be issued by the Embry-Riddle Flight Records office upon your arrival for Orientation. If you choose to have your certificate issued by the Flight Records office, you must contact them at 928.777.4323 or 928.777.4327 upon arrival. Local Designated Pilot Examiners may be found at av-info.faa.gov/DesigneeSearch.asp or visit www.faa.gov/about/office_org/field_offices/fsdo/ to locate your local Flight Standards District Office.

4. Certificates or Flight Ratings Earned Before Enrolling at Embry-Riddle

Original certificates must be presented in the Records Office for possible advanced standing credit. Copies can be sent to Admissions prior to enrollment for unofficial transfer credit evaluation.

INFORMATION ABOUT FLIGHT TRAINING FOR NON-U.S. CITIZENS

Non-U.S. citizens must comply with the U.S. Department of Homeland Security (DHS) notification requirements. All non-U.S. citizens must register with the Transportation Security Administration (TSA) online. The students are required to submit a training application, fingerprints, a valid passport and student visa along with a processing fee to the TSA. The students can register for flight courses and begin flight training as soon as the TSA approves the training request. Some advanced flight courses may require a waiting period of up to 30 days. If Embry-Riddle receives any directive from the DHS or the TSA, the student may be administratively withdrawn. This information and fee, but not the fingerprints, must be sent prior to starting additional specific flight courses and will be managed through Embry-Riddle’s Airman Certification Coordinator at the Flight Training Center.

Questions or need help? Contact the Airman Certification Coordinator at 928.777.4327.

COST OF FLIGHT TRAINING

Flight costs are not covered by your tuition payments. For detailed information on flight costs per year and per course, visit prescott.erau.edu/admissions/estimated-costs/index.html. Subject to change.

DRUG-TESTING PROGRAM

In the effort to maintain a work and educational environment that is safe for its employees and students, the University has established a mandatory flight student drug-testing program. Success in the aviation industry requires a commitment to excel and the discipline to avoid unsafe practices. The use of illegal drugs constitutes an unsafe practice and is incompatible with an aviation environment. All students entering the flight training program are subject to random and post-accident drug testing in accordance with the policy outlined in the Undergraduate Catalog prescott.erau.edu/degrees/catalog. The University reserves the right to immediately suspend or dismiss any student who uses or possesses illegal drugs.
PREPARING FOR EMBRY-RIDDLE

ON-CAMPUS HOUSING
Housing information, including floor plans, rates, and meal plan options, can be found on the University website at prescott.erau.edu/campus-life/housing. To apply for housing, submit the $300 security deposit online at erau.edu/deposit and complete the application through phhousing.erau.edu. You will login using your ERNIE account ID and password. Both your deposit and application must be submitted for you to secure on-campus housing. When room assignments have been made, a confirmation of your assignment will be emailed to your Embry-Riddle email account. Be sure to read the housing terms and conditions. For help, contact Housing and Residence Life at prhouse@erau.edu or 928.777.3744.

FINANCIAL AID
If you have filed your 2020-2021 FAFSA and have not received a confirmation of financial aid awarded to you, please contact the Financial Aid Office as soon as possible. All aid awarded to you should be confirmed before your arrival on campus. The Financial Aid Office can be reached by calling 1.800.888.ERAU, extension 3765 or email prfnaid@erau.edu.

COSTS AND PAYMENTS FOR 2020-2021 ACADEMIC YEAR
Refer to https://prescott.erau.edu/admissions/estimated-costs for information regarding tuition, flight, housing, meal plan costs and fees. REMEMBER – PAYMENT IN FULL FOR DIRECT UNIVERSITY COSTS, INCLUDING TUITION AND FEES, IS DUE BY August 14, 2020. Students who have not paid their balance by this date will be dropped from classes. You must be registered for classes in order for a bill to be generated. To view your account statement in the Student Homepage click on the Finances tile, then select Statement of Account. On the next screen click the button next to Term: and enter 2543 in the adjacent box to find the Fall 2020 term, then click the View Results link. Students’ class schedules are activated upon receipt of payment or enrollment in a payment plan.

