

myRUN101: Enrollment Services Resources

Rutgers University–Newark

Student Orientation, Advisement and Registration (SOAR) Day



In Newark, *of Newark*

myRUN One Stop

Website: <http://myrun.newark.rutgers.edu>

Web Form: <https://go.rutgers.edu/contactmyrun>

- Aims to offer cross-functional services in the areas of financial aid, the registrar and student accounting, billing, cashiering and RU ID services
- Strive to provide our campus community with efficient service through prompt and reliable information
- To ensure we meet the needs of our students, we have created a contact center and a website to help you navigate through available resources

myRUN Contact Center

- ✓ 24 student workers (Federal Work Study)
- ✓ Students trained to answer questions and uphold customer service satisfaction
- ✓ Supervised by professional staff
- ✓ Call **973-353-1766 ext. 1**
- ✓ Text **973-556-7779**
- ✓ Web Form <https://go.rutgers.edu/contactmyrun>
- ✓ Webchat via myrun.newark.rutgers.edu between 8:30am - 4:30pm from Monday - Friday

myRUN Website

- ✓ myrun.newark.rutgers.edu
- ✓ Easy to access, mobile friendly
- ✓ Provides access to relevant information in one location
- ✓ Constantly updated by professional staff
- ✓ All language is approved by our student workers before publication
- ✓ Chat feature now available

myRUN Website

<https://myrun.newark.rutgers.edu/>

WELCOME TO myRUN

ANNOUNCEMENTS

- **Fall 2020 Pass/No Credit (P/NC):** Deadline to Submit Fall 2020 P/NC Form: January 12, 2021 at 11:59pm (EST)
- **Heightened Alert Measures in Newark** for Nov. 25, 2020 until Dec. 4, 2020
- **Recruiting Student Employees to Support Newark Public School Children with Remote Learning**
- **(Virtual) One Stop Counter - Register Here!**
- **(Email) myRUN One Stop**
- **(In-Person) Appointments for myRUN One Stop** (For cash payment ONLY and for documentation that MUST be reviewed in-person per the Office of Financial Aid)
- **COVID-19 RU-N Student Resources**
- **Connecting you to campus and off-campus financial resources**
- **Technology resources for students**
- **Supplemental Nutrition Assistance Program (SNAP)**

IMPORTANT DATES

- DEC 21** Winter Session 2021: Last Day to Cancel Registration and/or Receive 100% Refund
- DEC 22** Winter Session 2021: Classes Begin
- JAN 4** Winter Session 2021: Partial Refund Period (December 22 - January 4)
- JAN 4** Winter Session RUHere Confirmation of Attendance Period (Dec. 7 - Jan. 4)
- JAN 5** Winter Session 2021: Final Withdrawal Period (January 5-8, 2021)

[View All](#)

MY MONEY >

Make the most of your education by understanding our costs and your funding options.

QUICK LINKS

- Tuition, Fees, & Costs |
- Funding Your Education |
- Accessing Your Term Bill |

MY GRADES & RECORDS >

Interested in what your student record includes? Find out how to access that information.

QUICK LINKS

- View Grades >
- Get a Transcript >
- How to Calculate Your GPA >

MY DEGREE & CLASSES >

Success starts with preparation. Understand which classes and credits you need to stay on track.

QUICK LINKS

- Registration >
- Degree Planning >

MY RUTGERS NEWARK >

Look no further for everything beyond the classroom, from student life to health services.

QUICK LINKS

- Returning in Fall 2020 |
- RU-N COVID-19 Updates >
- Social Justice Support and Action |

myRUN Website

<https://myrun.newark.rutgers.edu/>

RESOURCES FOR

[I'm a new student >](#)

[I'm an international student >](#)

[I'm a veteran >](#)

[I'm an undocumented student >](#)

[I'm interested in taking summer courses >](#)

[I want to transfer to Rutgers-Newark >](#)

[I commute to campus >](#)

[I'm interested in EOF, TRIO, Precollege >](#)

Enrollment Dashboard

Go to → my.rutgers.edu → click on *My Dashboard* tab

The screenshot shows the Rutgers My Dashboard interface. At the top, the Rutgers logo is on the left, and navigation tabs for 'My Apps', 'Welcome', and 'My Dashboard' are in the center. The 'My Dashboard' tab is circled in blue, with a blue arrow pointing to it from the text above. A black box on the right contains the text: 'Please note that payments can take up to 3 business days to be processed', with a black arrow pointing to the 'My Money' section. The dashboard is divided into several sections: 'My Courses' (listing 'Principles of Neurobiology', 'University Physics I', and 'Tpc: Risk, Hlth&Safety'), 'My Degree' (showing GPA 3.2, 3.86, and 82.5), 'My Money' (displaying a total balance of \$7,087.45 and a payment due date of Monday, July 17th, 2017), 'My Alerts' (with 'Grade Change Alert' and 'Financial Hold - Outstanding Balance Spring 2017 (\$2,867)'), 'My Grades' (listing courses like 'Concepts in Biology' with a grade of C), 'My Financial Aid' (showing requirements for July 2016 - June 2017), and 'Course Registration' (with dropdown menus for location, level, and term).

my RUTGERS

My Apps Welcome **My Dashboard**

My Dashboard

My Courses As of 6:00am, 10/31

My Fall 2017 Schedule

- Principles of Neurobiology**
Course# 21:120:315 Section 01 Credit 3
Instructor: Dr. Henry John-Alder
Time: Monday, 12:30 PM – 1:55 PM
Location: Hill Hall – Room 601
Campus: Newark
- University Physics I**
Course# 21:750:213 Section 03 Credit 4
Instructor: Dr. Mary Zachary
Time: Monday, 2:30 PM – 3:25 PM
Location: Smith Hall – Room 220
Campus: Newark
- Tpc: Risk, Hlth&Safety**
Course# 21:374:430 Section 01 Credit 3
Instructor: Dr. James Lee
Time: Tuesday, 10:55 PM – 1:55 PM
Location: Hill Hall – Room 601
Campus: Newark

My Degree As of 6:00am, 10/31

Major(s) BIOLOGY School SCHOOL OF ENVIRONMENTAL AND BIOLOGICAL SCIENCES

GPA 3.2 Degree Credits 82.5

Cumulative Last Term

PLAN for ACADEMIC PROGRESS (DEGREE NAVIGATOR) REQUEST for TRANSCRIPT, VERIFICATION, TERM GRADE APPLY for SCHOOL TO SCHOOL TRANSFER APPLY for GRADUATION (DIPLOMA)

My Money As of 6:00am, 10/31

Total balance: **\$7,087.45** payment due: **Monday July 17th 2017**

The listed payment due date is for the current term. Please make your payment on or before the due date to avoid late fee.

The total balance is the sum of all your outstanding balance. If you have unpaid bills from past terms, those payments should be paid immediately. For detail billing information, please visit your [account summary](#).

Billable Credit Hours: 12.0

Tuition and Fees Online Term Bill Payment Options Tuition Payment Plan
Raider Dollars Term Bill Refunds RU Book Advance Tax Statements

My Alerts

Personal Alerts 1 unacknowledged

- Grade Change Alert** Rutgers University Posted: 8/28/2017
- Financial Hold - Outstanding Balance Spring 2017 (\$2,867)** Rutgers University Posted: 8/24/2017
- Meeting Time/Room Change Notification** Office of the Registrar Posted: 7/1/2017

Event Notification

Winter Session 2018 Term Bills are Due December 4, 2017 Newark Posted: 10/15/2017

My Grades Fall 2017 As of 6:00am, 10/31

Course	School / Dept.	Grade
Concepts in Biology # 193 section 07 credits: 4	Biological Sciences College of Arts and Sciences	C
Plant Physiology # 207 section 01 credits: 4	Biological Sciences College of Arts and Sciences	A-
General Microbiology # 193 section 22 credits: 4	Biological Sciences College of Arts and Sciences	A-
Biochemistry # 221 section 01 credits: 3	Biological Sciences College of Arts and Sciences	C
Developmental Biology Lab # 400 section 01 credits: 1	Biological Sciences College of Arts and Sciences	B
Animal Behavior # 360 section 01 credits: 3	Biological Sciences College of Arts and Sciences	A

