BLUE BOOK

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Hi.

Are you ready?
This is your **Blue Book**. It’s all you’ll need to get started.
Welcome to **Duke**.

The **Blue Book** outlines everything you need to do before you arrive at Duke in August. Go through it carefully and be sure to complete each section. Throughout the Blue Book we have **color-coded information** to correspond with each of the four main sections. We hope this is useful as you prepare to become a **Blue Devil**!

**LIVING**

**LEARNING**

**REGISTRATION**

**ORIENTATION**

The **Blue Book** is available electronically. To download a pdf version, please visit [my.duke.edu/students](http://my.duke.edu/students).
Let’s begin with MyDuke.

MyDuke is home to important tools and information you’ll need in preparation for your first year at Duke. At MyDuke, you’ll find:

- Your personal information and must-have Duke links
- Your New Student Checklist to help you keep track of tasks and deadlines during the summer
- A link to your Duke email, which you should check regularly. It is the university’s official means of communication with students.

Go to MY.DUKE.EDU.

Log in with your NETID and PASSWORD.
If you need NetID help, email help@oit.duke.edu.

Find your NEW STUDENT CHECKLIST.
You’ll use this to track tasks and deadlines.
Use this **Academic Calendar** to plan.

**PLAN, PLAN, PLAN!**

In addition to the dates listed here, a fold-out calendar noting summer dates and deadlines is included in your Blue Book. You can tear it out and use it to track your progress.

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**AUGUST 2017**
- 8/22: New Student Orientation begins
- 8/23: Undergraduate Convocation at 11 am
- 8/23: Registration re-opens for Fall 2017 Classes
- 8/23: Group advising meeting
- 8/28: First day of Fall Semester classes

**SEPTEMBER 2017**
- 9/4: Labor Day; classes in session
- 9/8: Drop/add ends for Fall 2017 classes
- 9/15 - 17: Homecoming Weekend

**OCTOBER 2017**
- 10/6: Founders’ Day
- 10/6: Fall break begins at 7 pm
- 10/11: Classes resume
- 10/20 - 10/22: Family Weekend
- 10/27: Deadline: Part 2 of AlcoholEdu & Haven

**NOVEMBER 2017**
- 11/1: Registration begins for Spring 2018 classes
- 11/15: Registration windows end for Spring 2018 classes; drop/add begins
- 11/21: Thanksgiving recess begins at 10:30 pm
- 11/27: Classes resume

**DECEMBER 2017**
- 12/8: Fall Semester classes end
- 12/9 - 12/12: Undergraduate reading period
- 12/13: Final exams begin
- 12/18: Final exams end at 10 p.m
- 12/18: Deadline: Spring 2018 dining plan changes
- 12/19: Winter break begins (residence halls close)

**JANUARY 2018**
- 1/6: Residence halls open at noon for Spring Semester
- 1/7 - 1/9: 2018 Winter Forum
- 1/10: First day of Spring 2018 classes
- 1/15: Martin Luther King, Jr. holiday; no classes
- 1/24: Drop/add ends for Spring 2018 classes

**FEBRUARY 2018**
- 2/19: Registration begins for Summer 2018 classes

**MARCH 2018**
- 3/9: Spring recess begins at 7 pm
- 3/19: Classes resume

**APRIL 2018**
- 4/4: Registration begins for Fall 2018 classes
- 4/13: Registration windows end for Fall 2018 classes; drop/add begins
- 4/25: Undergraduate classes end for Spring 2018
- 4/26 - 4/29: Undergraduate reading period
- 4/30: Final exams begin

**MAY 2018**
- 5/5: Final exams end at 10 p.m
- 5/7: Residence halls close for summer on East Campus
- 5/13: Graduation exercises; conferring of degrees

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**USEFUL LINKS**

**Start Here**
- my.duke.edu/students
  - Personal info & important links

**Navigate Campus**
- calendar.duke.edu
  - University events calendar
- studentaffairs.duke.edu
  - Student services, student groups, cultural centers
- dukelist.duke.edu
  - Duke’s Free Classifieds Marketplace

**Stay Safe**
- emergency.duke.edu
  - Campus emergency/extreme weather updates
- studentaffairs.duke.edu/dukereach1
  - Report concerns about student health and behavior

**Study**
- dukehub.duke.edu
  - Course registration, grades, accounts
- sakai.duke.edu
  - Online course materials

**Get Informed**
- today.duke.edu
  - Your site for university news

**Social Media**
- facebook.com/duketodaystudents
- twitter.com/dukestudents
- instagram.com/dukestudents

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## Student Support Services

**AREA CODE FOR ALL NUMBERS:** 919

### LIVING

<table>
<thead>
<tr>
<th>Service</th>
<th>Website</th>
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<tbody>
<tr>
<td>Bursar's Office – Student Accounts</td>
<td>finance.duke.edu/bursar</td>
<td>684-3531</td>
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<tr>
<td>Bursar's Office – University Cashiering</td>
<td>finance.duke.edu/bursar</td>
<td>684-4773</td>
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<tr>
<td>Counseling and Psychological Services (CAPS)</td>
<td>studentaffairs.duke.edu/caps</td>
<td>660-1000</td>
</tr>
<tr>
<td>Duke Dining</td>
<td>studentaffairs.duke.edu/dining</td>
<td>660-3900</td>
</tr>
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<td>DukeCard Office</td>
<td>dukecard.duke.edu</td>
<td>684-5800</td>
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<td>Duke Police</td>
<td>police.duke.edu</td>
<td>684-2444</td>
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<td>Duke Stores Administrative Office</td>
<td>dukestores.duke.edu</td>
<td>684-2065</td>
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<td>Financial Aid Office</td>
<td>financialaid.duke.edu</td>
<td>684-6225</td>
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<td>Housing, Dining and Residence Life</td>
<td>studentaffairs.duke.edu/hdrl</td>
<td>684-5320</td>
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<td>International House</td>
<td>studentaffairs.duke.edu/ihouse</td>
<td>684-3585</td>
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<td>Parent &amp; Family Programs</td>
<td>studentaffairs.duke.edu/parents</td>
<td>684-2577</td>
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<td>Parking &amp; Transportation Services</td>
<td>parking.duke.edu</td>
<td>684-7275</td>
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<td>Post Office</td>
<td>postoffice.duke.edu</td>
<td>382-4500</td>
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<td>Student Affairs</td>
<td>studentaffairs.duke.edu</td>
<td>684-3737</td>
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<td>Student Disability Access Office</td>
<td>access.duke.edu</td>
<td>688-1329</td>
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<tr>
<td>Student Wellness Center</td>
<td>studentaffairs.duke.edu/studenthealth</td>
<td>681-9355</td>
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### LEARNING

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<tr>
<td>Academic Advising Center/Trinity</td>
<td>advising.duke.edu</td>
<td>684-6217</td>
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<tr>
<td>Academic Resource Center</td>
<td>arc.duke.edu</td>
<td>684-5917</td>
</tr>
<tr>
<td>Career Center</td>
<td>studentaffairs.duke.edu/career</td>
<td>660-1050</td>
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<tr>
<td>Duke Textbook Store</td>
<td>dukestores.duke.edu/textbook.php</td>
<td>684-6793</td>
</tr>
<tr>
<td>Duke Technology Center</td>
<td>dukestores.duke.edu/cpustore</td>
<td>684-8956</td>
</tr>
<tr>
<td>Global Education for Undergraduates/Study Abroad</td>
<td>globaled.duke.edu</td>
<td>684-2174</td>
</tr>
<tr>
<td>OIT (Office of Information Technology)</td>
<td>oit.duke.edu</td>
<td>684-2200</td>
</tr>
<tr>
<td>Pratt School of Engineering Undergraduate Education Office</td>
<td>pratt.duke.edu/undergrad/students/first-year</td>
<td>660-5996</td>
</tr>
<tr>
<td>PreBusiness Advising</td>
<td>advising.duke.edu/prebusiness</td>
<td>684-6221</td>
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<tr>
<td>PreGraduate Advising</td>
<td>advising.duke.edu/pregraduate</td>
<td>684-2075</td>
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<td>PreHealth Advising</td>
<td>prehealth.duke.edu</td>
<td>684-6217</td>
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<tr>
<td>PreLaw Advising</td>
<td>advising.duke.edu/prelaw</td>
<td>684-2865</td>
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<tr>
<td>Undergraduate Education</td>
<td>undergrad.duke.edu</td>
<td>668-3420</td>
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### REGISTRATION

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<tr>
<th>Service</th>
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<tr>
<td>Office of the University Registrar</td>
<td>registrar.duke.edu</td>
<td>684-2813</td>
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### ORIENTATION

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<td>New Student Programs</td>
<td>studentaffairs.duke.edu/new-students</td>
<td>684-3511</td>
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Plan ahead. In the coming weeks, carefully planning will ensure your transition to Duke is smooth and enjoyable one. Use this calendar to track important dates and deadlines, and to coordinate any special arrangements you wish to make. Don’t wait. Begin your preparations now.

