

Brown | RISD Dual Degree Summer 2022 Pre-Arrival Checklist

May due dates

Due	Item	Whom to Contact	Link
<input type="checkbox"/> 1	Deadline to commit to BRDD (and Brown)		
<input type="checkbox"/> 6	RISD Housing Portal opens for new students	RISD Residence Life Office (401) 454.6650 housing@risd.edu	https://risd.starrezhousing.com/StarRezPortalX/
<input type="checkbox"/> ASAP	RISD incoming student forms (health forms, Title IX training, RISD alerts, student policies) available via incoming student portal		RISD incoming student portal
<input type="checkbox"/> ASAP	Set up Brown and RISD e-mail accounts prior to June 1st (RISD account information will be sent to your existing email address on file)	Brown OIT (401) 863-4357 RISD Help Desk (401) 454-6106	https://myaccount.brown.edu/ https://risd.freshservice.com/support/solutions/articles/18000046782
<input type="checkbox"/> ASAP	Update or verify your personal information at Brown		selfservice.brown.edu
<input type="checkbox"/> ASAP	International students: Submit the I-20 Form. (BRDD students process all of their visa paperwork with Brown)	Panetha Ott College Admission panetha_ott@brown.edu	brown.edu/go/international

June due dates

Due	Item	Whom to Contact	Link
☐ 1	Deadline to complete RISD housing application, including accommodation requests based on medical, psychological, or disability-related conditions	RISD Residence Life Office (401) 454-6650 housing@risd.edu	https://risd.starrezhousing.com/StarRezPortalX/
☐ 1	Contact College Board to send all AP scores to Brown (code 3094) or to RISD. AP scores should be requested by June 1 to ensure July delivery.		https://satsuite.collegeboard.org/sat/scores/send-scores-to-colleges/sending-scores
☐ 1	<i>Optional:</i> Deadline to apply to RISD First Generation to College Pre-Orientation Program (FGC-POP)	RISD Intercultural Student Engagement (ISE) (401) 454-6277 ise@risd.edu	https://www.ise.risd.edu/risdfgcpre-orientationprogram
☐ 10	BRDD students' timeslot to log into RISD Housing Portal and pick room by 3pm	RISD Residence Life Office (401) 454-6650 housing@risd.edu	https://risd.starrezhousing.com/StarRezPortalX/
☐ 15	<i>Optional:</i> CHEM-Web tutorial for the Chemistry placement exam becomes available online	Brown Chemistry Department chemistry@brown.edu (401) 863-9618	https://sites.google.com/a/brown.edu/chemistry-0100/
☐ mid- June	Submit vaccination info to RISD	RISD Health Services health@risd.edu (401) 454-6625	RISD incoming student portal
☐ mid- June	E-mail from Michele with fall course options (FYS) available at Brown and instructions on submitting your Brown First Year Seminar preferences	Michele Zager (401) 863-9836 michele_zager@brown.edu	

July due dates

Due	Item	Whom to Contact	Link
☐ 1	Submit final official high school transcripts and final school reports to BOTH Brown and RISD through the Common Application website; including British A Levels, IB results	Brown Admissions RISD Admissions	https://welcome.risd.edu/next-steps/for-first-year-students/
☐ 11	Deadline to choose Brown First-Year Seminar for Fall 2022 semester. More information will come from Michele mid/late June so that you can select your course.	Michele Zager (401) 863-9836 michele_zager@brown.edu	n/a
☐ 11	<i>Optional:</i> Application for Brown New-Scientist Catalyst Pre-Orientation closes		https://orientation.brown.edu/get-oriented/pre-orientation
☐ 11	<i>Optional:</i> Application for Brown Mosaic+ Transition Pre-Orientation Program closes	Laura Dobler laura_dobler@brown.edu	https://orientation.brown.edu/get-oriented/pre-orientation
☐ 15	The required New Student Tutorial/ 1stYear@Brown course becomes available - due in August	The College at Brown	canvas.brown.edu
☐ 15	<i>Optional:</i> Application for Brown TWTP (Third World Transition Program) Pre-Orientation closes	Brown Center for Students of Color (401) 863-9247	https://orientation.brown.edu/get-oriented/pre-orientation
☐ 15	<i>Optional:</i> Brown International Orientation registration closes. This program is mandatory for all visa-holding students. (BRDD students process all of their visa paperwork with Brown)	Brown International Mentoring Program (IMP) imp@brown.edu (401)863-6397	https://orientation.brown.edu/get-oriented/pre-orientation
☐ 15	Submit Your Health Forms to Brown ** BRDD students are required to submit health forms to <i>both</i> Brown AND RISD Health Services.	Brown Health Services Brown.edu/health nursing@health.brown.edu (401)-863-1330	http://brown.edu/go/health-requirements