My Financial Aid As of 6:00am, 10/31

Apply Track Award

Financial Aid Requirements for: July 2016 - June 2017

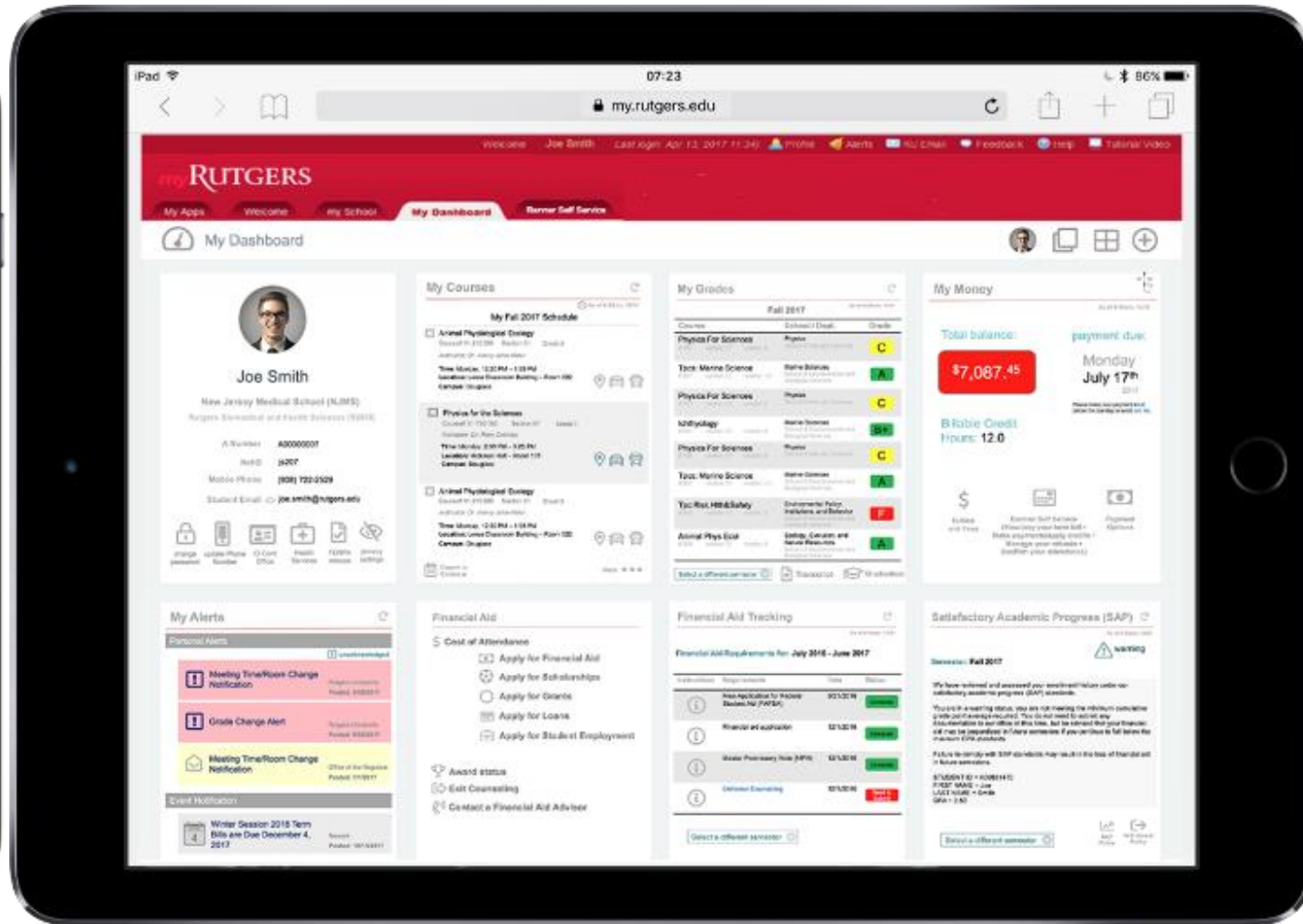
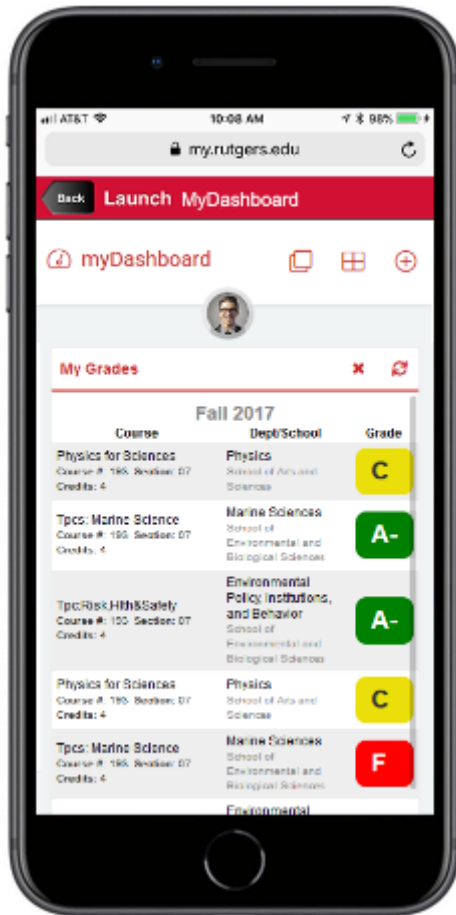
Instructions	Requirements	Date	Status
Free Application for Federal Student Aid (FAFSA)		9/21/2016	Complete
Financial aid application		12/1/2016	Complete
Master Promissory Note (MPN)		12/1/2016	Complete
Entrance Counseling		12/1/2016	Incomplete

Select a different semester

Course Registration

Select a Location
Select a Level
Select a Term
Type in a Keyword
submit

Course Schedule Planner (CSP) Web Registration (WebReg) Schedule of Classes (SOC) Bookstore



Spring 2021 iPad Program

Eligibility and Requirements:

- New incoming first year and transfer students who are Spring 2021 admits are eligible to receive an iPad.
- Undergraduate Students ONLY. Undergraduate School of Nursing students are NOT eligible for the iPad Program.
- You must be registered for Spring 2021 course(s) and stay enrolled through Add/Drop Period.
- You must have a U.S. based mailing address.

Claim your iPad!

- Students must claim their iPads on their Enrollment Dashboard via the myRutgers Portal (my.rutgers.edu)
- DEADLINE: Claim your iPad NO LATER than Friday, January 22, 2021 at 11:59pm EST

iPad Shipment Dates:

- First mail-out date: Thursday, January 11, 2021
- Second mail-out date: Friday, January 29, 2021

The above dates are when iPads may be shipped out. Please allow 7-10 business days to receive your iPad.

Do NOT forget to CLAIM YOUR IPAD.

You will NOT receive an iPad if you do not claim it via your Enrollment Dashboard.

See next slide for instructions on *How to Claim Your iPad*.

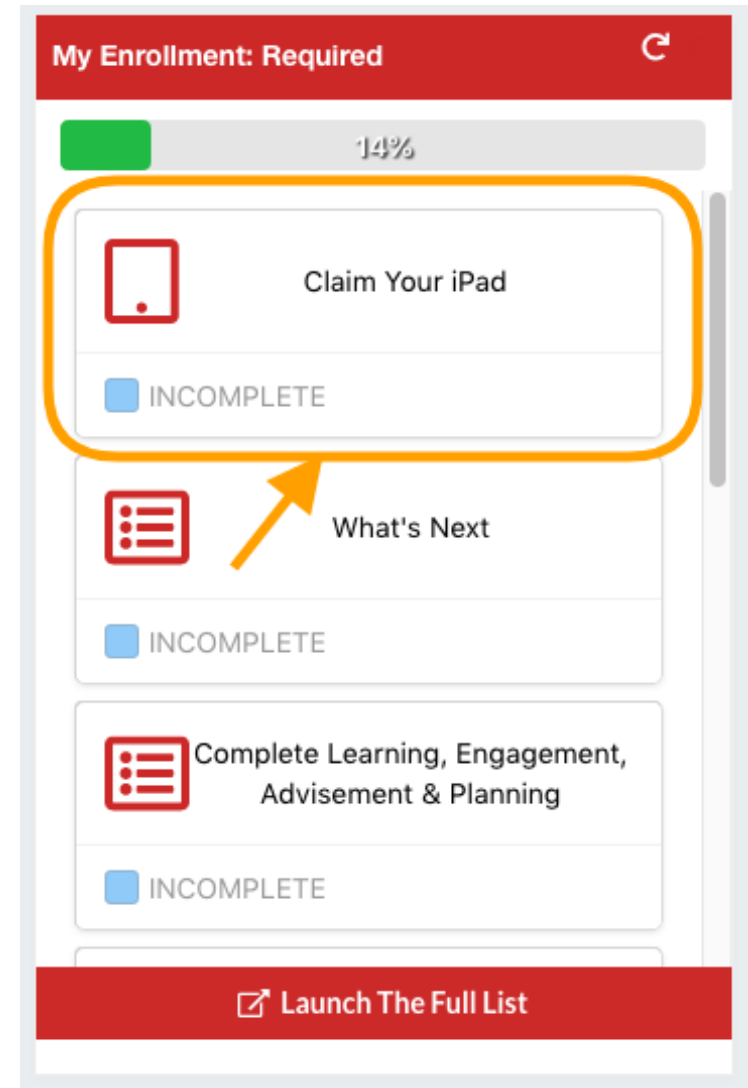
How to Claim your iPad

Step 1: Go to myRutgers: <https://my.rutgers.edu>

Step 2: Log in with your NetID and Password

Step 3: Select the “Dashboard” tab

Step 4: You should be able to see the “Enrollment” widgets on your dashboard. **Click on the “Claim Your iPad” task of the My Enrollment: Required task listings** (as shown in orange in screenshot →)