All credit card charges paid on your student account (tuition, housing, meal plans, parking, fines and fees) and flight payments made through the Education and Training Administration (ETA) system will incur a third party processing fee.
MANDATORY HEALTH INSURANCE
Embry-Riddle requires all students to have health insurance. To help fulfill this requirement the University offers a basic insurance plan that is underwritten by United Healthcare. The plan is offered at a greatly reduced premium and is renewable on an annual basis. Enrollment is automatic. Students who already have private coverage that is comparable to the plan that the University offers may be allowed to waive out of the University sponsored plan. You must complete the waiver in order to avoid this charge to your student account. Additional information regarding the plan highlights and instructions for those who wish to waive out will be forthcoming from United Healthcare. For more information please contact the Wellness Center, 928.777.6653. International students are required to carry the University’s insurance plan unless waived by demonstrating comparable coverage. This process will take place during Orientation.

IMMUNIZATIONS
A Medical Report Form is required and has been enclosed with this booklet; also found at prescott.erau.edu/campus-services/wellness/medical-forms. All students born after Dec. 31, 1956 must provide proof of two doses of MMR (measles, mumps, and rubella) administered on or after January 1, 1968; on or after their first birthday. All students who reside in University housing must either document the immunizations for Hepatitis B and Meningococcal Meningitis OR sign a waiver declining vaccination. Vaccines are given at the Wellness Center.

Immunization records and the Medical Report Form must be on file in the Wellness Center prior to August 14 to avoid registration hold, housing check-in hold, Eagle Card hold, inability to pay bill and other holds.

DISABILITY SUPPORT SERVICES
The Disability Support Services (DSS) Office provides services to qualified students with disabilities. Prospective students are strongly encouraged to contact the DSS Office at least two months in advance. For disabilities that require accommodations related to housing on campus, incoming students should contact DSS at least four months prior to their expected term start date. Please see the DSS web site for additional information including policies and procedures.

Contact the DSS Office directly by email or phone: Becca Stein, steinb@erau.edu, 928.777.6749.

A MESSAGE FROM CAREER SERVICES
The annual Industry/Career Expo is October 1, 2020. All freshmen are encouraged to visit the Expo, so you should bring with you to campus clothing appropriate for a business setting. For men, this can be khakis, polo shirt and non-athletic shoes, or dress slacks, button-down long-sleeved shirt and dress shoes. For women, dress slacks and blouse with sleeves, simple skirt or modest dress (length to the knee or directly above) and cardigan or jacket. Blazers for both are a great addition. You should plan on adding a suit to your wardrobe no later than junior year when interviewing for internships begins.

GET CONNECTED
New undergraduate students can start meeting future classmates through the Embry-Riddle - Prescott Facebook app. You can link to the app and join the Embry-Riddle community at prescottapp.erau.edu.
JOIN US FOR ORIENTATION MEET UPS
Orientation Leaders want to meet you and answer your questions. We encourage you to stop in virtually for one of the following Meet Ups. RSVP to bauere1@erau.edu for the link.

› Monday, June 1st, 4 PM
› Wednesday, July 1st, 4 PM
› Saturday, August 1st, 4 PM

COMPUTER RECOMMENDATIONS
It is not required that a student own a desktop or laptop in order to be successful at Embry-Riddle. There are plenty of on-campus resources for students including multiple computer labs as well as laptops available for checkout in the library. Junior and senior engineering students will be utilizing on-campus computer labs for engineering software tools that are beyond the typical college student budget.

Most students still find it helpful to own their own device. If you are planning to purchase a computer, Embry-Riddle students can use their school email address at Dell and Apple online stores to receive student discounts on these purchases. Lastly, we offer a selection of free operating systems and Microsoft Office suites downloadable through ERNIE, so don’t pay for this software with your computer purchase.