July due dates (continued)

Due	Item	Whom to Contact	Link
☐ 15	Submit Your Health Forms to RISD ** BRDD students are required to submit health forms to <u>both</u> Brown AND RISD Health Services.	RISD Health Services health@risd.edu (401) 454-6625	RISD incoming student portal
☐ 15	Complete RISD Title IX online training & complete Student Policies on student portal		RISD Incoming Student Portal
☐ 15	Update Emergency Contact information and sign up for RISD Alerts on RISD student portal		RISD Incoming Student Portal
☐ 15	RISD ID card photo due - upload photo on incoming student portal, <i>Tip: Do both now, Brown photo ID's are due in August!</i>	RISD Card Services (401) 454-6664	RISD Incoming Student Portal
Additional July tasks:			
☐ July	<i>If applicable:</i> Brown Student Health Insurance Plan (SHIP) waiver due ** BRDD students are eligible for the Brown SHIP but <u>NOT</u> RISD student health insurance (BRDD students do not need to waive RISD student health insurance for this reason.)	Brown Insurance and Purchasing Services (401) 863-9481 insuranceoffice@brown.edu	brown.edu/insurance
☐ July	<i>If applicable:</i> Brown Student Accessibility Services (SAS) Registration and Release Form *	Brown SAS (401) 863-9588 sas@brown.edu	brown.edu/go/sas/registration
☐ July	<i>If applicable:</i> RISD Disability Support Services (DSS) Application for Services *	RISD DSS (401) 709.8460 disabilitysupportservices@risd.edu	https://info.risd.edu/disability-support-services-dss/

* SAS and DSS requests are accepted on a rolling basis through the year. If seeking accommodations, consider learning about these processes in July so that you can complete needed paperwork.

August due dates

Due	Item	Whom to Contact	Link
<input type="checkbox"/> 1	Upload ID photo for Brown ID Card due	Brown Card Office (401) 863-2273	selfservice.brown.edu
<input type="checkbox"/> 1	First semester payment due	Brown Bursar 863- 2484	(401) payment.brown.edu
<input type="checkbox"/> 15	Deadline for completing online Brown New Student Tutorial/1stYear@Brown	Brown Dean of the College Orientation@brown.edu (401) 863-9800	canvas.brown.edu
<input type="checkbox"/> 15	CHEM 0100-web tutorial for the chemistry placement exam closes	Brown Chemistry Department chemistry@brown.edu (401) 863-9618	https://www.brown.edu/academics/chemistry/academics/undergraduate/chemistry-web-tutorial

Additional August Tasks

<input type="checkbox"/>	Deadline to complete Brown EverFi Online Alcohol Education Module(Students receive an email to their Brown.edu account that includes a link to the tutorial)	Brown Bwell Health Promotion naomi_ninneman@brown.edu 401-863-2794	
<input type="checkbox"/>	Brown First Readings response due	The College at Brown	ask.brown.edu
<input type="checkbox"/>	Online placement exams are available for a variety of subject areas at Brown. Students should consult with individual departments for additional information on placement exams	Individual academic departments	https://orientation.brown.edu/design-your-education/course-placement