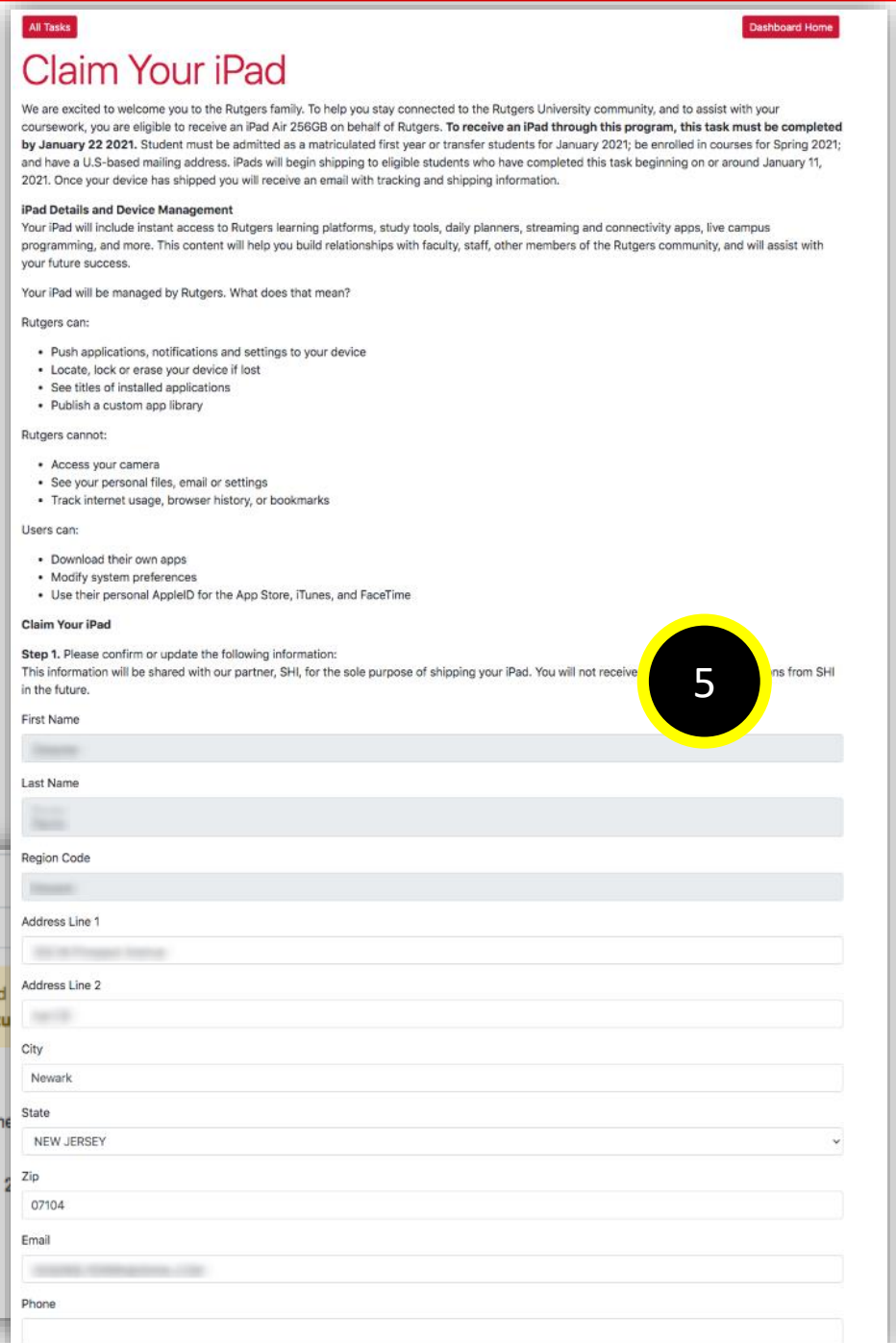
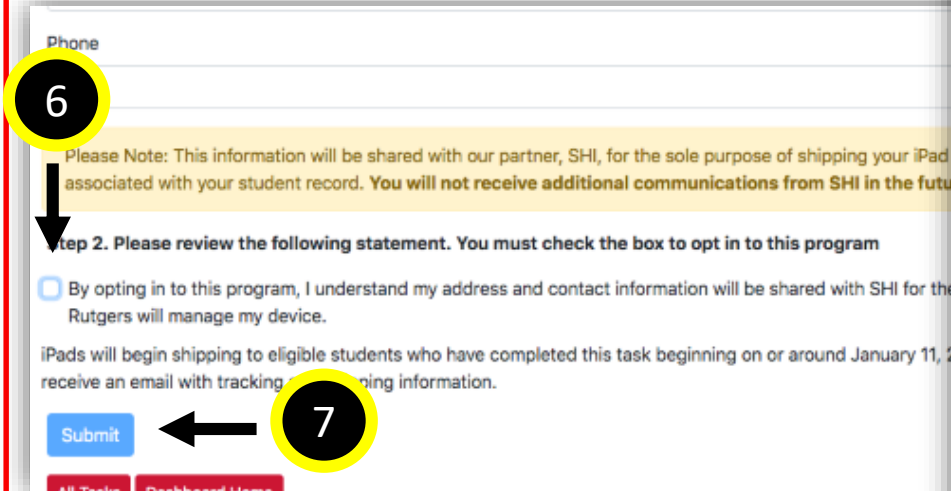
Continued on next slide...

How to Claim your iPad – Cont'd

Step 5: The task detail will be displayed (see the screenshot →). FYI – If you did not provide a phone number during your admission process, you can enter the phone number here.

Step 6: You will need to check the disclaimer that this information will be shared with SHI for shipping the iPad.

Step 7 (Final Step): Click on the “submit” button to complete the claim process.



FERPA – Privacy of Student Records

- Family Educational Rights and Privacy Act (FERPA)
 - Federal law since 1974
 - Provides for confidentiality of student records
 - With only a few exceptions, your educational records may not be released without your consent
- **Please be cautious with information you give out**
 - **Do not share your RU ID, Net ID and password, Social Security Number (SSN) or other personal information with friends or family or via unsecure platforms.**
- Want to grant someone access to certain record information?
 - You can access this tool on the myGuest Dashboard which you can find by logging in to your myRutgers Portal at my.rutgers.edu
- For more information: **myRUN > My Grades & Records > Privacy of Students and FERPA**

Home / My Grades & Records

MY GRADES & RECORDS

MY GRADES & RECORDS >

Interested in what your student record includes?
Find out how to access that information.

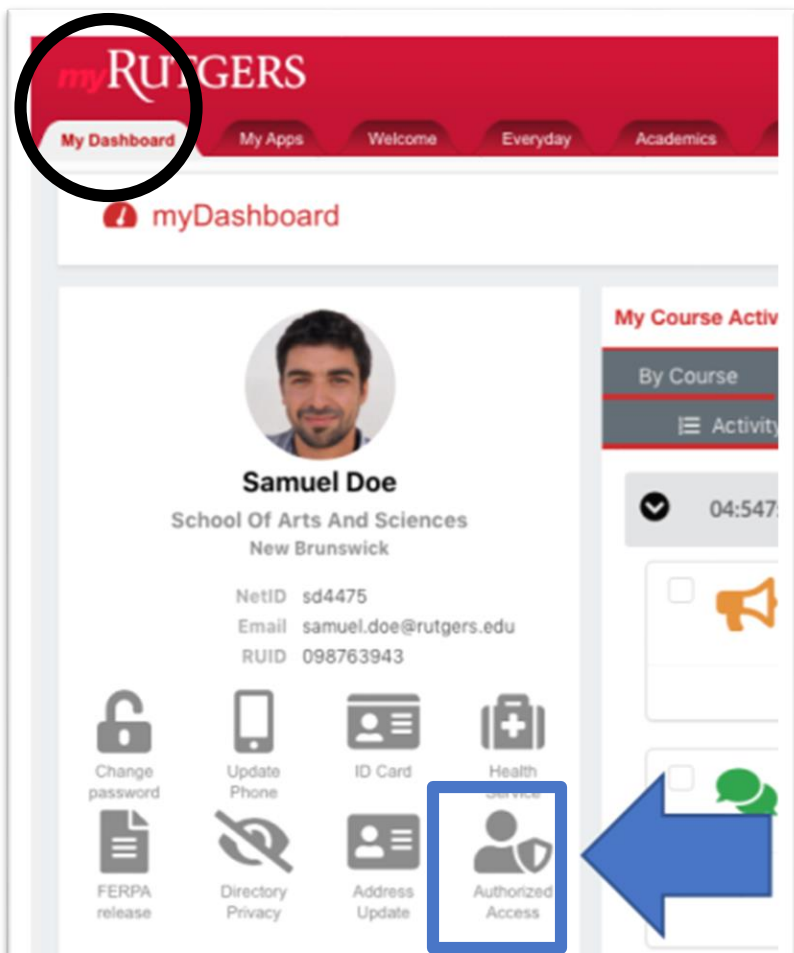
QUICK LINKS

- View Grades >
- Get a Transcript >
- How to Calculate Your GPA >

Find help understanding how you are doing in your classes and how to share that info with others.

- Transcript Request >
Get your unofficial transcript, official transcript, or apostille
- Viewing Grades >
Know when to access your grades and how to interpret them
- How to Calculate Your GPA >
A quick way to figure out your GPA
- Grading Policies >
Learn about incomplete grades, repeating courses, and the grade forgiveness policy
- Verifying Your Enrollment >
Obtain verification for student loan deferment, employment, and more
- Personal Information >
RUID, Net ID, and address change info
- Privacy of Students and FERPA >**
Understand our commitment to keeping your records private
- NJ Tuition Eligibility >

myGuest Dashboard – Privacy of Student Records



You can access this tool on the myGuest Dashboard which you can find by logging in to your myRutgers Portal at my.rutgers.edu

- The myGuest Dashboard feature of the myRutgers Portal allows students to give parents, guardians, and third parties access to view content and services related to their experience at the university, such as class schedule, financial aid awards and term bill
- While the university is offering this service, access will not be granted without the students permission due to the protection of student rights under the Family Educational Rights and Privacy Act (FERPA)
- [Here are how-to guides and videos for students and authorized users](#)
- **Reminder: Please be cautious with information you give out**
 - **Do not share your RU ID, Net ID and password, Social Security Number (SSN) or other personal information with friends or family or via unsecure platforms**
- For more information: **myRUN > My Grades & Records > Privacy of Students and FERPA**

RU Here?

Please note that RU Here pop-up takes place during fall + spring semesters and winter session.

Students registered for summer session courses would need to confirm their attendance through term bill payment.

Spring 2021 RU Here pop-up goes live on Wednesday, January 13, 2021 for ALL undergraduate students.

Once you log in, you will be presented with a pop-up window where you will be able to confirm your enrollment plans.

1

RUTGERS

ACTION REQUIRED

You are required to take action on the following item(s) before you can proceed to any services that require your Rutgers credentials

RU HERE: COURSE ATTENDANCE

You are registered for Spring 2020. Please confirm your enrollment below

I confirm my attendance for Spring 2020.

I will not attend Spring 2020 and understand that I must complete the formal withdrawal process.

A blue arrow points to the "Yes, I am attending" button.

Reasons why you may not see #2 is because you already accepted your Financial Responsibility Statement (FRS) upon either

- Course registration through webreg.rutgers.edu
- Online term bill payment



RUTGERS

ACTION REQUIRED

You are required to take action on the following item(s) before you can proceed to any services that require your Rutgers credentials

FINANCIAL RESPONSIBILITY STATEMENT (FRS) FOR THE FALL 2019 SEMESTER

By registering for class(es), I acknowledge that I have read, understand, and agree to the terms and conditions of the Financial Responsibility Statement (FRS). I understand that I am agreeing to a legally binding contract to pay all tuition and fees assessed to my student account and all additional costs and expenses related to my enrollment at Rutgers University ("Rutgers"). These costs and expenses include, but are not limited to, housing, meal plans, flex dollars, health insurance and all other departmental or school costs processed through my student account.

To view the complete Financial Responsibility Statement (FRS), [click here](#).

Click Agree to accept the terms of the Financial Responsibility Statement (FRS).

A purple arrow points to the "Agree" button.