Please contact IT if you have further questions or require technical support at 928.777.6990 or ITSupport@erau.edu.
IPAD REQUIREMENT FOR FLIGHT STUDENTS
All flight students are required to have an Apple tablet for utilization of flight planning software during flight activities. The 10.5” or smaller iPads are recommended.

VEHICLE REGISTRATION
Register your vehicle - truck, car, or motorcycle - online by going to prescott.erau.edu/about/security and clicking on the link to Online Parking Registration in the right-hand column. Print your temporary permit at the end of the online transaction. Display it on your dashboard until you receive your permanent parking permit sticker in about ten days. The sticker is mailed to you so double check your mailing address during the transaction. The parking permit fee for the 2020-2021 school year is $120 for a vehicle, $60 for a motorcycle. If you have a bicycle you are required to register it as well, but the permit is free and does not expire. Vehicle registration charges will be added to your student account when you register your vehicle online, no cash or immediate payment is required. There is no “Grace Period” so please purchase your permit today!

ONLINE PRE-ORIENTATION GUIDE
Complete this online orientation module to help prepare you for campus orientation and your transition to ERAU. Learn about helpful resources and strategies for success. An email with a link to the module will be sent to you in July.
Course registration begins with reviewing your College Registration Guide, found in ERNIE. Log on to your ERNIE account and then navigate to Services. Scroll to the name of your college to locate the applicable registration guide. Read through the guide carefully, as it will cover what classes you need to register for, appropriate substitutions in the case of transfer/AP/IB credit, as well as how to register for classes in your Student Services Center.

If you are accepted conditionally, please contact your academic advisor to register. If you have been admitted provisionally, you will not be able to register until you have met the provision(s) of your admission. Non-College of Aviation students should check with their academic advisor before registering for any flight courses.

All new or readmitted undergraduate students are encouraged to complete the ALEKS math assessment regardless of the level of math they will take at Embry-Riddle. Students may be able to test out of a required course based on their ALEKS score. Click on ALEKS in your ERNIE Student Homepage ‘To Do List’ and click on the ALEKS link to access the math assessment. The link for ALEKS is also available in your ERNIE Tools. Regardless of how well you score on the assessment, you are encouraged to utilize the Prep and Learning Modules to sharpen your skills. See prescott.erau.edu/admissions/applied-students/evaluations for more information on ALEKS. Contact your academic advisor if you have any questions about your ALEKS results.

Courses are available on a first-come, first-served basis, so you are encouraged to register early. If you need assistance, the academic advisors are available Monday-Thursday, 7:00am-5:00pm MST (not MDT). You may call toll free 1.800.888.3728
and ask to be transferred to the academic advisor for your college, or refer to your College Registration Guide in ERNIE for direct contact information. You can also find direct contact information or book an appointment with your advisor in ERNIE at ernie.erau.edu/Departments/academic-advising-prescott/Pages/Colleges-Advising.aspx.

Graduate students (master’s degree programs) see page 15 for registration details.

ORDERING TEXTBOOKS
Once you are enrolled in courses, you can order your textbooks online through your ERNIE Student Services Center. In your student center, go to Enroll > My Class Schedule and then click on the link to the bookstore. All of your required textbooks will automatically populate.

For more information about the Embry-Riddle Bookstore, go to www.bkstr.com/eraupcstore/home or call the Bookstore at 928.777.3732.
NEW STUDENT ORIENTATION - UNDERGRADUATE

Your college experience is about to begin! Orientation is your first opportunity to become a part of the campus community, meet your future classmates and colleagues, and create lifelong friendships. You'll want to take these few days to get settled in and take care of business, but most of all, expect a memorable time while you enjoy social and educational activities we have specifically designed for you.