Note important summer dates and deadlines (*). Provide some dates approximate for Duke data in each matrix. Your Academic Dean in the Office of the University Registrar at 919-684-2813 to make alternate arrangements. Note that for students admitted to Duke over the summer, you still need to complete all the information online as soon as possible. The “Registration Instructions” can be downloaded as PDFs from the MyDuke site, her and discuss how best to submit the required information. The Blue Book and the Princeton Review are available via MyDuke (Trinity), or pratt.duke.edu/first-year-plan. If your son or daughter is traveling when you receive this Blue Book, please contact him/her and discuss how best to submit the required information. The Blue Book and the Princeton Review are available via MyDuke (Trinity), or pratt.duke.edu/first-year-plan.

1. Pre-Orientation Registration Begins
2. Pre-Orientation Application Due
3. Pre-Orientation Registration Begins
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30. Pre-Orientation Application Due
31. Pre-Orientation Application Due

NOTE TO LATE MATRICULANTS: If you are admitted to Duke late in the summer, you will need to complete all your information in as soon as possible. The “Registration Instructions” can be downloaded as PDFs from the MyDuke site, her and discuss how best to submit the required information. The Blue Book and the Princeton Review are available via MyDuke (Trinity), or pratt.duke.edu/first-year-plan. If your son or daughter is traveling when you receive this Blue Book, please contact him/her and discuss how best to submit the required information. The Blue Book and the Princeton Review are available via MyDuke (Trinity), or pratt.duke.edu/first-year-plan.

NOTE TO PARENTS: If you are attending the first 3 days of the New Student Orientation, you will need to complete all the information online as soon as possible. The “Registration Instructions” can be downloaded as PDFs from the MyDuke site, her and discuss how best to submit the required information. The Blue Book and the Princeton Review are available via MyDuke (Trinity), or pratt.duke.edu/first-year-plan. If your son or daughter is traveling when you receive this Blue Book, please contact him/her and discuss how best to submit the required information. The Blue Book and the Princeton Review are available via MyDuke (Trinity), or pratt.duke.edu/first-year-plan.

If you are considering Duke for the fall, please check the enrollment website for the fall terms. If Duke does not meet your needs, you may consider other options. If you have questions, please contact the Enrollment Office at 919-684-2813 or email to enroll@duke.edu.
East Campus Houses

NEIGHBORHOOD

Alspaugh residence hall is home to approximately 125 first-year students. Opening in 1927, the building was named for John W. Alspaugh, a lawyer, editor, and civil leader in Winston-Salem, NC.

Bassett residence hall is home to approximately 125 first-year students. Opening in 1927, the building was named for John Spencer Bassett, a scholar and historian.

Brown residence hall is home to approximately 125 first-year students. Opening in 1927, the building was named for Joseph G. Brown, a banker in Raleigh who was named Chairman of the Duke Board of Trustees in 1917.

Pegram residence hall is home to approximately 125 first-year students. Opening in 1927, the building was named for William H. Pegram. Pegram is home to the Performing Arts Living/Learning Community.

NEIGHBORHOOD

East House residence hall, opened in 1914, is home to approximately 80 first-year students.

Epworth residence hall is home to approximately 50 first-year students. It is the oldest and smallest residence hall on East Campus.

Giles residence hall is home to approximately 115 first-year students. Opening in 1927, the building was named after three sisters who were the first women to graduate from Trinity College.

Unurance Staff

RA | Resident Assistant: a student leader assigned to your floor; fosters community in your house; helps you acclimate to Duke and Durham; plans activities; mediates conflicts; points you in the right direction

GR | Graduate Resident: a graduate student who oversees programming and advises the House Council; works closely with the RA staff

RC | Residence Coordinator: a full-time, live-in professional who supervises RAs and GRs; helps students with residential and academic concerns

FIR | Faculty-in-Residence: faculty members who live in the residence halls; host events and create a heightened sense of intellectual curiosity

Faculty-in-Residence website: undergraduatedean.duke.edu/programs/faculty-in-residence/

Packing List?

We asked some members of the Class of 2020 for some packing tips! This list is not comprehensive—nor is anything required. Go to bit.ly/dukepack for a more detailed packing list and bit.ly/dontpack for a more detailed anti-packing list.

DON’T FORGET TO PACK...

- XL twin bed sheets
- Umbrella & rain boots
- Surge-protected power strips
- Hat & gloves
- Command strips to hang things on the wall
- Shower shoes & coffee mugs
- Reusable water bottles & coffee mugs
- First-aid kit
- One dress outfit

DON’T BRING...

- A printer
- Halogen lamps
- Candles
- Knives & weapons
- Pets
- Alcohol

Photos by Les Todd
Housing

Welcome to your new home! The Housing, Dining and Residence Life (HDRL) staff welcomes you to Duke. You’ll find that living on campus allows you to enjoy the total Duke experience. So, let’s get started.

Room Assignments
All first-year students live on East Campus. In general, room assignments are randomly generated. Buildings and bedrooms differ slightly in their configuration.

SINGLE GENDER OR CO-ED FLOORS?
Every residence hall on East Campus houses both men and women. Co-ed floors have a men’s wing and a women’s wing on the same floor with bathrooms designated by gender. Single gender floors have only men or only women living on the floor.

Students who are interested in gender-neutral housing can request this housing option by contacting Housing Assignments (housing@duke.edu). Gender-neutral housing is defined as students of differing gender sharing the same bedroom and bathroom. Roommates must mutually request each other and must also both request gender-neutral housing.

SINGLE? DOUBLE? TRIPLE?
First-year students choose from three room types: single, double, or triple. A single room houses one student, a double two students, and a triple three students.

Single room rates are more than double rooms, and triple room rates are less than double rooms. Most students will live in double rooms. More information about room rates can be found at studentaffairs.duke.edu/hdrl/apply-housing/2017-2018-undergraduate-housing-rates.

First-year students who are assigned a single room should note that single rooms are not guaranteed for sophomores unless pre-approved through the Medical/Disability Housing process.

BUILDING
Students are not able to choose the building they would like to live in.

BATHROOM
All bathrooms are shared with other students. Bathrooms are designated male or female. At least one gender-neutral bathroom can be found in each building. Students will vote at the beginning of each semester to have bathrooms locked or unlocked.

AIR CONDITIONING ON EAST
All residence halls on East Campus have air conditioning. Types of AC include: central air, window units, and portable “penguin” units.

DEADLINES MATTER
HDRL makes every effort to meet the preferences (roommate, room type, medical needs, etc.) for students returning all required materials by the Wednesday, May 31, 2017 deadline. We cannot guarantee that a student’s preferences will be met.