2

The Financial Responsibility Statement (FRS) is a mandatory agreement accepting financial obligations and responsibilities for attendance. **If you have a valid FRS on file, you will not be prompted to "Agree" to the terms of the FRS.**

3

RUTGERS

Thank you for completing the RUHere process.
You can now login to the service you initiated or you will be redirected to the [myRutgers Portal](#) in 10 seconds

Links to campus web sites: [Camden](#), [Newark](#), [New Brunswick/Piscataway](#), [Rutgers University](#).
For assistance, contact the Help Desks in: [Camden](#), [Newark](#), or [New Brunswick/Piscataway](#).

Please do not log out of the system early. If you do not receive a message confirming completion of the process, then you have not reached the end of the process, and must start again.

Unable to see the RU Here pop-up?

Here are some reasons why you may not be able to see the RU Here pop-up

1. Logging in with RU ID # instead of Net ID

- A couple of our online web platforms provide you with the option to log in with either your 9-digit RU ID number or your Net ID and password. **Please make sure you are signing in with your Net ID and password.**

2. You need to disable the pop-up blocker

- Disabling your pop-up blocker with then allow the RU Here pop-up to appear when you log in with your Net ID and password

3. You are not yet registered for classes

- Students who are registered for classes for the semester in which they are looking to answer the RU Here pop-up should be able to get the pop-up. If you are not yet registered for classes. You won't see it.

4. The pop-up hasn't gone live yet

- The pop-up goes lives around 5 days before classes start. This date differs between undergraduate, graduate and law school students. Exact dates have not been published yet, but you will be notified.
- Check back at <https://myrun.newark.rutgers.edu/ruhere> for updates on RU Here pop-up dates for fall 2020

RU Here Spring 2021

Important Dates:

- **Wednesday, January 13, 2021** – RU HERE goes live for ALL undergraduate students
- **Tuesday, February 2, 2021** – **DEADLINE** to complete RU Here
- Students who have not completed RU Here by the deadline will be **deregistered by noon on Thursday, February 4, 2021**

Office of Financial Aid

Website: <https://scarlethub.rutgers.edu/financial-services/>

Web Form: <https://go.rutgers.edu/contactmyrun>



LIST: Funding your education

1. **Complete** the Free Application for Federal Student Aid - **FAFSA**
 - **'20-'21 for Fall 2020 and Spring 2021 (Deadline: File Now)**
 - '21-'22 for Fall 2021 and Spring 2022 (**Available NOW**)
2. **Review** pending documentation - additional forms may be required
 - Review and complete any state follow-up requests
3. **Review** Financial Aid award
4. **Complete** any changes via the Financial Aid Data Change Form
5. **Student Loans** – Complete the Federal Direct Entrance Counseling and Master Promissory Note (MPN)
6. **Review** enrollment requirements to maintain your financial aid awards
7. **Review** and understand Satisfactory Academic Progress
8. **Review** alternative aid options
9. **Check** your term bill

RU Applying for Financial Aid?



COMPLETE the Free Application for Federal Student Aid (FAFSA)

- Website = fafsa.ed.gov
- Rutgers School Code = 002629
- FAFSA '20-'21 '20-'21 uses **2018 tax return data**
- FAFSA '21-'22 '21-'22 uses **2019 tax return data**
- Use the IRS Data Retrieval Tool to avoid errors

RU Pending Any Documents?

To find out if you still need to submit a document, visit

financialaid.rutgers.edu/docs

- Student will be presented with a list of outstanding documents and/or forms
- Click on the hyperlinks to access the form
- The [latest version of Adobe Acrobat Reader](#) is necessary to complete each form
- Forms can be submitted online or directly to the Office of Financial Aid
- ONLY submit documents that are requested
- Upon review of initial verification documents, additional documentation may be requested
- Your aid will be finalized after all documents are submitted and reviewed

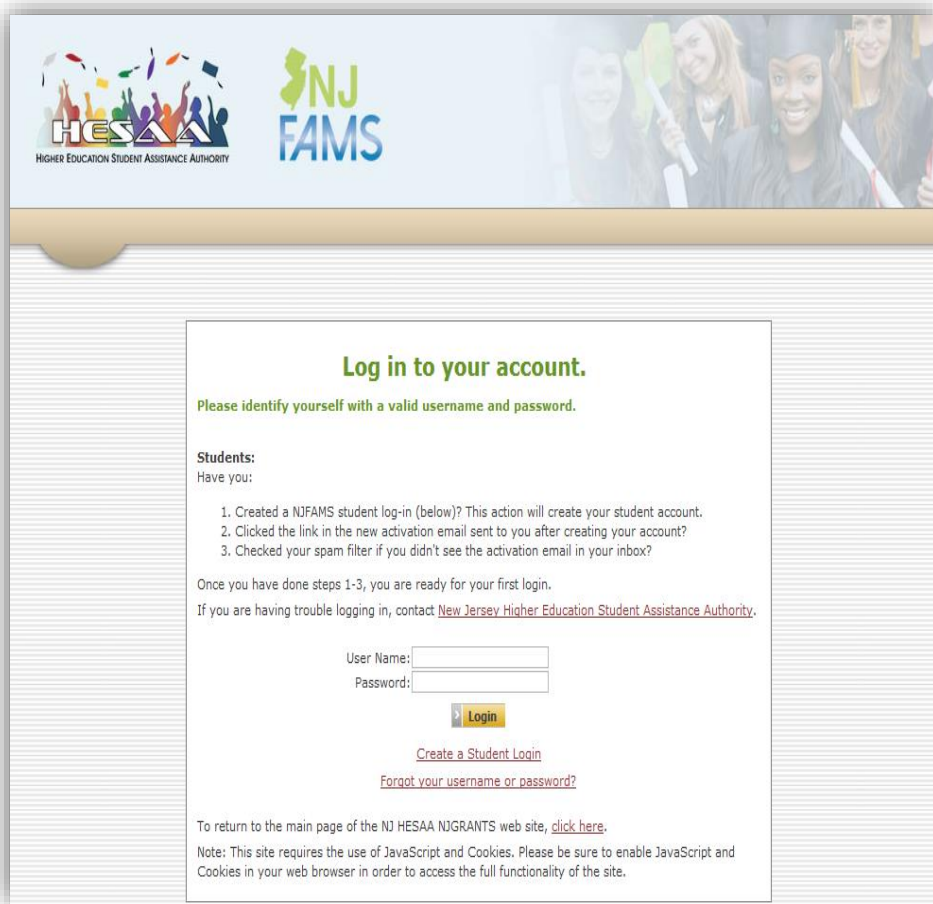
How-To Upload Financial Aid Documents:

<https://go.rutgers.edu/howtoupload>

The screenshot shows a web interface for logging into the Rutgers Financial Aid system. At the top, it says "Login Options" in red. Below this, there are two buttons: "NetID Login" and "RUID Login", separated by the word "or". The "RUID Login" button is highlighted. Below the login options, there is a section titled "Financial Aid Required Documents" in red. This section contains three input fields: "RUID" with a help icon, "Birth Date (mm/dd/yy) must include slashes", and "Last 4 digits of SSN" with a help icon. At the bottom of this section is a "LOG IN" button.

RU Eligible for State Student Aid?

- Follow-up with NJ HESAA to find out if you're eligible for state student aid
- **Log into your HESAA account and view your State information**



Log in to your account.
Please identify yourself with a valid username and password.

Students:
Have you:

1. Created a NJFAMS student log-in (below)? This action will create your student account.
2. Clicked the link in the new activation email sent to you after creating your account?
3. Checked your spam filter if you didn't see the activation email in your inbox?

Once you have done steps 1-3, you are ready for your first login.
If you are having trouble logging in, contact [New Jersey Higher Education Student Assistance Authority](#).

User Name:
Password:

[Create a Student Login](#)
[Forgot your username or password?](#)

To return to the main page of the NJ HESAA NJGRANTS web site, [click here](#).

Note: This site requires the use of JavaScript and Cookies. Please be sure to enable JavaScript and Cookies in your web browser in order to access the full functionality of the site.

- **Home Page**
 - [NJ Student Financial Aid](#)
- **Deadlines**
 - [HESAA Deadline Dates](#)
- **NJFAMS**
 - [Complete additional questions and view state awarding information](#)
- **HESAA Customer Care**
 - 609.584.4480
 - 800.792.8670
- **Hours for Customer Care**
 - M-TH: 8AM-8Pm
 - F: 8AM-5PM

RU Awarded?

Once your financial aid is packaged, you will receive an email with a link to your [Award Letter](#)

1 LOG IN

Login Options

NetID Login

or

RUID Login

2 SELECT SCHOOL AND AWARD YEAR

Rutgers Financial Aid Offer Letter

Year

School

VIEW

3 VIEW AWARD

Office of Financial Aid - Newark | 973-353-5151

RUTGERS 2020-2021 Rutgers Financial Aid Offer Letter Newark College of Arts and Sciences

Year: School:

July 17, 2020 Rev: 2

Dear

We are pleased to offer you the following financial assistance for the 2020-2021 academic year. The costs and awards in this letter are based on living off campus and the information you reported on your Free Application for Federal Student Aid (FAFSA). Your eligibility for these awards may change if new information is received, including information with regard to your [satisfactory academic progress](#).

Estimated Direct Costs

The following charges will appear on your term bill this academic year. The costs reflected here are estimates. [Actual charges are determined in July.](#)

Tuition & mandatory fees	\$16,010
Subtotal	\$16,010

Estimated Indirect Costs

Although you will not be charged directly, the following estimated costs should be considered when planning for the upcoming academic year.

Books & supplies	\$1,350
Travel expenses	\$3,642
Housing & dining	\$16,706
Miscellaneous costs	\$6,747
Subtotal	\$28,445

Total Estimated Cost of Attendance **\$44,455 / yr**

The total of direct and indirect costs. This amount is what your financial aid award is based on.

[Return to Admin Home](#)

1 **View Options**

Show me:

Costs and Awards

Awards Only

See Awards by:

Year Summary

Term Breakdown

Expected Family Contribution (EFC)

\$0 /year

Federal calculation of student and family financial resources used to define need for financial aid. studentaid.ed.gov/sa/fafsa/next-steps/how-calculated

Student Status

Name:

RUID:

School: Newark College of Arts and Sciences

Housing status: Off Campus

Residency status: NJ resident

Graduation Rate

RU Awarded?