Check-in day is designated as your day to get moved in to your residence hall. Students will have time to complete checklist items: register your vehicle, pick up your mailbox key, buy your books, clear TSA requirements for flight, etc. The remaining days are packed with programs and activities to educate you on your academic program and campus policies, and most importantly, to help you begin building social ties within the student community.

STUDENT ORIENTATION LEADERS
A team of current student leaders will be on campus during Orientation to help guide you through Orientation and your first week at Embry-Riddle. New students will be placed together in groups led by an Orientation Leader. These groups will get together throughout the weekend so that students can meet new people, get questions answered, and have fun.

PARENT AND FAMILY ORIENTATION
We do not expect that we will be offering in-person orientation activities for parents and families this year. However, we are working to develop on-line programs and opportunities for parents and families to learn about our campus and ways to support students through their transition to college. Please continue to visit this site for updated information.

If you have yet not done so, we also encourage you to take a moment to sign up to be a member of the Prescott Parent & Family Association. This will give you additional access to an ongoing newsletter and other information designed specifically for parents and families.

Parents/families are also encouraged to join the Prescott Parents’ and Family Association (prescott.erau.edu/parents-family) for ongoing communication. There is no cost to join. Members receive periodic emails about campus happenings and news, a discount at the campus Bookstore, information about Parents’ and Family Weekend, and more.

Notice: Due to the evolving situation with Covid-19, these dates, schedules, and events are changing. Please continue to check https://prescott.erau.edu/campus-life/orientation for the most recent and updated dates and information on our Fall 2020 housing move-in and orientation programs. Thank you!
LOCAL AREA INFORMATION

You may find directions to our campus at prescott.erau.edu/about/directions and Prescott area information at prescott.erau.edu/about/area_info.

Check out the following to get to know your new home.

- www.visit-prescott.com/
- www.prescott.com/things-to-do
- www.prescott.org/history.html
- www.tripadvisor.com/Tourism-g31323-Prescott_Arizona-Vacations.html

If you need to arrange transportation to Prescott from Phoenix Sky Harbor International Airport, the following van shuttles* run between Phoenix and Prescott:

- **Groome Transportation** 928.350.8466  groometransportation.com/prescott
- **Fly-U Shuttle** 928.445.8880  flyushuttle.com

*The businesses listed here are given as a courtesy. They are not specifically endorsed by the Embry-Riddle Prescott Campus. Be sure to check travel rating sites before booking (i.e., Yelp, Travelocity, TripAdvisor, etc.).

STAYING HYDRATED

It’s important to realize when you arrive in Prescott, Arizona that your body will demand more water than what you might be used to. Between the intense desert sunshine, low humidity, and mile-high altitude, new arrivals can become dehydrated quickly. Especially on move-in day, as you are running back and forth in the hot sun between your vehicle and your residence hall room, be sure to take time to stop and drink plenty of water. Watch for signs of dehydration including fatigue, dizziness, headache, and nausea. Adopt the Arizona lifestyle of carrying a water bottle with you everywhere you go.

Drinking fountains with bottle filling stations are located throughout campus.
Hoan Do

Hoan Do is a student success coach, author, and competitor in NBC’s hit show, American Ninja Warrior.

From an early age, Hoan was conscious of the sacrifices his parents had made in their escape to the United States during the Vietnam War - in pursuit of the American Dream. Feeling indebted to his parents for their courageous pursuit of a better life, Hoan vowed to ensure that one day, he would be able to take care of his parents. Hoan’s hard work took him to Malibu, California, where he attended Pepperdine University, fully engaging in the academic rigor and array of opportunities that the school offered.

With the tremendous pressure Hoan placed on himself, in addition to the stresses of demanding classes, extracurricular responsibilities, and important life decisions, Hoan found himself overwhelmed. His self-esteem reached an all-time low. He even contemplated suicide. Refusing to settle and give up on life, Hoan used this experience as a turning point to learn the practical skills that were necessary to succeed in school and in life.