Medical/Disability Housing Information

SPECIAL HOUSING REQUEST PROCEDURES
HDRL works in conjunction with the Student Disability Access Office (SDAO) to ensure consistency in evaluating special housing requests. Documentation of the disability or condition by an appropriate health care provider will be needed to accurately and equitably evaluate requests based on medical, psychological, or disability related conditions. This person(s) must not have personal ties to the student or the student’s relatives.

DATES AND DEADLINES
Students who need special housing accommodations should follow the procedures outlined at studentaffairs.duke.edu/hdrl/apply-housing/applying-first-year-housing.

Deadline for requests is Monday, May 15, 2017.
Housing Options on East Campus

**THE FOCUS PROGRAM**
Duke’s Focus Program for first-year students provides clusters of courses designed around an interdisciplinary theme with a residential component. Students participate in a shared housing experience with other Focus students that facilitates discussion and scholarly exploration while taking part in Duke’s rich East Campus living environment. Please note that as we make assignments, participation in the Focus program supercedes most other housing preferences. For more information, go to [focus.duke.edu](http://focus.duke.edu).

**SUBSTANCE-FREE COMMUNITY**
The Substance-Free Community was created to support students interested in living in a substance-free environment. Additionally, students in Substance-Free have the opportunity to participate in experiences to develop habits that support lifelong health and well-being. The community also features extended quiet hours to promote academic study.

Substance-Free differs from other first-year communities because residents sign a contract pledging to refrain from:
- the use of alcohol
- being under the influence of alcohol, illegal drugs, and tobacco
- the abuse of prescription medications
Students who do not honor the contract will be relocated to a different community.

**ARTS COMMUNITY**
Interested in music, drama, or art? The Arts Community brings together students with a common interest in the arts. You do not need to major in the arts or even have any special talents to live in this community. All students are welcome to live in this community.

Arts Community residents have the opportunity to participate in events geared toward the arts such as receiving free or discounted tickets to performances, being an audience for peer performances, or watching concerts right in the common room. Participation in these events is always optional.

Past guest performers have included the Ciompi Quartet, Branford Marsalis, Nnenna Freelon, and Dmitry Sitkovetsky.

Community Involvement

**HOUSE COUNCILS**
There are many ways to get involved with your community on East Campus. House Council elections occur during the first weeks of class. You can also help plan weekend events through the Late Night Programming Committee or you can participate in annual events such as Midnight Breakfast and Spring Carnival through East Campus Council.

House Councils are the programming body for the house and also provide the student voice. House Council representatives will participate in two retreats as well as ongoing leadership development.

**DEVILS AFTER DARK**
The Late Night Programming Committee and the House Councils organize a variety of events every evening on the weekends. All events are free and open to any first-year student. Past events have included:
- buses to the mall
- trips to the ice skating rink and trampoline venue
- movie nights and comedy shows
- free tickets to on-campus events
- laser tag on the main quad

**DUKE COFFEEHOUSE**
Located behind Wilson dorm on East Campus, the Duke Coffeehouse is generally considered one of the “chillest spots” at Duke and serves as a link between the University and the Durham community. Students come to study and socialize amid the aroma of freshly brewed coffee. When the Coffeehouse holds events, it is transformed into a live venue for performances, athletic watch parties, and open mic nights.
The Basics to Help You Plan

MAILBOX ASSIGNMENTS
First-Year students receive mailbox assignments. Once you enroll, you will receive a mailbox key in your Welcome packet. Then you will get an e-mail with your official campus address in early July. Your mailbox will be active and available in your name beginning Monday, August 14.

ADDRESSING MAIL
Ordering books? Parents, relatives sending you mail or packages? When addressing mail to your address at Duke, please follow the address format and information listed below:
- Your first and last name (no nicknames)
- Your dorm room #, building
- Duke Box # XXXXX (Required)
- Your building’s street address
- Durham, NC 27708

STUDENT MAILBOX CENTER (SMC)
The SMC is where students pick up their US Mail. It is conveniently located in the lower level of the Bryan Center. (Accessibility is 24/7.)

The counter hours of operation are 8:30am-5:00pm, Monday-Friday. (Closed weekends & University holidays) Boxes are accessible 24/7. The SMC only provides incoming mail/package services.

CAMPUS MAIL SERVICES DELIVERY
Duke Campus Mail Services (DCMS) processes incoming US Mail that is addressed to the campus and university. The staff only delivers US Mail to mailboxes and not to street addresses. All US Mail must bear a Box # in order to identify, sort, and deliver it in a timely manner.

Mail received without a Box # will cause a delay in mail delivery.

PACKAGE DELIVERY FOR STUDENTS
DCMS picks up mail and packages from the US Postal Service daily. All packages are processed and logged into our Internal Package tracking system. Then students are notified by e-mail or text message when a package is available for pick-up at the Student Mailbox Center. We have parcel lockers on-site as well.

INBOUND DHL, FEDEX, UPS & OTHER CARRIERS
All overnight and ground carriers only deliver to a physical street address, and not box numbers. Please use your full address and telephone number on your packages. These packages will be delivered, no matter which carrier or vendor the sender uses.

STAMPS, PACKAGE/SHIPPING SERVICES, ETC.
Need to purchase stamps or mail packages? These services are available at the Duke Store in the Bryan Center. The US Postal Service station is located at the Duke Technology Center (DTC) on the 2nd floor. Just ask them for assistance! You can mail outgoing letters and packages from that location. For more information, visit: postoffice.duke.edu

IN THE RESIDENCE HALLS:
AMENITIES
Each house has its own personality and community, but some common features include:
- main common room with a piano and television; some have DVD, Blu-ray, and game system consoles
- kitchen with stove and refrigerator
- laundry facilities
- vending machines
- shared bathrooms
- game tables such as pool and ping pong tables (these vary by house)

HALL SECURITY
Each residence hall utilizes card-access entry and first-floor window security screens. Safety phones (Blue Light Phones) are located throughout campus for emergency response by the Duke University Police Department. Duke Police also operate substations on East Campus in Bell Tower and behind Wilson.

TV
Individual bedrooms are not equipped with cable or internet TV. Common areas in your house have a shared TV with internet TV.

TRASH/RECYCLING
Most buildings have a designated room for trash and recycling. Alspaugh, Blackwell, Pegram, and Randolph have several trash and recycling nooks.

Duke strongly supports recycling efforts and provides each student bedroom with a recycling container. Residence halls have single stream recycling. Duke Recycles maintains a list of specific items that should be recycled: sustainability.duke.edu/campus_initiatives/waste/dukerecycles.html.

IN YOUR ROOM:
FURNISHINGS
The differing architectural style of the residence halls on East Campus means that there really is no “typical” room. However, each room does have similar furnishings. When you move in, you will have:
- bed and mattress (mattress size is 36” x 80”; bring “extra-long” twin sheets)
- chest of drawers
- closet or wardrobe (about 10 cubic feet)
- student desk and desk chair
- bookcase

Some rooms are carpeted and some have wooden floors. Once assigned, you can access the HDRL website and find links to pictures of your building and some sample rooms.

Additional furnishings, such as futons and rugs, may be added to the room with the consent of all residents of that room. Residents are responsible for all furnishings provided in the room. University-provided furniture may not be removed from the room.

CLEANING SUPPLIES
Cleaning supplies are available for student use. Duke University does not clean individual bedrooms during the academic year. Students are expected to keep their rooms orderly and sanitary. Health and safety inspections of each room are completed once per calendar quarter.

NETWORKING
Wireless network access is available in all residence hall rooms and common spaces. If you prefer wired connections, ports are available in every student room.

PHONE SERVICE
Student bedrooms are not equipped with individual phone lines. Students should plan to bring a cell/smart phone to use as their primary phone. Residence halls are equipped with signal boosters to enhance the quality of phone reception.
Roommates

Duke University and Housing, Dining & Residence Life strongly believe in the value of the on-campus residential experience. This experience provides you with exciting opportunities to meet new people and learn about cultures and lifestyles that may differ from your own.