View Options

Show me:

2

Costs and Awards

Awards Only

See Awards by:

3

Year Summary

Term Breakdown

Student Status

Name:

RUID:

School: Newark College of Arts and Sciences

Housing status: Commuting

Residency status: NJ resident

[I want to change/update this information.](#)

Grants and Scholarships Offered

Grants and scholarships can be awarded based on need and/or academic merit. Grants and scholarships do not need to be repaid and are subject to specific renewal and eligibility criteria from year to year.

	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>	<u>Summer</u>	<u>Year</u>
Federal Pell Grant	\$1,584	\$0	\$0	\$0	\$1,584
Estimated NJ Tuition Aid Grant (TAG) ¹	\$4,924	\$0	\$4,924	\$0	\$9,848
Total Grant and Scholarship Amounts	\$6,508	\$0	\$4,924	\$0	\$11,432

Options to Pay Net Costs

Loans Offered

You will need to repay all loans upon graduation. Some loans accumulate interest while you are in school.

	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>	<u>Summer</u>	<u>Year</u>
Federal Direct Loan - Unsubsidized ²	\$3,500	\$0	\$3,500	\$0	\$7,000
Federal Direct Loan - Subsidized ³	\$2,750	\$0	\$2,750	\$0	\$5,500
Total Loan Amounts	\$6,250	\$0	\$6,250	\$0	\$12,500

RU Making Financial Aid Changes?

You should **ONLY** submit a **Change of Information** if you want to:

- **reduce** or **decline** your federal loans
- update your **enrollment** or **housing** information
- **decline** your **work-study** award
- If you don't have any changes to make there's no need to submit a change of information form

Making Information Changes:

- 1) [Log in to view your Award Letter](#)
- 2) Look for "I want to change/update this information" hyperlink
- 3) Making any adjustment you need to your enrollment status, housing status, work-study, and federal loans. Read and follow all instructions on the Data Change Form (DCF)
- 4) Click "Submit Changes"

Federal Work Study Program

Complete Job Application

- Will show as a pending document until submitted

Once placed, you will receive a notification to view your FWS job

Federal Work Study Program (Newark)

[View your Federal Work Study Job Assignment](#)

View Employment Authorization Form Information:

- Department
- Supervisor's Info
- Pay Rate & FWS Limit

Accept or Decline job

Contact Supervisor to schedule interview

FWS Employment Valid for One Academic Year

- Make note of awarded amount and do not exceed awarded amount or other aid could be reduced

Federal Work Study

Office of Financial Aid
Student Employment

Employment Authorization Confirmation 2018-2019

**** You MUST respond to one of the choices at the bottom of the page.****



[If you are accepting this job, print a copy for your records.](#)

RUID

Authorized Date: January 02, 2019

Name:

Campus Assigned:

Student's Email:

Job Assignment:

Department Address:

Job Title:

Academic Year:

Supervisor's Name:

Payroll Status:

Supervisor's Email:

School Code:

Department Phone:

Account No.: Rate: Range: Step:

I understand that the gross earnings allowable for this job assignment for this student may not exceed for designated period.

This form, when confirmed by student and supervisor, constitutes authorization for the Department to employ and students to be employed with Federal Work Study Funds from Thru . The department agrees to comply with the provisions of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972. The department shall assign work, provide adequate supervision, schedule work hours, keep accurate time records and submit payroll vouchers in accordance with Financial Aid instructions. Both department and student agree to accept responsibility for maintaining schedule of work which will not be in excess of 35 hours per week during the summer, or 20 hours during the academic year when classes or exams are scheduled, and which will not exceed the limitation on gross earnings stated above.

Select only one option:

Accept/Fall/Spring Accept/Fall Only Accept/Spring Only Decline this Job Assignment

RU *Accepting* Student Loans?

- Students and their families may find they need to take loans as a supplemental way to finance their education. No separate application OR credit check from a bank or other lender is needed to receive Direct Stafford Loans.
- **Students must complete Federal Direct Loan Entrance Counseling and a Master Promissory Note.**



1. Go to www.studentloans.gov
2. Login with your FSA ID
3. Select complete Entrance Loan Counseling
4. Select complete Master Promissory Note and then Subsidized and Unsubsidized
5. Completion timeframe is about 45 minutes

RU Reducing or Declining Student Loans?

The screenshot shows the Rutgers Financial Aid Award Letter interface. On the left is a sidebar with 'View Options' (1) containing radio buttons for 'Costs and Awards', 'Awards Only' (2), 'Year Summary', and 'Term Breakdown'. Below this is 'Student Status' information including Name, RUID, School (Newark College of Arts and Sciences), Housing status (Commuting), and Residency status (NJ resident). A link 'I want to change/update this information.' (3) is circled in yellow. The main content area (4) has a red header with the Rutgers logo and 'Financial Aid Award Letter Newark College of Arts and Sciences'. Below the header, a link 'reduce or decline your federal direct loans.' is circled in yellow. A table shows loan amounts for Federal Direct Loan - Subsidized across Fall, Winter, Spring, Summer, and Year. A red arrow points from the circled link in the sidebar to the circled link in the main content area.

1 View Options

Show me:

2 Costs and Awards Awards Only

See Awards by:

Year Summary Term Breakdown

3 [I want to change/update this information.](#)

4 Loans Offered

Office of Financial Aid - Newark | 973-353-5151

RUTGERS

Financial Aid Award Letter
Newark College of Arts and Sciences

You will need to repay all loans upon graduation. Some loans accumulate interest while you are in school. You can also [reduce or decline your federal direct loans.](#)

	Fall	Winter	Spring	Summer	Year
Federal Direct Loan - Subsidized ²	\$2,750	\$0	\$2,750	\$0	\$5,500
Total Loan Amounts	\$2,750	\$0	\$2,750	\$0	\$5,500

Here you can:

- Update your housing and enrollment
- Reduce or cancel your loans

Here you can:

- Reduce or cancel your loans

RU Enrolled Fulltime?

Impact on Financial Aid

Financial aid eligibility is determined each semester in part by your enrollment status

Number of Credits	Enrollment Status
12 or more	Full time
9.0 – 11.5	Three quarter time
6.0 – 8.5	Half time
Fewer than 6.0 cr	Less than half time

Program	Enrollment Requirements
Federal Pell Grants	Prorated for less than fulltime enrollment
Federal Direct Loans (Stafford, PLUS, and Graduate PLUS)	At least halftime
Federal Work-Study, FSEOG	At least halftime
NJ Tuition Aid Grant and other state aid	Full-time
Rutgers Assistance Grant	Fulltime, with some exceptions
Rutgers Merit Scholarships	Fulltime, with some exceptions
Private loans	Varies by lender

RU Making SAP?

Satisfactory Academic Progress (SAP) is a requirement for all students receiving federal, state, or university assistance while enrolled at Rutgers

How is academic progress measured?

How completion rate is calculated:

RU completed credits + accepted transfer credits / RU attempted credits + accepted transfer credits

ACADEMIC STATUS TABLE: CREDIT COMPLETION & GPA REQUIREMENTS

If Cumulative Credits Completed Equals	Percentage Rate of Cumulative Attempted Credits Completed Must Be	Cumulative GPA (standard calculation)
1-30	50%	1.50
31-59	60%	1.80
60-89	70%	2.00
90 and over	75%	2.00

RU Meeting All of Your School Expenses?

- 1) Calculate what you can afford. Only borrow loans when necessary
- 2) If your financial circumstances or income has changed review our [Change in Family Circumstances \(CIFC\)](#) policy and process
 - Write a personalized letter of appeal and submit with supporting documentation
 - Make a follow-up appointment with the Office of Financial Aid

Additional Resources:

- Speak to your academic school about scholarship opportunities
- [Scholarships](#)
- [RU Installment Plan](#)
- [Loans](#)
- [Resource List](#)

Student Accounting, Billing and Cashier Services

Website: <https://businessoffice.newark.rutgers.edu/>

Web Form: <https://go.rutgers.edu/contactmyrun>

Three areas of the office:

1. **Student Accounting** – term billing and account management
 2. **Cashiers** – payment processing
 3. **RU ID Card Service Center** – issue new or replacement cards
-

Financial Responsibility Statement

- Upon course registration through Webreg
- Upon online term bill payment

20-21 Tuition and Fees

- The Rutgers Board of Governors took the unprecedented step of **freezing tuition and fees from 2019-20 for the 2020-21 academic year**. This action was taken in recognition of the economic stresses that confront every member of our community and despite cost increases in virtually every area of Rutgers operations. **Tuition and Fees rates for the upcoming academic year (21-22) will be determined by the Rutgers Board of Governors in mid-July 2021.**
- You can access tuition and fee rates here: <https://studentabc.rutgers.edu/tuition-fees/tuition-fees-rates>

Payment Plans

Payment Plans

- The table below shows Winter 2021 AND Spring 2021 payment options:
- You can view a step-by-step payment plan sign-up guide (PDF) or a how-to sign-up video here: <https://studentabc.rutgers.edu/rutgers-tuition-payment-plans>

The earlier you enroll the more payments that you will get to pay your plan balance. As you get closer to the start of the term, some options may no longer be available.

Semester	Last Day to enroll online	Required down payment	Number of payments	Months of payments
Winter	December 5	50%	1	December Only
Spring	November 5	25%	5	November-March
	December 5	25%	4	December-March
	January 4	25%	3	January-March

** Fall 2021 enrollment dates will be made available at a later date.*

Tuition Protection Insurance Plan (GradGuard)

- Helps students and their families overcome the financial losses that may result from events which force students to withdraw from the semester due to a covered medical reason.
- **For more:** <https://studentabc.rutgers.edu/refunds/tuition-protection-plan-gradguard>

Student Health Insurance

- Rutgers University requires full time and all F&J Rutgers visa sponsored students to waive or enroll in the Student Health Insurance Plan each semester. The Health Insurance premium is automatically added to the term bill every semester.
- **Student Health Insurance Premium is automatically added to the term bill every semester**
- **Students *must* wave or enroll online **each semester**** (Fall and Spring) at www.universityhealthplans.com
 - **Waiving?** If a student has comprehensive health insurance, they may complete the waiver form each semester *before* the deadline to get the premium removed from their term bill.
 - **Enrolling?** Paying the premium on the term bill is not enrolling. A student must complete the enrollment form each semester *before* the deadline to finalize the process.
- **Students should wait 3 business days** after registering for classes to complete the waiver or enrollment process
- **Must waive or enroll before the deadline.**
 - ~~Fall 2020 Deadline: September 15, 2020 | Fall 2020 Cost: \$942.00~~
 - ~~Coverage from 8/15/20 – 1/14/21~~
 - **Spring 2021 Deadline: February 3, 2021 | Spring 2021 Cost: \$1,305.00**
 - Coverage from 1/15/21 – 8/14/21

More information and details can be found here

<https://riskmanagement.rutgers.edu/student-health-insurance>

Accessing Your Term Bill

You can access your term bill by logging in with either your NetID or RU ID# at finservices.rutgers.edu/otb

Student Account Login Options

1

NetID Login *

or

RUID Login

* Required for Electronic Refund setup.