After graduating from Pepperdine University, Hoan beat out candidates who were considerably older and vastly more experienced than him to work with the #1 personal development company in the world. As a national speaker and corporate trainer, Hoan conducted training sessions for distinguished audiences that included: 21, Bank of America, Honda, Toyota, UBS Financial, Chambers of Commerce, and the U.S. Army.

Recognized as the best youth mentor by the International Examiner, Hoan travels across North America speaking at colleges, high schools, and associations sharing practical advice that helps students to succeed in school and in the real world.

Hoan is young enough to relate to students, yet old enough to provide life changing advice. His engaging style and ability to share important life lessons in a way that students resonate with has earned him the Verizon Wireless Motivator Award.
Felicity Shields Beckham

“I love Embry-Riddle because it’s not like every college campus, it’s a home. The University truly cares for each individual and will help us in any way possible to achieve greatness.”

Jordan Cabrera

“I hope you have a wonderful time over your years here at Embry-Riddle, and that you find as much love for the campus and city that I have over my time.”

Jeramy Gordon

“Choosing Embry-Riddle has been the best decision because of how many learning opportunities that the University has to offer.”

Jenn James

“My favorite thing about Prescott is the people and their kindness. I’ve come to love this little town and I hope you do too!”

Rachel Stoneking

“I love Embry-Riddle because of the small class sizes and the resources to help students succeed. Prescott has become my home and the people I have met at ERAU have become my second family. Welcome to Embry-Riddle and I hope you love it here as much as I do!”
MEET THE LEAD ORIENTATION LEADERS

Moe Angulo and Koby Yoshimi

The Lead Orientation Leaders are selected from a competitive group of returning Orientation Leaders. They work to train all other Orientation Leaders, help to plan the program, and represent all that ERAU has to offer.

Moe- "Embry-Riddle is the place you want to be to fulfill your future dreams. The staff and students are here supporting one another everyday along your journey. With all the help and resources around here, you're bound to be a successful Embry-Riddle graduate. We are so excited to meet and see you guys in the fall! Welcome Class of 2024"

Koby- "Our goal as the Orientation Leader team is to welcome you into our family while dropping some tips and tricks on how to start your year with a blast. We want you to succeed; we want you to soar to new heights! All of us are here to help you, so please reach out and let us know what we can do! On behalf of our entire team, welcome to Embry-Riddle! We're excited to meet you this Fall!"

HAVE QUESTIONS

We want to help you feel comfortable with the entire transition to ERAU. Your Admissions Counselor can help, as well as the Department of Student Engagement. Email bauere1@erau.edu or call (928) 777-6931.
GRADUATE STUDENT INFORMATION

REGISTRATION
Registration begins with reviewing your college’s Graduate Registration Guide, located in ERNIE under the Services tab. Look for the registration guide under the header for your college.

Please note: If you have been admitted provisionally, you will not be able to register for classes until we have received your official final transcript showing completion of a bachelor’s degree. Please send your official transcripts as soon as possible to allow you to register for classes.

If you need assistance, the academic advisors are available Monday-Thursday, 7:00am-5:00pm MST (not MDT). You may call toll free 1.800.888.3728 and ask to be transferred to the academic advisor for your college, or refer to your College Registration Guide in ERNIE for direct contact information.

Monday, August 17 - Wednesday, August 19

International Student Orientation - International students only

Friday, August 21

8 am - 1:30 pm  ➤ New Student Check-In: Visitor’s Center

8 am - 1:30 pm  ➤ “To-Do” Checklist Completion and Lunch

9:15 am - 10:15 am  ➤ Convocation

11 am - 1:30 pm  ➤ Lunch

1:30 pm - 3:30 pm  ➤ Mandatory Degree Program Meetings

Graduate students are welcome at any Orientation event (see schedule pages 12-13). Recommended events for graduate students include the Veteran’s Student Reception (Thursday), Movie Night (Friday), and One Ton Sundae (Sunday).