**HOW HOUSES ARE ASSIGNED**

Incoming first-year students are not asked to choose a specific residence hall. Instead, residents are randomly assigned to rooms and buildings on the first-year campus. The only exceptions are students enrolled in the Focus program, Cardea Fellows, or athletic teams who may be assigned to specific buildings that have a residency component to the program.

**HOW ROOMMATES ARE ASSIGNED**

Students are matched with roommates through three different methods: randomly assigned roommates, choosing a roommate, or student-athlete assignment.

**RANDOMLY ASSIGNED ROOMMATES**

Incoming first-year students are matched with roommates based on the information provided on the first-year housing application. We have found that students who have the same study habits, noise tolerance, and sleep schedules tend to have positive experiences living together. While no one can guarantee a “perfect roommate,” we find that pairing students based on these behaviors offers a starting point from which students can develop a rewarding roommate experience. Most students opt for a randomly assigned student. It is important that you answer each question on the housing application honestly so that we can accurately match you with someone who will be compatible!

**CHOOSING A ROOMMATE**

Some students choose to identify a specific roommate. HDRL will try to honor all mutual roommate requests. However, in some cases, such as when students are enrolled in different Focus clusters, roommate requests will not be possible. If you are thinking about the option to identify a preferred roommate, please consider the following:

- Similar habits are more important than similar interests. You both may love the same music, but if you prefer to study with the music on and your potential roommate likes the room to be quiet, you may be great friends, but not compatible roommates.
- Social media profiles are not always an adequate portrayal of a person and may not be the best source of information about a potential roommate.
- Choosing to live with a friend from home may offer the comfort of an immediate friend on campus, but think about how that friendship may change as you both meet new people and develop new friends on campus.

**LAYING THE GROUNDWORK**

Healthy roommate relationships take time to develop. An important place to start is getting to know each other. Make time to find out about your roommate's background, habits, interests, and pet peeves. Talk about the differences between you (but don’t forget about the similarities), how they may affect your living environment, and what compromises you both may have to make to maintain harmony. Discuss what you hope for in a roommate relationship.

During the first few weeks of school, your Resident Assistant (RA) will ask you to formally address some of the issues you have discussed by completing a “Roommate Agreement.” This document assists you in understanding and communicating needs and expectations related to study time, sleep time, cleanliness, guests, shared use of personal belongings, etc.
Completing your housing and dining application
You will be directed through MyDuke and the HDRL website to the housing and dining application. It is important that YOU (not your parents, not your older sibling, not your significant other) complete the application. **The deadline for completing your application is Wednesday, May 31, 2017.**

You will complete your Dining Plan Selection and Housing Application via [my.duke.edu](http://my.duke.edu). Information about dining plans can be found on pages 7-9.

From [my.duke.edu](http://my.duke.edu), click Housing, then click “Complete Your Housing Application.” You will be redirected to the HDRL website to review the application instructions. Once reviewed, click the link for the Dining Plan Selection and Housing Application. You will be redirected to the housing application landing page. Click “Class of 2021 Dining & Housing” and you will enter the housing application.

Under Dining Plan Selection, from the dropdown menu, select either “Meal Plan H” or “Meal Plan I.”

If you have a preferred roommate, follow the instructions to identify your preferred roommate. You will need your preferred roommate’s Unique ID. Click “Next step” to continue.

If you do not have a preferred roommate, click “Next step.”

Complete the Roommate Matching and Housing Preferences.
Please answer “yes,” “no,” or “no pref” to these lifestyle statements:

“I am a smoker.”
If you are a regular smoker, select “yes.” If you are not a smoker, select “no.”

“I am a social smoker.”
If you smoke occasionally in social settings, please select “yes,” indicating you are a social smoker. If you never smoke, select “no.”

“I mind if my roommate smokes.”
If you do not want to live with a smoker or social smoker, then select “yes,” indicating that you DO mind if your roommate smokes. If you do not mind if you have a smoker or social smoker roommate, select “no.” If you don't care about your roommate's smoking habits, select “no pref.”

“I prefer noise (music/tv) while studying.”
If you prefer noise while studying (television, music, etc.), select “yes.” If you prefer silence while studying, select “no.” If you do not care either way about noise while studying, select “no pref.”

“I go to bed late (after 12 am).”
If you generally prefer to go to bed late (after midnight), select “yes.” If you tend to go to sleep earlier, select “no.” If your habits vary, select “no pref.”

“I wake up early (before 8 am).”
If you expect to wake up before 8 am regularly, select “yes.” If you generally expect to sleep later than 8 am, select “no.” If your habits vary, select “no pref.”

“I prefer a single room.”
If you wish to live in a single room, select “yes.” If you do not want to live in a single room, select “no.” If you have no preference, select “no pref.” The single room rate is greater than the double room rate.
RENTER’S INSURANCE
Duke University is not liable for damage or loss of personal property kept in the resident’s assigned space or in other areas of University housing. Because the University does not provide property insurance, residents are encouraged to secure their own personal property insurance.

All Duke students should consider purchasing renter’s insurance to protect their personal property in the event that it is damaged, destroyed, or stolen. Even if a student is a dependent under his or her parent’s insurance, the student’s personal property may not be covered.

Talk with your parents. They should check their policy or contact their insurance agent to see what coverage you have and if renter’s insurance is right for you while away at school.
Dining

Duke is home to one of the most innovative, dynamic, cutting-edge and award-winning collegiate dining programs in the country. We focus on sustainable, nutritional, and communal dining options. Students can take advantage of our eclectic array of restaurant concepts with healthy and nutritious, vegan and vegetarian, allergen-friendly, international, organic, local, and sustainable choices. With more than 50 venues to choose from—including on-campus restaurants, food trucks, and restaurants that deliver—you are sure to please your palate at any time of day. Our goal is to provide a delicious, healthy, affordable dining experience no matter where you choose to eat on campus. Please visit dining.duke.edu for a detailed list of our on-campus eateries, locations, hours, and menus.

The First-Year Dining Program
First-year students are required to have a Dining Plan that includes 12 pre-paid, all-you-care-to-eat meals each week (board plan) plus Food Points (see sidebar on page 8) for a la carte meal purchases. The First-Year Dining Program is designed to enhance the undergraduate experience. Centered around the Marketplace, the main East Campus dining facility, the First-Year Dining Program provides a wide range of choices and fosters a sense of community through dining together.

PICKING THE RIGHT DINING PLAN
There are two dining plans available to first-year students. Each plan begins with the same baseline board plan with options that provide more Food Points at the outset. Both plans allow students to add more points as necessary. To examine plan options and complete your dining plan preferences, visit studentaffairs.duke.edu/dining.

- You get a total of 12 board plan meals each week at the Marketplace (five for breakfast; seven for dinner or weekend brunch).
- You receive one breakfast daily, Monday through Friday. A breakfast equivalency of $4.55 may be used for breakfast at The Skillet (West Union) until 10:15 am, or for lunch at the Marketplace until 2:30 pm for those who miss breakfast. Breakfast in the Marketplace or its equivalency must be used each day; they do not carry over to the next day.

<table>
<thead>
<tr>
<th>Dining Plan</th>
<th>Total Cost per Semester*</th>
<th>Food Points Value per Semester</th>
<th>Weekly Average Food Points Value</th>
<th>Daily Average Food Points Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plan H</td>
<td>$3,499</td>
<td>$490</td>
<td>$31.47</td>
<td>$4.50</td>
</tr>
<tr>
<td>Plan I</td>
<td>$3,575</td>
<td>$567</td>
<td>$36.42</td>
<td>$5.20</td>
</tr>
</tbody>
</table>

* Total cost per semester includes a 7.5% NC sales surcharge and the dining fee. The surcharge is credited to the student’s DukeCard and a surcharge is paid when meals are purchased. Weekly and daily averages above do not include applicable NC sales surcharge.