RBHS Student Account Login

NetID Login

Authorized User(s) Account Login

CommunityID Login

Authorized user access must be granted by the student after login to their myRutgers (<http://my.rutgers.edu/>) dashboard. Once granted access, the third party (parent/guardian/other) can visit finservices.rutgers.edu/otb

Choose Semester

View Student Account for

Summer - 2020

Continue

Your Student

- You do not have a...
- Your Term Bill is du...
- Financial Holds \$0.00
- Term Billable Credit Hours 14.5
- Financial Responsibility Statement accep...

3

Outstanding Balance

Total Charges	\$8,342.20
Total Payments	\$10,222.00CR
Total Balance:	\$1,879.80CR

Charges		Payments / Account Credits	
COMPUTER FEE	\$166.50	FIN AID DSUB OFFERED	\$1,732.00CR
PIRG	\$11.20	FIN AID DUNSB OFFERED	\$990.00CR
CAMPUS FEE	\$1,050.00	FIN AID XOEL OFFERED	\$7,500.00CR
SCHOOL FEE	\$89.50		
TUITION	\$6,122.00		
Tuition & Fees:	\$7,439.20		
Student Healthcare Plan	\$903.00		

Total Charges: \$8,342.20 **Total Payments:** \$10,222.00CR

Adjust Your Payment

RU BOOK ADVANCE FOR FINANCIAL AID STUDENTS IN NEWARK

Payment Options

Pay Online By Electronic Check

You may pay by e-check, which is an electronic withdrawal from your checking or savings bank account. No additional fee is charged for the e-check, unless the electronic payment is returned as unpaid from your bank to the university. If your e-check is returned as unpaid from the bank, a \$60.00 returned payment fee is assessed. The \$60 fee consists of a \$50 administrative fee and a \$10 returned check charge assessed by our payment processor when a payment fails. You may also be assessed additional late fees if you fail to make payment by the due date indicated on your student statement of account.

Pay Online By Credit Card

MasterCard, Visa, American Express and Discover Card may be used to pay tuition and fees online. A service fee will be assessed to your credit card for this convenience. In-person credit card payments are no longer accepted by the Cashier's Offices at the University.

NOTE: Any payments made online will be reflected on your account within three to five business days.

Understanding Your Term Bill – Overview

Your Student Account Status

- You do not have balance due.
- Your Term Bill is due on 8/16/2018.
- Financial Holds \$0.00
- Term Billable Credit Hours 14.5
- Financial Responsibility Statement accepted on Thursday July 26, 2018 at 11:16 AM from use

Outstanding Balance help

Total Charges	\$8,342.20
Total Payments	\$10,222.00CR
Total Balance:	\$1,879.80CR

Charges		Payments / Account Credits	
COMPUTER FEE	\$166.50	FIN AID DSUB OFFERED	\$1,732.00CR
PIRG	\$11.20	FIN AID DUNSB OFFERED	\$990.00CR
CAMPUS FEE	\$1,050.00	FIN AID XOEL OFFERED	\$7,500.00CR
SCHOOL FEE	\$89.50		
TUITION	\$6,122.00		
Tuition & Fees:	\$7,439.20		
Student Healthcare Plan	\$903.00		
Total Charges:	\$8,342.20	Total Payments:	\$10,222.00CR

[Adjust Your Payment](#)

RU BOOK ADVANCE FOR FINANCIAL AID STUDENTS IN NEWARK

If you are a full-time student with a financial aid refund of greater than \$500, \$500 of your financial aid refund will be automatically transferred to a RU Book Advance Account for

Payment Options

Pay Online By Electronic Check

You may pay by e-check, which is an electronic withdrawal from your checking or savings bank account. No additional fee is charged for the e-check, unless the electronic payment is returned as unpaid from your bank to the university. If your e-check is returned as unpaid from the bank, a \$60.00 returned payment fee is assessed. The \$60 fee consists of a \$50 administrative fee and a \$10 returned check charge assessed by our payment processor when a payment fails. You may also be assessed additional late fees if you fail to make payment by the due date indicated on your student statement of account.

Pay Online By Credit Card

MasterCard, Visa, American Express and Discover Card may be used to pay tuition and fees online. A service fee will be assessed to your credit card for this convenience. In-person credit card payments are no longer accepted by the Cashier's Offices at the University.

NOTE: Any payments made online will be reflected on your account within three to five business days.

Understanding Your Term Bill – Breakdown

1

Your Student Account Status

- You do not have balance due.
- Your Term Bill is due on 8/16/2018.
- Financial Holds \$0.00
- Term Billable Credit Hours 14.5
- Financial Responsibility Statement accepted on Thursday July 26, 2018 at 11:16 AM from use

2

Outstanding Balance

Total Charges	\$8,342.20
Total Payments	\$10,222.00CR
Total Balance:	\$1,879.80CR

3

Charges

COMPUTER FEE	\$166.50
PIRG	\$11.20
CAMPUS FEE	\$1,050.00
SCHOOL FEE	\$89.50
TUITION	\$6,122.00
Tuition & Fees:	\$7,439.20
Student Healthcare Plan	\$903.00

Payments / Account Credits

FIN AID DSUB OFFERED	\$1,732.00CR
FIN AID DUNSB OFFERED	\$990.00CR
FIN AID XOEL OFFERED	\$7,500.00CR

Total Charges:	\$8,342.20	Total Payments:	\$10,222.00CR
-----------------------	-------------------	------------------------	----------------------

[Adjust Your Payment](#)

4

6

RU BOOK ADVANCE SOCIAL AID STUDENTS IN NEWARK

If you are a full-time student with a financial aid refund of greater than \$500, \$500 of your financial aid refund will be automatically transferred to a RU Book Advance Account for

5

Payment Options

Pay Online By Electronic Check

You may pay by e-check, which is an electronic withdrawal from your checking or savings bank account. No additional fee is charged for the e-check, unless the electronic payment is returned as unpaid from your bank to the university. If your e-check is returned as unpaid from the bank, a \$60.00 returned payment fee is assessed. The \$60 fee consists of a \$50 administrative fee and a \$10 returned check charge assessed by our payment processor when a payment fails. You may also be assessed additional late fees if you fail to make payment by the due date indicated on your student statement of account.

Pay Online By Credit Card

MasterCard, Visa, American Express and Discover Card may be used to pay tuition and fees online. A service fee will be assessed to your credit card for this convenience. In-person credit card payments are no longer accepted by the Cashier's Offices at the University.

NOTE: Any payments made online will be reflected on your account within three to five business days.

Understanding Your Term Bill – Part 1

1

Your Student Account Status

- You do not have balance due.
- Your Term Bill is due on 8/16/2018.
- Financial Holds \$0.00
- Term Billable Credit Hours 14.5
- Financial Responsibility Statement accepted on Thursday July 26, 2018 at 11:16 AM from use

Student Account Status: This shows an overview of your account, including your basic information, any amounts due, financial holds, academic credits and your financial responsibility statement acceptance status.

Outstanding Balance

help

Total Charges	\$8,342.20
Total Payments	\$10,222.00CR
Total Balance:	\$1,879.80CR

Charges		Payments / Account Credits	
COMPUTER FEE	\$166.50	FIN AID DSUB OFFERED	\$1,732.00CR
PIRG	\$11.20	FIN AID DUNSB OFFERED	\$990.00CR
CAMPUS FEE	\$1,050.00	FIN AID XOEL OFFERED	\$7,500.00CR
SCHOOL FEE	\$89.50		
TUITION	\$6,122.00		
Tuition & Fees:	\$7,439.20		
Student Healthcare Plan	\$903.00		

Total Charges: \$8,342.20 **Total Payments:** \$10,222.00CR

Adjust Your Payment

RU BOOK ADVANCE FOR FINANCIAL AID STUDENTS IN NEWARK

If you are a full-time student with a financial aid refund of greater than \$500, \$500 of your financial aid refund will be automatically transferred to a RU Book Advance Account for

Payment Options

Pay Online By Electronic Check

You may pay by e-check, which is an electronic withdrawal from your checking or savings bank account. No additional fee is charged for the e-check, unless the electronic payment is returned as unpaid from your bank to the university. If your e-check is returned as unpaid from the bank, a \$60.00 returned payment fee is assessed. The \$60 fee consists of a \$50 administrative fee and a \$10 returned check charge assessed by our payment processor when a payment fails. You may also be assessed additional late fees if you fail to make payment by the due date indicated on your student statement of account.

Pay Online By Credit Card

MasterCard, Visa, American Express and Discover Card may be used to pay tuition and fees online. A service fee will be assessed to your credit card for this convenience. In-person credit card payments are no longer accepted by the Cashier's Offices at the University.

NOTE: Any payments made online will be reflected on your account within three to five business days.

Understanding Your Term Bill – Part 2

Outstanding Balance:

This shows your total charges billed and any payments made. 'CR' stands for credit. A 'CR' in "total payments" represents any payment made including financial aid. A 'CR' in "Total Balance" means that a possible refund is due to you due to overpayment. An overpayment may include a financial aid credit or out-of-pocket payment.

2

Outstanding Balance

Total Charges	\$8,342.20
Total Payments	\$10,222.00CR
Total Balance:	\$1,879.80CR

Payment Options

Pay Online By Electronic Check

You may pay by e-check, which is an electronic withdrawal from your checking or savings bank account. No additional fee is charged for the e-check, unless the electronic payment is returned.

