Information for New Graduate Students

Orientations
The Graduate School presents virtual (online) orientation programs for new students. Orientation activities aim to provide a basic foundation of knowledge for new students about graduate education and about the University's resources, values, and procedures. Additionally, many academic departments hold their own graduate student orientation sessions scheduled before or during the first week of classes. Check with departments for dates and times.

Virtual Orientation: All newly admitted graduate students are required to complete the Virtual Orientation, Professional Ethics, and Graduate Writing online tutorials at http://gradschool.binghamton.edu/ps/orientation/default.asp. These tutorial modules are conveniently accessible anytime online, so that students may complete them at their own pace. Students who do not complete the Professional Ethics tutorial (including post-assessment) will be blocked from second semester registration, which begins in early November.

International Student Orientation: The International Student and Scholars Services office (ISSS; http://isss.binghamton.edu) holds an essential orientation for international students. If you have not done so, it is important that you contact ISSS immediately.

BU Brain Portal
The BU Brain portal at https://bubrain.binghamton.edu/ is Binghamton University's online student services portal. Via the BU Brain portal, one can conduct a variety of academic/business transactions and access student-related information – register for courses, view course and final exam schedules, view grades, pay Student Accounts bills, activate and access email accounts, change email passwords, check financial aid awards, and access career e-resources.

Binghamton University Identification (ID) Card
New students may have their picture taken and receive their ID cards at the Registrar’s Office (Student Wing, Room 110) from 9:30 am to 5 pm. All students (new & returning) should get pictures taken and/or pick up ID cards. Student bill delinquencies may delay distribution of ID cards. Students must have a valid ID to access most campus services.

Course Registration
Students should consult with a department advisor for course enrollment advice prior to course registration. Before students can register for classes, they are required to read and accept the online Code of Conduct on BU Brain. A Schedule of Courses is available on BU Brain. Students with delinquent debts and/or who have not satisfied Health Services requirements will be blocked from registering. Students can view their account balances and pay delinquent debts on BU Brain. If assistance is needed during registration, contact the Registrar’s Office (SW 119, 777-6088).

Mandatory Health Requirements
Certain health forms are required for all students attending and for students who intend to use services provided by University. If all health requirements are not satisfied, students will face registration blocks or cancellation. Proof of immunizations is required for all students born since January 1, 1957. The Health Services Office will accept reports of physical exams done as far as 10 years ago, provided the person was 17 or older when the examination was performed. PPD (tuberculin) skin tests must be within the previous calendar year unless the student is continuing directly from undergraduate to graduate studies at Binghamton University. Acknowledgement of the meningitis requirement, the Meningitis Information Acknowledgement Form, must be signed in order to comply with New York State Public Health Law. These forms and additional information can be found on the Health Services website at http://www2.binghamton.edu/health/new-students/.

Car Registration and Parking Permits
Students may purchase parking permits at the Parking Services Office (Administration Building, Ground floor, Room #8) from 9 am to 4 pm weekdays or at the Visitors’ Information Booth from 7:30 am to 7:00 pm. Students must bring their vehicle registration for verification and know their Social Security Number or 999 identification number. Student parking permit prices are $106 annually or $71 per semester (evening-only rates are also available). State employees represented by a bargaining unit (such as Graduate and Teaching Assistants on the state GA/TA payroll represented by the Graduate Student Employees Union) pay a registration fee of $36 instead of the rates above; such employees must identify themselves to Parking Services as GSEU members.
Computer Accounts & Computing Services
All students have access to a 50-MB email account and a 100-MB network/web account. Students should begin to use their email account immediately by following the instructions on BUSI at http://busi.binghamton.edu/welcome.html. For any computer-related questions, contact the Help Desk at 777-6420 or at: http://computing.binghamton.edu or visit the Help Desk at the Computer Center building (between Bartle Library and Engineering buildings).

Students must check their Binghamton University email accounts regularly! The campus email system is the preferred method of communication for Binghamton University offices, and most official notices are sent to students' Binghamton University email addresses. Students can set “email forwarding” on BUSI to have their BU emails forwarded to another email account.

Housing & Transportation
Off-campus housing, coupled with free local bus service, provides affordable living to graduate students. The University's Off Campus College (OCC; http://occ.binghamton.edu) serves as a resource for students seeking housing in or around the Binghamton area. OCC maintains computerized listings of available housing rentals and lists of subletters/housemates. OCC also provides lease reviews, weekly legal clinics, notices of community events, and educational programs to help students enjoy trouble-free, off-campus living. With a valid Binghamton University ID card, graduate students can ride Broome County Transit and Binghamton University's OCC Transport buses at no charge. Bus schedules can be accessed at OCC Transit (http://occt.binghamton.edu/schedule.htm) or at Broome County Transit (http://www.gobroomecounty.com/transit/TransitRoutes.php).

Career Development Center
The CDC (http://cdc.binghamton.edu), along with The Graduate School (gradschool.binghamton.edu) and the Graduate Student Organization (GSO; http://www.gso-binghamton.org/default.html), will present a number of professional development workshops during the semester. Be sure to check your Binghamton email account for notifications or visit the CDC’s website.

Financial Aid (FASFA/TAP) and Student Employment Opportunities
All domestic graduate students who are interested in receiving federal/state financial aid, or who are receiving tuition scholarships, should complete the FAFSA/TAP online forms. For more information, contact the Office of Financial Aid and Student Employment (http://bingfa.binghamton.edu). Student employment opportunities are also listed at this site. If graduate/teaching/research assistants are available, the Director of Graduate Studies of each department coordinates the offers of these awards.

Funded Students (Teaching/Graduate/Research Project Assistants)
New Teaching Assistants, Graduate Assistants and Research Project Assistants must complete hiring paperwork (including I-9 form) before they can begin work, and must attend to enrollment deadlines if they wish to enroll in optional health insurance plans. Funded students should visit the Opening Week Services booths in the University Events Center the first week of classes. TA/GAs can contact Human Resources in AD-244 or call them at 607-777-2187. Information for new TA/GAs is at http://humanresources.binghamton.edu/gatanewhire.html. RPAs can contact the Research Foundation Personnel/Payroll office at the Innovative Technologies Complex at 607-777-4264. Students must pay University fees even if a tuition scholarship has been awarded. New TAs/GAs/RPAs may contact Maureen Truesdail or Catherine Smith in the Graduate School at 607-777-2151 regarding funding issues.

New York State Residency Information for Domestic Out-of-State Students
All students desiring NYS residency for tuition purposes must take immediate action (e.g., applying for a NYS driver’s license or nondriver ID card). Tuition scholarship recipients must establish residency or pay the difference between in and out-of-state tuition rates in their third enrolled matriculated semester. Go to http://gradschool.binghamton.edu/documents/NYSRes.pdf for details, and view complete residency information on at http://studentaccounts.binghamton.edu/residenc.htm (Student Accounts). International students on temporary visas are not eligible to become New York State residents.

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