Your financial aid award will not change based on your choice of dining plan. Your financial aid award is determined using Dining Plan H.
FINANCIAL AID

8

| BOARD PLAN |
|------------------|------------------|

<table>
<thead>
<tr>
<th>Service Periods</th>
<th>Last Meal before Break</th>
<th>First Meal after Break</th>
</tr>
</thead>
<tbody>
<tr>
<td>First-Year Orientation</td>
<td>First Board Meal - Thursday, August 24, 2017</td>
<td>Breakfast</td>
</tr>
<tr>
<td>Fall Break</td>
<td>Friday, October 6, 2017</td>
<td>Tuesday, October 10, 2017</td>
</tr>
<tr>
<td>Thanksgiving Break</td>
<td>Tuesday, November 21, 2017</td>
<td>Sunday, November 26, 2017</td>
</tr>
<tr>
<td>Winter Break</td>
<td>Monday, December 18, 2017</td>
<td>Tuesday, January 9, 2018</td>
</tr>
<tr>
<td>Spring Break</td>
<td>Friday, March 9, 2018</td>
<td>Sunday, March 18, 2018</td>
</tr>
<tr>
<td>End of Academic Year</td>
<td>Saturday, May 5, 2018</td>
<td>Breakfast (not Brunch)</td>
</tr>
</tbody>
</table>

The Marketplace is closed during the breaks listed in this chart. There are no board meals served during these break dates. Students staying on campus may use Food Points instead. It’s wise to keep that in mind when calculating your Food Points account, but money can be added to the Food Points account throughout the semester.
EXPERIENCE WEST UNION
Located in the heart of Campus Center, West Union is the place to gather, dine, learn, and experience what makes the Duke community and campus great. This newly renovated building is the perfect location to relax before class, meet friends for lunch, check out live music in the evening, settle in for an all-night study session, or just hang out until whatever happens next. With 13 unique dining venues offering a wide selection of traditional meals and world flavors, you’ll find tastes you already love and discover new favorites. Beyond food, you can check out exciting performances, take a cooking class, or drive cultural change at an organization event. At West Union, spend time with friends, meet new people, and create relationships that last a lifetime.

DINING AND DIETARY RESOURCES
At Duke Dining Services we take your health and nutrition needs seriously and hope to partner with you to make your dining experience safe and enjoyable. To that end, we suggest that you get to know our café managers as they will be your best resource for allergen identification and special requests on an ongoing basis. We would also like to take this opportunity to share with you some of the resources that are available to help you navigate Duke Dining options:

- For individual vendor contact information, location, hours, menus and allergen information, please visit the Duke Dining website at: studentaffairs.duke.edu/dining.
- For an individual needing help navigating campus dining options, please contact Duke Dining’s Customer Service Coordinator Dayla Bonds, at 919-660-3900 or at dayla.bonds@duke.edu.
- For an individual nutrition consultation or a more comprehensive analysis of campus dining options, please contact Duke Student Health Dietitian Toni Ann Apadula, RD, LDN, CEDRD at 919-613-1218 or at toni.apadula@duke.edu.

Most all nutrition and allergen needs can be met by consulting with either Duke Dining’s customer service coordinator or Duke Student Health dietitians. Students with severe, life-threatening dietary or food allergy, physician-diagnosed conditions that need ADA considerations need to file with the Duke Student Disability Access Office (SDAO) to review possible, reasonable dining modifications/accommodations. The link to the Meal Plan Accommodations form can be found at Duke Dining’s website at dining.duke.edu or the SDAO website at access.duke.edu. You can call the SDAO office at 919-668-1267 or email sdao@duke.edu.

MERCHANTS-ON-POINTS & FOOD TRUCKS
The Merchants-on-Points program allows you to use Food Points on your DukeCard to order from local off-campus restaurants that deliver to Duke seven days a week. Food trucks are also available on campus. Please visit our website for locations and times.

VENDING & MORE
As a busy, on-the-go student, there will be times when you can’t resist a snack from the vending machine or making a stop at one of the three on-campus convenience stores. In addition to the 35 on-campus dining locations, you can also use Food Points for food purchases at any of the following Duke University Stores locations:
- East Campus Store
- The Lobby Shop
- Uncle Harry’s – a full-service grocery store on Central Campus
- On-campus vending machines
- 300 Swift

The DukeCard is your proverbial “key” to dining at Duke. You must present your DukeCard to the cashier in order to debit your Food Points account or enter a Dining Board Plan meal at The Marketplace. Merchants-on-Points delivery drivers also require your DukeCard and a numeric Duke Card Verification Code (DVC) to complete the food transaction.

QUESTIONS ABOUT HOW THE DINING PLANS WORK?
View our video at:
studentaffairs.duke.edu/new-students/blue-book

See the Duke Dining website via studentaffairs.duke.edu/dining for our FAQ video.
Definitions

1. **Immunizations**: A list of prescribed shots that must be given to individuals to protect them from certain diseases.

2. **Health History**: A set of questions designed to identify health issues and symptoms.

3. **Tuberculosis**: An infectious disease caused by a bacteria that primarily affects the lungs, but can be present in other organs.

4. **Unique ID**: A unique number assigned to a student that is used for identification and administrative purposes.

Instructions

- **All Immunization records are required to be submitted in or translated into English, and in MM/DD/YYYY format.**
- **Include the student’s name and Unique ID on all correspondence.**
- **Print all student information legibly (name, phone, etc.).**
- **Have forms completed by a doctor’s office, clinic, or health department. An “official stamp” AND an official signature must be included for documents to be accepted.**
- **KEEP A COPY FOR YOUR RECORDS.** Should anything be amiss, you can easily refer to what was sent to Student Health.

MANDATORY STEPS 1-4:

**STEP 1:**
Have a doctor’s office, clinic, or health department complete the Mandatory Immunization Requirements Form.

**STEP 2:**
Complete the Mandatory Tuberculosis Screening Questionnaire on the back of the Immunization Requirements Form (Duke performs targeted TB testing).

**STEP 3:**
Click on the Immunizations item in the New Student Checklist or go to studentaffairs.duke.edu/studenthealth to access the “Student Health Gateway.” Click the “Forms” tab and complete the following online forms:
- Duke University HIPAA Agreement and Consent to Treat
- Health History Form
- Immunizations Page in EMF Forms

**STEP 4:**
Mail, fax, or email (email is the preferred method) the completed Immunization Requirements Form and TB Screening Questionnaire to:
- Duke University Student Health Center
  Attention: Immunization Department
  DUMC Box 2899, Durham, NC 27710
  Fax: 1-919-681-7386
  Email: Immunizations@duke.edu

North Carolina state law (General Statutes §130A 152–157) requires that all students entering college present a certificate of immunization that documents that the student has received all immunizations required by law. While your state or country of origin may have different immunization requirements, you must comply with these North Carolina laws in order to attend Duke.

Late, incomplete, or inaccurate information may delay registration. You will not receive your room key on move-in day if requirements are not met. Students will be withdrawn from the university 30 days after classes begin if immunization requirements have not been met and the Immunization and Tuberculosis information forms have not been received by Student Health Services (SHS).

You may obtain any needed immunizations from your private physician, local health department, or Duke Student Health Services.

PARENTAL CONSENT

If you are under the age of 18, you will need your parent or legal guardian to sign consent for treatment. You can find this document at: studentaffairs.duke.edu/studenthealth/forms-policies

Please submit with your Immunization Records.

IMPORTANT!

You MUST enter the information online before you fax or mail your completed forms to avoid delays processing your information.