3

Charges

COMPUTER FEE	\$166.50
PIRG	\$11.20
CAMPUS FEE	\$1,050.00
SCHOOL FEE	\$89.50
TUITION	\$6,122.00
Tuition & Fees:	\$7,439.20
Student Healthcare Plan	\$903.00
Total Charges:	\$8,342.20

Payments / Account Credits

FIN AID DSUB OFFERED	\$1,732.00CR
FIN AID DUNSB OFFERED	\$990.00CR
FIN AID XOEL OFFERED	\$7,500.00CR
Total Payments:	\$10,222.00CR

Payments/Account Credits: This shows any payments made, financial aid and refunds. If the phrase "Financial Aid Offered" appears on your term bill, it means that the aid has not yet been disbursed or credited to your account. You should check with the Office of Financial Aid for information regarding missing documents or entrance interview requirements.

4

Adjust Your Payment

RU BOOK ADVANCE FOR FINANCIAL AID STUDENTS IN NEWARK

Charges:

This shows your tuition charges and mandatory fees applied to your bill. These may also include other fees and (unpaid) prior year charges.

NOTE: Any payments made online will be reflected on your account within three to five business days.

Understanding Your Term Bill – Part 3 (final)

📘 Your Student Account Status

- You do not have balance due.
- Your Term Bill is due on 8/16/2018.
- Financial Holds \$0.00
- Term Billable Credit Hours 14.5
- Financial Responsibility Statement accepted on Thursday July 26, 2018 at 11:16 AM from use

Outstanding Balance 🔗 help

Total Charges	\$8,342.20
Total Payments	\$10,222.00CR
Total Balance:	\$1,879.80CR

Charges		Payments / Account Credits	
COMPUTER FEE	\$166.50	FIN AID DSUB OFFERED	\$1,732.00CR
PIRG	\$11.20	FIN AID DUNSB OFFERED	\$990.00CR
CAMPUS FEE	\$1,050.00	FIN AID XOEL OFFERED	\$7,500.00CR
SCHOOL FEE	\$89.50		
TUITION	\$6,122.00		
Tuition & Fees:	\$7,439.20		
Student Healthcare Plan	\$903.00		

Total Charges: \$8,342.20 **Total Payments:** \$10,222.00CR

[Adjust Your Payment](#)

RU BOOK ADVANCE FOR FINANCIAL AID STUDENTS IN NEWARK

Payment Options: This shows the various payment options available to you. This includes, e-check, credit card and in person or by mail.

Payment Options

Pay Online By Electronic Check

You may pay by e-check, which is an electronic withdrawal from your checking or savings bank account. No additional fee is charged for the e-check, unless the electronic payment is returned as unpaid from your bank to the university. If your e-check is returned as unpaid from the bank, a \$60.00 returned payment fee is assessed. The \$60 fee consists of a \$50 administrative fee and a \$10 returned check charge assessed by our payment processor when a payment fails. You may also be assessed additional late fees if you fail to make payment by the due date indicated on your student statement of account.

Pay Online By Credit Card

MasterCard, Visa, American Express and Discover Card may be used to pay tuition and fees online. A service fee will be assessed to your credit card for this convenience. In-person credit card payments are no longer accepted by the Cashier's Offices at the University.

NOTE: Any payments made online will be reflected on your account within three to five business days.

6

5

Here is where you can adjust your payment and continue to make payments with the available payment options (credit card or e-check).

Payment Options

Credit Cards **(online only)**

- A nonrefundable 2.7 percent service fee of the total amount paid is assessed by the credit card company.
- Visa, MasterCard, American Express, and Discover cards are accepted for online payments.

Electronic Checks **(recommended)**

- E-check transactions are electronic withdrawals from either your checking or savings bank account.
- [Click to view](#) instructions for completing the e-check payment process via your online student account.

Paper Checks, Money Orders and Cash

- During this time of remote operation, payments should be made through the mail. In-person cash payments at the Cashier's Office will be by appointment only.
- Personal checks are accepted through the mail. Indicate the student's name, telephone number, and RUID number on the front of the check.

International Payments

- View our [International Payments page](#) to learn how to make payments from international banking institutions.

More on payment options: <https://studentabc.rutgers.edu/payment-options>

Refunds

- Students may receive a refund based on financial aid, loan credits or overpayments to their term bill.
- For students who have financial aid, their aid will be applied to the term bill to cover the semester tuition and fee charges after completion of all the paperwork for the award package.
 - **If the financial aid award exceeds the balance due, students are entitled to receive a refund of the credit balance on their student account.**
- We recommend that students set up direct deposit to receive their refund on the first day of classes. Without direct deposit, refunds are available to students after the add/drop period if there is a credit balance on the account due to disbursed financial aid.
- **Refunds will be sent via direct deposit (recommended) or paper check by mail.**
- **Note:** All Parent PLUS loan credit balances that are refunded to the parent borrower will be mailed by paper check to the parent's address listed on the PLUS loan application.

For more on refunds

<https://studentabc.rutgers.edu/refund>

Direct Deposit

- Rutgers University can electronically deposit student refunds directly into the checking or savings bank account provided.
- Student can set up direct deposit for their refunds online. Instructions for how to register for direct deposit can be found here: <https://studentabc.rutgers.edu/electronic-refunds>
- We encourage all students to sign up for direct deposit in order to receive refunds faster.
- **Note:** All Parent PLUS loan credit balances that are refunded to the parent borrower will be mailed by paper check to the parent's address listed on the PLUS loan application. **Please keep in mind that even if the student is signed up for direct deposit with the Parent's account information, PLUS refunds will still be sent to the Parent via paper check.**

How to Set Up Direct Deposit

<https://studentabc.rutgers.edu/electronic-refunds>

Barnes & Noble (B&N) Book Fund

- **Eligibility:** Financial aid recipient with expected refund of \$500+
- Provided when total offered aid exceeds directly billed charges by \$501. This first \$500 is sent to campus bookstore so students can purchase their books without having to wait for a refund
- Students are automatically opted in and must opt out if they don't do not want the book fund
- Students can opt out by logging in to your student account and checking your status
- B&N will price match through Amazon, bn.com and local competition

How to Change Your RU Book Advance Status

<https://studentabc.rutgers.edu/book-advance>

RU ID Card Service Center

- The RU ID card is the official photo identification card issued to faculty, staff, students, and guests on all Rutgers University campuses.
- RU ID cards will be issued by mail for all eligible **students** seeking a new or replacement ID card.
- Newly admitted first year and transfer students will have their RU ID card mailed to the address on record after attending their respective school's orientation session.
- To confirm or update your mailing address, students can log in at <https://personalinfo.rutgers.edu/>

For more on RU ID cards

<https://businessoffice.newark.rutgers.edu/ru-id-card>

How to determine if your spring 2021 class(es) will be held in-person, hybrid or remotely

Step 1: Go to the Online Schedule of Classes at <http://sis.rutgers.edu/soc/> and select term, (campus) location and level. For example, "Spring 2021," "Newark," "Undergraduate." Click "Continue."

Choose a term, location and level of study to get started... - search by school -

Fall / Spring Term: Spring 2021 Fall 2020

Location: New Brunswick Newark Camden

Level: Undergraduate Graduate

Continue ->

Step 2: Look for your course. You can search by "subject," "keyword" or "core code." If you cannot remember which course(s) you registered for, sign into Webreg at <http://webreg.rutgers.edu/>

Search by: **Subject** Keyword Core Code

alternat subject sort | search multiple subjects

Step 3: Select your course (and section if available) and read the "section...comments" as shown below.

21:160:101 WORLD OF CHEMISTRY 3 credits Sections: 0 / 1

Newark Core Code: Natural Sciences (NatSc)

SEC	INDEX	MEETING TIMES / LOCATION	EXAM	INSTRUCTORS
Section 01 Comments: Course section taught by remote instruction - see https://scheduling.rutgers.edu/remote-instruction for details, G				
01 CLOSED	02448	Monday 4:00 PM - 5:20 PM Wednesday 4:00 PM - 5:20 PM	NWK NWK	C CHAFFEE, KAREN

NAVIGATE **Student App**

RU-N4Success is a web platform that connects you to academic and other resources at RU-N.

- Academic advisors, course tutors and others use RU-N4Success to communicate with you.



 NAVIGATE is a free app that brings these resource to your mobile device.



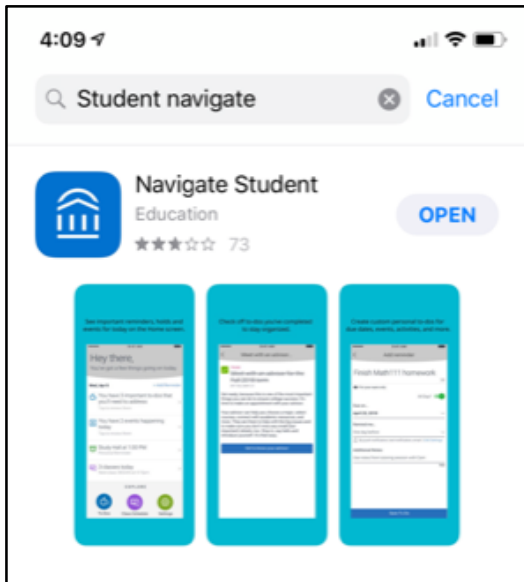
NAVIGATE Features

- **See contact info for your academic advisor(s)**
- **Schedule appointments with:**
 - Academic advising
 - Tutoring
 - Library research assistance
- **See your course schedule**
- **Sign up for “Study Buddies”**
 - Students in your classes who want to form study groups
- **Get notices and reminders for key dates and campus events**
 - Synchronize them with your mobile calendar
 - Set your own personal reminders
- **Take the Major Explorer quiz**
 - Get career guidance combined with data from the U.S. Dept. of Labor