Notice: Due to the evolving situation with Covid-19, these dates, schedules, and events are changing. Please continue to check https://prescott.erau.edu/campus-life/orientation for the most recent and updated dates and information on our Fall 2020 housing move-in and orientation programs. Thank you!
CONTACT INFORMATION

Academic Advisors

Michelle Elghardgui  
Director of Academic Advising  
928.777.3881  
elghardm@erau.edu

Merrie Heath  
College of Aviation  
928.777.3898  
merrie.heath@erau.edu

Paula Fuhst (A-G)  
College of Engineering  
928.777.3912  
paula.fuhst@erau.edu

Juli Szilagyi (P-Z)  
College of Engineering  
928.777.3892  
juli.szilagyi@erau.edu

Kai Lee  
College of Arts & Sciences  
928.777.3419  
kai.lee@erau.edu

Stacey McIntire  
College of Aviation  
Fixed Wing Flight  
928.777.4326  
mcintis1@erau.edu

Phaedra Sova (H-O)  
College of Engineering  
928.777.3722  
phaedra.sova@erau.edu

Cristal Lewis  
College of Security & Intelligence  
928.777.3897  
cristal.lewis@erau.edu

Kurt Estorez  
Asst. Director of Admissions  
Ctrl. CA (Los Angeles, San Bernardino, Santa Barbara, Ventura), NV  
928.777.3857  
kurt.estorez@erau.edu

David Hernandez  
Asst. Director of Admissions  
Ctrl. AZ (Graham, Greenlee, La Paz, Maricopa, Pinal)  
928.777.3991  
david.hernandez1@erau.edu

Kayla McIntire  
Asst. Director of Admissions  
AL, FL, GA, LA, MS, OK, TN, TX  
928.777.6210  
kayla.mcintire@erau.edu

Mara Miller  
Asst. Director of Admissions  
Sthrn. AZ (Pima, Yuma, Santa Cruz, Cochise), IA, IL, IN, KY, MI, MN, MO, WI, WV  
928.777.6688  
mara.miller@erau.edu

Sara Bofferding  
Director of Admissions  
928.777.6662  
sara.bofferding@erau.edu

Amy Pham  
Asst. Director of Admissions  
ID, OR, WA  
928.777.6695  
amy.pham@erau.edu

Heiti Sin  
Associate Director of International Admissions (A-J)  
928.777.3421  
sinh1@erau.edu

Skylar Smith  
Asst. Director of Admissions  
Parent & Family Association Liaison  
928.777.6661  
skylar.smith@erau.edu  
prparent@erau.edu

Krista Lee  
Asst. Director of Admissions  
AK, Nthrn. CA (San Luis Obispo, Kern, and further north)  
928.777.3450  
krista.lee@erau.edu

Sara Bofferding  
Asst. Director of Admissions  
Sthrn. AZ (Apache, Coconino, Gila, Mohave, Navajo, Yavapai), CT, DE, MA, MD, ME, NC, NH, NJ, NY, PA, RI, SC, VA, VT  
928.777.6662  
sara.bofferding@erau.edu

Michael Lustyk  
Transfer Credit Evaluator  
928.777.4739  
lustykm1@erau.edu

Michelle Tissot  
Asst. Director of International Admissions (K-Z)  
928.777.4710  
michelle.tissot@erau.edu

Admissions

Reception  
928.777.6600  
prescott@erau.edu

Bryan Dougherty  
Dean of Enrollment Management  
928.777.6696  
bryan.dougherty@erau.edu

Sara Bofferding  
Director of Admissions  
928.777.6662  
sara.bofferding@erau.edu

Tina Barr  
Asst. Director of Admissions  
CO, KS, MT, ND, NE, NM, SD, UT, WY  
928.777.3445  
tina.barr@erau.edu

Office of Admissions  
Sthrn. CA (Orange, Riverside, San Diego), HI, U.S. Territories, U.S. Citizens Abroad, Military Addresses  
928.777.6600  
prescott@erau.edu