Keep a copy of all forms and correspondence for your records and bring them with you. This will help resolve any problems that may arise.
### Duke University Mandatory Immunization Requirements Form for Undergraduates

**Last Name: ___________________________  First Name: ___________________________  Middle Initial: ____**

**Duke Unique ID: ___________________________  Date of Birth: ______/_____/_______**

**FORMS ARE DUE JUNE 15th AND MUST BE COMPLETED AND SIGNED BY A DOCTOR'S OFFICE, CLINIC, OR HEALTH DEPARTMENT.**

You may visit [http://www.immunize.nc.gov/schools/collegesuniversities.htm](http://www.immunize.nc.gov/schools/collegesuniversities.htm) for further information regarding State of NC Immunization requirements. Information must be in English and MM/DD/YYYY format.

**Tetanus/diphtheria toxoid (DT/DTaP/DTP/Td) 2 doses and a Tdap Booster REQUIRED:** 3 total doses are required; one dose must be given within the past 10 years and one must be a Tdap. *Titers are NOT accepted in lieu of vaccine.* Tdap became available in the U.S. June 2005.

- DTaP/ DTP/ DT/ Td: #1 ____/____/____, #2 ____/____/____, Tdap booster #3 ____/____/____

**MMR (Measles, Mumps, and Rubella) 2 doses REQUIRED**

- Measles #1 ____/____/____, Measles #2 ____/____/____, Mumps #1 ____/____/____, Mumps #2 ____/____/____, Rubella #1 ____/____/____

**Hepatitis B 3 doses REQUIRED (if born after July 1, 1994):**

- #1 ____/____/____, #2 ____/____/____, #3 ____/____/____

OR given as Twinrix (Hep B/Hep A Combo)  #1 ____/____/____, #2 ____/____/____, #3 ____/____/____

**Meningitis (MCV4 or ACWY) Booster REQUIRED:** (Menveo, Menactra, or Menomune):

- Booster dose must be given to first-year college students if the previous dose was given before the age of 16. If the initial dose was given at age 16 or older, no booster dose is required.

- #1 ____/____/____  Booster dose ____/____/____

**Polio 4 doses REQUIRED if under age 18:** #1 ____/____/____, #2 ____/____/____, #3 ____/____/____, #4 ____/____/____

**Recommended (not required):**

- Varicella Vaccine #1 ____/____/____, #2 ____/____/____ OR Chickenpox Illness ____/____/____
- Gardasil #1 ____/____/____, #2 ____/____/____, #3 ____/____/____ OR Cervarix #1 ____/____/____, #2 ____/____/____, #3 ____/____/____
- Bexsero #1 ____/____/____, #2 ____/____/____ OR Trumenba#1 ____/____/____, #2 ____/____/____, #3 ____/____/____

**Travel Vaccines (not required):**

- Hepatitis A #1 ____/____/____, #2 ____/____/____  Yellow Fever ____/____/____
- Rabies #1 ____/____/____, #2 ____/____/____, #3 ____/____/____, #4 ____/____/____
- Ixiaro #1 ____/____/____, #2 ____/____/____ Typhoid (IM) ____/____/____  Typhoid (Oral) ____/____/____

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An official stamp from a doctor’s office, clinic or health department AND an authorized signature from a MD, DO, PA, NP, RN or LPN is required.

Mail completed forms to: Duke University Student Health Center, Attention: Immunization Department, DUMC 2899, Durham, NC 27710

OR Fax to 1.919.681.7386

OR Email to immunizations@duke.edu

**Provider Name (print): ___________________________  Title: ___________________________  Office Phone #: ___________________________**

**Provider Signature: ___________________________  Date: ______/_____/_______**

Address/Official Stamp Here:

---

**IMPORTANT! KEEP A COPY OF THESE FORMS AND ALL LAB REPORTS FOR YOUR RECORDS.**
Duke University Mandatory Tuberculosis Screening Questionnaire for Undergraduates

Last Name: ___________________________ First Name: ___________________________ Middle Initial: ______

Duke Unique ID: ___________________________ Date of Birth: _______/_____/_______

ALL Students must complete Sections A and B and submit form along with the mandatory immunization requirements form.

SECTION A: Have you ever had a positive Tuberculin Skin Test (TST/PPD) or Positive TB Blood Test (IGRA)?

YES ☐ NO ☐

If you answered YES you will need to sign below and submit this form with a Chest X-ray report, which must be done in the US within the past 12 months. If you have not had a Chest X-ray you will have one once you arrive at Duke University.

If you answered NO please continue to Section B.

SECTION B: Tuberculosis (TB) Exposure Risk

1. Do any of the following conditions or situations apply to you?
   a) Do you have a persistent cough (3 weeks or more), fever, night sweats, fatigue, loss of appetite, or weight loss?
      YES ☐ NO ☐
   b) Have you ever lived with or been in close contact to a person known or suspected of being sick with active TB?
      YES ☐ NO ☐
   c) Have you ever lived, worked or volunteered in any homeless shelter, prison/jail or healthcare facility?
      YES ☐ NO ☐
   d) Have you ever used recreational IV Drugs?
      YES ☐ NO ☐

2. Have you ever received the Bacille Calmette-Guerin (BCG) vaccine?
   YES ☐ NO ☐

3. Were you born in, or have you lived, worked, or traveled to one or more of the following areas listed in the box below for >1 month?
   YES ☐ NO ☐

   Afghanistan, Algeria, Angola, Anguilla, Argentina, Armenia, Azerbaijan, Bangladesh, Belarus, Belize, Benin, Bhutan, Bolivia (Plurinational State of), Bosnia and Herzegovina, Botswana, Brazil, Brunei Darussalam, Bulgaria, Burkina Faso, Burundi, Cabo Verde, Cambodia, Cameroon, Central African Republic, Chad, China, China Hong Kong SAR, China Macao SAR, Colombia, Comoros, Congo, Côte d'Ivoire, Democratic People's Republic of Korea, Democratic Republic of the Congo, Djibouti, Dominican Republic, Ecuador, El Salvador, Equatorial Guinea, Eritrea, Estonia, Ethiopia, Fiji, French Polynesia, Gabon, Gambia, Georgia, Ghana, Greenland, Guam, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iran (Islamic Republic of), Iraq, Kazakhstan, Kenya, Kiribati, Kuwait, Kyrgyzstan, Lao People's Democratic Republic, Latvia, Lesotho, Liberia, Libya, Lithuania, Madagascar, Malawi, Malaysia, Maldives, Mali, Marshall Islands, Mauritania, Mauritius, Mexico, Micronesia (Federated States of), Mongolia, Montenegro, Morocco, Mozambique, Myanmar, Namibia, Nepal, Nicaragua, Niger, Nigeria, Northern Mariana Islands, Pakistan, Palau, Panama, Papua New Guinea, Paraguay, Peru, Philippines, Poland, Portugal, Qatar, Republic of Korea, Republic of Moldova, Romania, Russian Federation, Rwanda, Saint Vincent and the Grenadines, Sao Tome and Principe, Senegal, Serbia, Seychelles, Sierra Leone, Singapore, Solomon Islands, Somalia South Africa, South Sudan, Sri Lanka, Sudan, Suriname, Swaziland, Tajikistan, Thailand, Timor-Leste, Togo, Trinidad and Tobago, Tunisia, Turkmenistan, Tuvalu, Uganda, Ukraine, United Republic of Tanzania, Uruguay, Uzbekistan, Vanuatu, Venezuela (Bolivarian Republic of), Viet Nam, Yemen, Zambia, Zimbabwe

Source: World Health Organization Global Health Observatory, Tuberculosis

If you answered NO to all the questions in Section B, no testing is necessary. Please sign and submit this form.

If you answered YES to any of the questions in Section B, please bring this form to your provider and have Section C completed with the appropriate Tuberculosis testing.