Downloading NAVIGATE

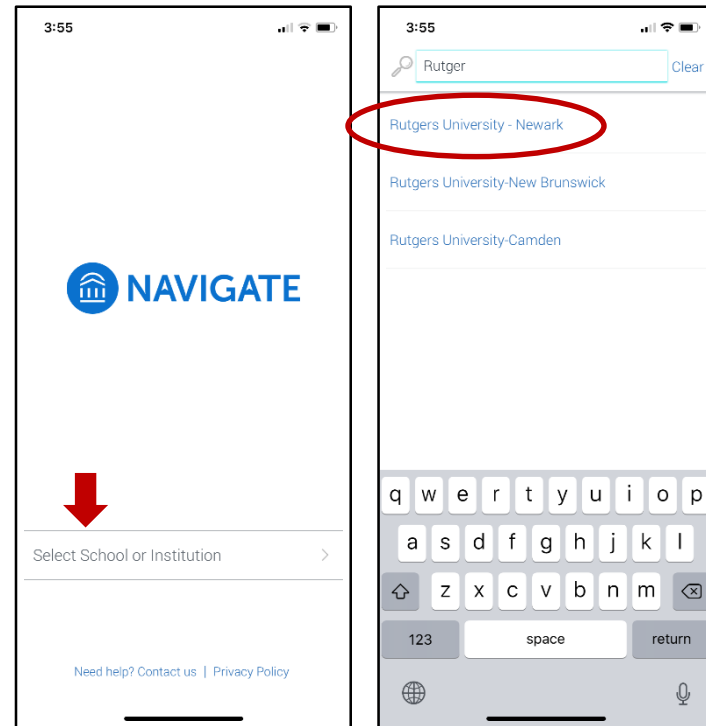
STEP 1:

Search for “**Navigate Student**”
in your app store



Step 2:

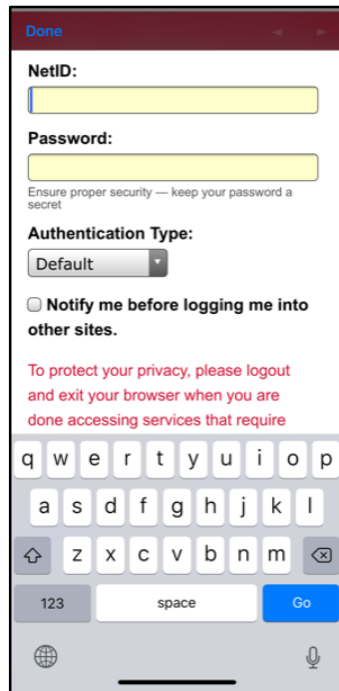
Select “**Rutgers University - Newark**”



Downloading NAVIGATE

STEP 3:

Log in with your Net ID
and password



Done

NetID:
[Text Field]

Password:
[Text Field]

Ensure proper security — keep your password a secret

Authentication Type:
Default

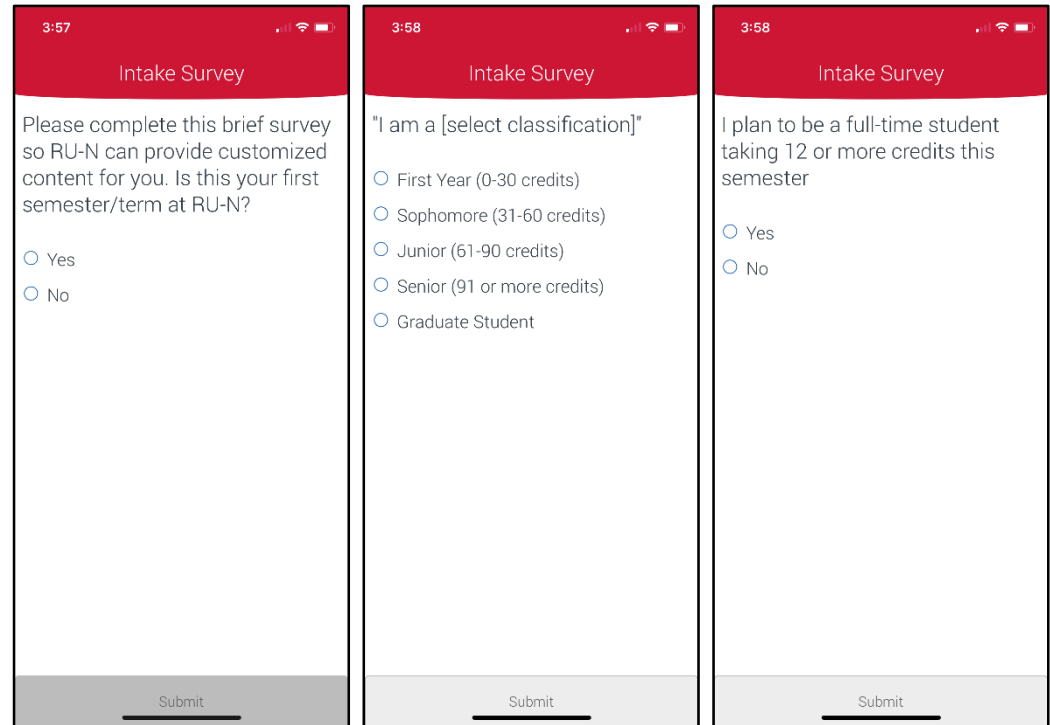
Notify me before logging me into other sites.

To protect your privacy, please logout and exit your browser when you are done accessing services that require

q w e r t y u i o p
a s d f g h j k l
z x c v b n m
123 space Go

Step 4:

Answer the brief intake survey



3:57 Intake Survey

Please complete this brief survey so RU-N can provide customized content for you. Is this your first semester/term at RU-N?

Yes
 No

Submit

3:58 Intake Survey

"I am a [select classification]"

First Year (0-30 credits)
 Sophomore (31-60 credits)
 Junior (61-90 credits)
 Senior (91 or more credits)
 Graduate Student

Submit

3:58 Intake Survey

I plan to be a full-time student taking 12 or more credits this semester

Yes
 No

Submit

STEP 5: Set up notifications so you get announcements and reminders

Personal Information – Net ID

- The university uses Net ID and a secure password as a sign-on identifier
- In order to access many of our electronic services, you need to [activate your Net ID](#)
- Set up and manage via <https://netid.rutgers.edu>
- **Please be cautious with information you give out**
 - **Do not share your RU ID, Net ID and password, Social Security Number (SSN) or other personal information with friends or family or via unsecure platforms.**
- For more information: *myRUN* > *My Grades & Records* > *Personal Information*

Home / My Grades & Records

MY GRADES & RECORDS

Interested in what your student record includes?
Find out how to access that information.

QUICK LINKS

- [View Grades >](#)
- [Get a Transcript >](#)
- [How to Calculate Your GPA >](#)

Find help understanding how you are doing in your classes and how to share that info with others.

- [Transcript Request >](#)
Get your unofficial transcript, official transcript, or apostille
- [Viewing Grades >](#)
Know when to access your grades and how to interpret them
- [How to Calculate Your GPA >](#)
A quick way to figure out your GPA
- [Grading Policies >](#)
Learn about incomplete grades, repeating courses, and the grade forgiveness policy
- [Verifying Your Enrollment >](#)
Obtain verification for student loan deferment, readmission, and more
- [Personal Information >](#)
RUID, NetID, name change, and address change info
- [Privacy of Students and FERPA >](#)
Understand our commitment to keeping your information private
- [NJ Tuition Eligibility >](#)

Personal Information – RU ID Number

(aka student ID number)

- RU ID number is an identifier for all RU students
- Nine-digit number, using “00” in the 4th and 5th number positions (**XXX-00-XXXX**)
- **When contacting student service offices** (financial aid, student accounting, registrar, academic advisors) **make sure to include your RU ID number in your communication so that they can access your account information**
- You can easily find your RU ID number by logging into your “myRutgers” Portal at my.rutgers.edu using your *Net ID* and password
- For more information: **myRUN > My Grades & Records > Personal Information**

Home / My Grades & Records

MY GRADES & RECORDS

Interested in what your student record includes?
Find out how to access that information.

QUICK LINKS

- View Grades >
- Get a Transcript >
- How to Calculate Your GPA >

Find help understanding how you are doing in your classes and how to share that info with others.

- Transcript Request >
Get your unofficial transcript, official transcript, or apostille
- Viewing Grades >
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- NJ Tuition Eligibility >

Personal Information – Scarletmail

(aka Rutgers email address)

- University emails are sent to your RU email account
- Students are responsible for checking their email
- [Step by Step instructions for setting up your Scarletmail](#)
- [You can forward your RU mail to another email address](#) (gmail, yahoo, etc.)
- **To help us protect the privacy of your information, email offices like financial aid, registrar, student accounting and your academic advisors using your RU email**
- For more information: *myRUN > My Grades & Records > Personal Information > Connect to Your Scarletmail*

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myRUN One Stop Virtual Counter

- The my**RUN One Stop** has launched a *Virtual* One Stop Counter for students to access and speak directly to a staff member within the Offices of Financial Aid, Registrar and Student Accounting, Billing and Cashier Services.
- Students must register for a time slot (spaces are limited) with their Net ID and password.

Information on Virtual One Stop Counter dates and how-to register found here:

<https://myrun.newark.rutgers.edu/covid-office-hours>

Important Dates

<https://myrun.newark.rutgers.edu/important-dates>


Date	Important Item
January 13 January 27	Term Bill Due Date(s)
January 13, 2021	RU HERE goes live for ALL undergraduate students
January 15, 2021	Rutgers priority deadline for '21-'22 FAFSA
January 19, 2021	Spring 2021 semester begins
January 19, 2021	Add/Drop Begins
January 27, 2021	Last Day to Add AND/OR Drop
February 2, 2021	DEADLINE to complete RU HERE (ALL STUDENTS)
February 4, 2021	Students who have not completed RU HERE by the deadline will be deregistered by noon
Late Mar./Early Apr.	Fall 2021 registration
May 6, 2021	Spring 2021 exams begin


Withdrawal dates will be announced in January 2021

Follow myRUN on Social Media

Beyond emails, stay connected with updates on our social media platforms

Scan the QR code below to access our links!

 **Twitter:**
[@myrun_onestop](https://twitter.com/myrun_onestop)

 **Instagram:**
[@myrun_onestop](https://www.instagram.com/myrun_onestop)

 **myRUN:**
myrun.newark.rutgers.edu