Kurt Estorez  
Asst. Director of Admissions  
Ctrl. CA (Los Angeles, San Bernardino, Santa Barbara, Ventura), NV  
928.777.3857  
kurt.estorez@erau.edu

David Hernandez  
Asst. Director of Admissions  
Ctrl. AZ (Graham, Greenlee, La Paz, Maricopa, Pinal)  
928.777.3991  
david.hernandez1@erau.edu

Krista Lee  
Asst. Director of Admissions  
AK, Nthrn. CA (San Luis Obispo, Kern, and further north)  
928.777.3450  
krista.lee@erau.edu

Michael Lustyk  
Transfer Credit Evaluator  
928.777.4739  
lustykm1@erau.edu

Kayla McIntire  
Asst. Director of Admissions  
AL, FL, GA, LA, MS, OK, TN, TX  
928.777.6210  
kayla.mcintire@erau.edu

Mara Miller  
Asst. Director of Admissions  
Sthrn. AZ (Pima, Yuma, Santa Cruz, Cochise), IA, IL, IN, KY, MI, MN, MO, WI, WV  
928.777.6688  
mara.miller@erau.edu

Sara Bofferding  
Director of Admissions  
928.777.6662  
sara.bofferding@erau.edu

Amy Pham  
Asst. Director of Admissions  
ID, OR, WA  
928.777.6695  
amy.pham@erau.edu

Heiti Sin  
Associate Director of International Admissions (A-J)  
928.777.3421  
sinh1@erau.edu

Skylar Smith  
Asst. Director of Admissions  
Parent & Family Association Liaison  
928.777.6661  
skylar.smith@erau.edu  
prparent@erau.edu

Michelle Tissot  
Asst. Director of International Admissions (K-Z)  
928.777.4710  
michelle.tissot@erau.edu
Career Services

Kevin Hewerdine,
Executive Director
College of Engineering
(CE, EE, SE)
928.777.6270
kevin.hewerdine@erau.edu

Darren Hudak
College of Aviation;
School of Business
928.777.3892
darren.hudak@erau.edu

Laura Polk
College of Engineering
(AE, ME); Space Physics
928.777.3821
laura.polk@erau.edu

Judy Segner
College of Arts & Sciences
College of Security & Intelligence
928.777.6681
judyssegner@erau.edu

Cashiers/Billing
Office
928.777.3726
pcbursar@erau.edu

Cntr. for Intern. Prog. & Studies
Pauline Filemoni
Director
928.777.3429
filemonp@erau.edu

Dean of Students
Dr. Rhondie Voorhees
928.777.3836
prdos@erau.edu

Disability Support Services
Becca Stein
Accessibility Specialist
928.777.6749
steinb@erau.edu

Financial Aid
John Hanson
Director of Financial Aid and Veterans Affairs
928.777.6957
john.hanson@erau.edu

Lori Kelly
Financial Aid Counselor (H-O)
928.777.3775
lori.kelly@erau.edu

Brenda Keilman
Financial Aid Counselor (P-Z)
928.777.3400
brenda.keilman@erau.edu

Mercy Hartman
Financial Aid Counselor (A-G)
928.777.3759
mercy.hartman@erau.edu

Information Technology (IT)
Help Desk
928.777.6990
ITSupport@erau.edu

Office of the Registrar
Reception
928.777.3808
prescott.registrar@erau.edu

ROTC
Air Force
928.777.3868
prafrotc@erau.edu

Army
928.777.3870
prarotc@erau.edu

Safety and Security
Office
928.777.3333
prasafety@erau.edu

Veterans Affairs
John Hanson
Director of Financial Aid and Veterans Affairs
928.777.6957
john.hanson@erau.edu

Monika Reyes
Veteran Process Coordinator
928.777.3795
monika.reyes@erau.edu

Wellness Center
928.777.6653
prwellnesscenter@erau.edu