Student Signature: ___________________________ Date: _______/_____/_______

SECTION C: Must be completed by a MD, DO, PA, NP, RN or LPN. ALL TESTING (CXR/TST/IGRA) MUST BE COMPLETED IN THE U.S. WITHIN THE 12 MONTHS PRECEDING THE FIRST DAY OF CLASSES! Students who have received the BCG vaccine, an IGRA, either Quantiferon (QFT-G) or T-Spot, is preferred. If a student has recently received a live virus vaccine, TB testing should be delayed for 4 weeks. If TST or IGRA is positive, a Chest x-ray is required. Anyone with a positive TST or IGRA with no signs of active disease on chest x-ray MUST have a discussion with a clinician regarding treatment for latent TB. This must be done in the US. You may use your provider or you may schedule an appointment with Duke Student Health.

Tuberculin Skin Test Date placed: _______/_____/_______ Date read: _______/_____/_______ Results: _______ # of mm induration OR

QFT-G OR T-Spot: MUST SUBMIT LAB REPORT AND MUST BE DONE IN THE UNITED STATES

Chest X-Ray: (If Positive TB test) MUST ATTACH RADIOLOGY REPORT AND MUST BE DONE IN THE UNITED STATES WITHIN THE PAST 12 MONTHS

Provider Name (print): ___________________________ Title: _______ Phone #: ___________________________

Provider Signature: ___________________________ Date: _______/_____/_______

Address/Official Stamp Here: ___________________________ 

Mail to: Duke Student Health Services, Attention: Immunization Department, DUMC 2899, Durham, NC 27710 OR Fax to 1.919.681.7386

OR Email (Preferred Method) to immunizations@duke.edu
Medical Insurance

SHOW TO YOUR PARENTS OR GUARDIAN.

ALL STUDENTS ARE REQUIRED TO MAINTAIN ADEQUATE MEDICAL INSURANCE DURING THEIR ENROLLMENT AT DUKE UNIVERSITY. You must complete either the enrollment or waiver process within the open enrollment period. Failure to do so will result in a delay in coverage or a charge for insurance you do not need.

Duke offers a Student Medical Insurance Plan (SMIP) designed to meet the needs of students who have no insurance or inadequate coverage in the Durham, NC area. Please review your coverage. While it may be acceptable for a waiver, it may not provide the kind of security and coverage provided by our student plan, which is tailored to a Duke student’s specific needs. Information about SMIP is available on the Student Health website.

A charge for the SMIP will be placed on your tuition bill/bursar account. This charge and coverage by the SMIP may be waived if you provide adequate proof of coverage under another health insurance plan.

OPEN ENROLLMENT/WAIVER PERIOD

Open enrollment will begin in early June and end in mid-September. You will receive an email via your Duke.edu email account with the specific date. Enroll or waive via DukeHub student self-service.

Can I waive?

Students may petition to waive the SMIP if the following criteria are met:
- The student does not hold a F1 or J1 visa
- The Claims administrator is based in the United States and has a U.S. telephone number and address for submission of claims and the insurance policy has not been issued outside the U.S.
- The policy is not a traveling policy
- The plan provides both emergency and non-emergency health care and mental health benefits in the Durham, NC area
- The plan has participating hospitals, physicians, pharmacies, and mental health providers in the Durham, NC area to include Duke Medicine
- The plan provides inpatient and outpatient mental health care (with at least 30 visits per year) and chemical dependency benefits are comparable to the coverage provided by the Duke SMIP
- The plan provides coverage for prescription medication
- The lifetime benefit is at least $500,000 or more

Out-of-state Medicaid and state Children’s Health Insurance Plans, HMOs, and Kaiser Insurance do not cover non-emergency care in Durham and DO NOT qualify for a waiver.

WAIVER REVIEW

In addition to waiver approval by the automated system, please note that all waiver requests will be reviewed by the Student Health Insurance Manager. If the waiver submitted does not meet the waiver criteria, you will be enrolled in the SMIP.

Can financial aid cover my insurance cost?

If you are currently receiving need-based financial aid, you may be eligible to have the cost of the Duke Student Medical Insurance Plan (SMIP) covered by grant assistance. Please refer to the financial aid website at financialaid.duke.edu/health-insurance for additional information and instructions.

All students will need to go to DukeHub and complete the online health insurance form, regardless of current health care coverage. If you already have health insurance through a parent or other source, you can go to the Forms and Requests tab on DukeHub, click the health insurance link, and enter your current health insurance information. The student health insurance office will review your current coverage to ensure it meets Duke’s standards, and if it does, the charge for Duke insurance will be removed from your bill.

DUKE INSURANCE INFORMATION

studentaffairs.duke.edu/student-health/health-insurance

INTERNATIONAL STUDENTS

If you are an international student holding a F1 or J1 Visa, participation in the Duke SMIP is mandatory. You will be automatically enrolled, so no action is required on your part. Please note that travel insurance or medical insurance policies issued from your country of origin or outside the U.S. will not be acceptable as a means to waive the Duke SMIP.

U.S. STUDENTS

Please contact your medical insurance carrier to confirm that your insurance covers non-emergency care at all Duke Medicine Clinics and that you have a deductible small enough to allow you to afford your portion of the bill.

FINANCIAL AID

All incoming students must indicate their health insurance status. Visit financialaid.duke.edu/health-insurance for a step-by-step guide on how to complete this requirement. If you receive Duke University grant aid and are required to purchase Duke insurance, your grant aid will be increased to cover the cost once you complete the process.
Financing Your Education

The Bursar’s Office maintains your student account, prepares your bills, processes your payments, and is available to answer your student account questions.

2017/2018 TUITION & FEES

<table>
<thead>
<tr>
<th>PER TERM</th>
</tr>
</thead>
<tbody>
<tr>
<td>TUITION (Trinity College and Pratt Engineering) $25,860.00</td>
</tr>
</tbody>
</table>

REQUIRED FEES

- Undergraduate First Time Registration * 100.00
- Student Activity Fee 131.50
- Student Services Fee 218.00
- Recreation Fee 143.50
- Health Fee 397.00
- Insurance * (16/17; 17/18 rate not yet finalized - see page 13) 2,525.00
- Mail Box Rental 30.00
- Engineering Government Dues (Pratt students only) 29.00
- Parking Permit * (16/17 rate; 17/18 rate not yet finalized) 390.00

* assessed Fall term only

HOUSING (SEE PAGE 1)

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<tr>
<td>Single – no A/C 4,659.00</td>
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<td>Single – A/C 5,610.00</td>
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<td>Double – no A/C 3,532.00</td>
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<td>Double – A/C 4,247.00</td>
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<td>Triple – no A/C 3,144.00</td>
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<td>Triple – A/C 3,787.00</td>
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<td>Residential Programming Fee 51.00</td>
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DINING (SEE PAGE 7)

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<tr>
<td>First-Year Board (required for all first-year students) ** 2,752.00</td>
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<td>Plan H ** 456.00</td>
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<td>Plan I ** 527.00</td>
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<td>Dining Fee 50.00</td>
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** NC sales surcharge (7.5%) applies

For assistance with your bill or student account, please contact the Bursar’s Office.

YOUR STUDENT ACCOUNT

Your student account contains all charges from the University as well as payments made to cover those charges. Charges include tuition, fees, on-campus housing, and meal plan. They may also include Duke “FLEX” account charges (see DukeCard), additional Food Points (see Dining), and other discretionary charges. Payments to your student account include all University grants, loans, outside scholarships, and all payments made on your behalf by family members and others. Bills are prepared on a regular basis and are made available to you electronically on DukeHub. The amount due on your bill reflects all charges minus all payments and any anticipated financial aid. The amount due on each billing statement should...
be paid by the statement due date although tuition and term fees should be paid-in-full before the start of each term. Fall charges are due on the first business day in August; spring charges are due on the fourth business day in January. You may also view your up-to-date student account history on DukeHub. If you would like to grant permission to a parent or a third party to access your bills and student account history, please click on the “Guest Access” link on DukeHub and follow the instructions. You will not receive a bill via US Mail—all bills will be available to you and those to whom you delegate access electronically on DukeHub. Your fall semester bill will be available in DukeHub on June 25.

PAYING YOUR BILL
There are seven ways to pay your bill:
- E-Check
- Check
- Wire Transfer
- Outside Scholarship Checks
- Monthly Payments with TMS
- Student Loans
- Parent Loans

E-CHECK is a fast and convenient way to pay your bill. To pay by E-check from a US bank account, visit DukeHub or finance.duke.edu/bursar/ (click the DukePay icon).

CHECK PAYMENTS should be sent to the address listed on your bill. To ensure prompt posting of check payments to your student account, include a copy of your bill. Checks should be payable in US dollars to “Duke University” and include your name and student ID. Your check should be drawn on a US financial institution (such as Bank of America), or a US branch of your financial institution (ex: Miami branch of Barclay’s Bank PLC).

OUTSIDE SCHOLARSHIP CHECKS should be sent to:

Duke University Cashiering
Box 90759
Durham, NC 27708-0759

WIRE TRANSFER Duke has partnered with Western Union to provide international wire transfer service to students and parents paying from abroad. Please see bursar.duke.edu and select the International Payment by Bank Wire icon.

MONTHLY PAYMENT PLAN Duke University partners with Tuition Management Systems (TMS) to provide a payment plan for current term charges. The payment plan provides for five equal monthly payments (Fall payments run July 1 to November 1; spring payments run December 1 to April 1). TMS assesses a non-refundable enrollment fee for each plan term. To avoid late payment penalty charges, you must enroll by August 1 (for fall charges) or December 1 (for spring charges). For more information or to enroll, visit duke.afford.com or contact TMS at 800-722-4867.

STUDENT LOANS All first-year students are eligible for up to $5,500 in Federal Direct Stafford Loans. Students receiving financial aid may already have a portion of this eligibility included in their financial aid award. Applications for student loans can be submitted at any time during the academic year. Proceeds from all approved loans are posted directly to your student account to cover any outstanding charges. Any funding posted in excess of your outstanding charges may result in a refund (see Refunds from Financial Aid and Loans on the next page).

PARENT LOANS (PLUS) Federal Direct Parent “PLUS” Loans are available to all parents who are US citizens or permanent residents and who meet acceptable credit requirements. Parents may use these loans to cover educational expenses not already covered by financial aid or outside scholarships. Applications for the PLUS can be submitted at any time during the academic year. Proceeds from all approved loans are posted directly to the student account to cover any outstanding charges. Any funding posted in excess of the outstanding charges may result in a refund to the borrower.

RESTRICTIONS ON PAST DUE ACCOUNTS
Your bill is due before the start of each term. If your bill becomes past due, a late payment penalty charge (not to exceed 1.25% of the past due balance) will be assessed on subsequent bills. Past due balances may also prevent you from registering for classes or receiving certification of academic credits, transcripts, or your diploma, and may ultimately result in your withdrawal from the University. If your account remains outstanding after your departure from Duke, it may be referred to a collection agency and reported to a credit bureau.

TUITION WITHDRAWAL ADJUSTMENTS
If you withdraw from or are withdrawn by the University, a percentage adjustment to your tuition will occur depending on your withdrawal date. No adjustment for mandatory fees is made after classes begin. If withdrawal occurs, the amount of tuition refunded is:

- Before classes begin: 100%
- During 1st or 2nd week of classes: 80%
- During 3rd, 4th, or 5th week of classes: 60%
- During 6th week of classes: 20%
- After 6th week of classes: 0%

TUITION INSURANCE
A.W.G. Dewar offers you the opportunity to insure your tuition, room, and board charges. Under their plan, insured students who withdraw from school during the semester due to illness or accident can recover up to 75% of covered charges. Benefits are coordinated with Duke’s tuition refund policy to ensure complete coverage for students. You will receive plan and enrollment information this summer. For further details, or to apply directly online, please visit collegerefund.com or call Dewar at 617-774-1555.
Financial Assistance

Financial assistance may come in a variety of forms, including grants, scholarships, loans, work-study, and outside aid. The section below outlines the most common financial aid topics and offers helpful hints next to relevant sections. For specific questions or concerns regarding your financial aid, please visit our website or contact us.

REFUNDS FROM FINANCIAL AID AND LOANS

If your financial aid grants and loans are more than your charges, you may receive a refund of the difference to pay for other things such as books, travel, and personal expenses. Refunds are issued beginning on the first day of class and are made by direct deposit to your bank account (to any US financial institution where you have a checking account). Please complete a direct deposit authorization form, available on the “Forms and Requests” tab of DukeHub, to ensure your refund reaches you. Please note: work-study is not posted as a payment on your student account.

WORK STUDY

All students receiving financial aid have a work-study expectation as part of their initial financial aid award. Unlike grants and loans, however, your work-study funding is not posted to your Duke student account. Instead, just like any other job, you get a paycheck that goes directly to you for the wages you’ve earned.

Can I get a job on campus? Every student is eligible to work on campus. Every student who completes the financial aid application process is also eligible for Federal or Duke work-study funding. If you’re interested in work-study and don’t already have a financial aid award, simply complete the Free Application for Federal Student Aid at fafsa.ed.gov. The Financial Aid Office will automatically receive your FAFSA and provide you with a work-study award. You will be notified when the award is complete, and you will need to accept it on your DukeHub account. All students can find on-campus jobs posted on dukelist.duke.edu. For more information about work-study funding, check out financialaid.duke.edu.

IF YOU RECEIVE FINANCIAL AID...

You have already received an award letter. You can also review your financial aid award on DukeHub. Your financial aid award states what we expect your family to contribute (EFC). Because we expect part of your family contribution to cover other expenses not listed on your bill (such as books, travel to Duke, and initial pocket money), your bill will be for an amount less than your EFC for that semester. Since work-study earnings are paid directly to you in the form of a paycheck, you should also use work-study funds to help cover these personal expenses.

How do I buy books? Duke does not issue stipends for books. Instead, all grant and loan aid is deposited into your student account. You do not have to purchase your books from Duke; however, if you do buy from Duke, you have the option of using your DukeCard’s prepaid debit account, which we call your FLEX account. You have to put money on your FLEX account in order to use it. You can do this directly (with cash or a debit card), or you can add funds to your FLEX account by charging your Duke student account. Doing the latter adds money to your FLEX account, but charging your Duke student account also adds the same charge to your bill. If there are any outstanding charges on your bill, they will need to be paid.

Receiving an outside scholarship? It is often to a student’s benefit to receive outside scholarship funding, even if the student is receiving financial aid. Outside scholarships do not reduce the expected family contribution. Duke’s policy is to reduce or eliminate the loan and work-study portion of the financial aid award before reducing the Duke scholarship. If the outside scholarship exceeds the loan and work-study funds awarded, the scholarship is reduced by the remaining balance.

Is there anything else I need to do? If you’re uncertain whether or not your financial aid and loan applications are complete, check your financial aid To-Do List on DukeHub: Dukehub.duke.edu. Financial aid application tasks, loan entrance counseling requirements, and loan master promissory note requirements are all posted there. If your To-Do List is complete, you’re all set!
Technology & Computers

Getting Started with Technology

First visit oit.duke.edu/newtorduke. Duke is a high-tech campus and the Office of Information Technology (OIT) is at the heart of Duke’s technology infrastructure. We want to make sure that you’re ready to get connected as quickly as possible. OIT staff will be available throughout Orientation Week and beyond to help you connect to Duke’s network and online resources.

CHOOSING A COMPUTER: If you plan to bring a computer from home, OIT provides a list of recommended computer specifications. Computers tailored specifically to the Duke environment are also available through the Duke Computer Care Coverage Program.

NETID, NETWORK, & EMAIL: Your Duke “NetID” is the electronic key to online Duke resources, including your official Duke email account, DukeHub (for registration & grades), Sakai (for course information), MyDuke, Duke Box cloud storage, and more. Your NetID will be emailed to you before you arrive on campus, with instructions for activating and setting up a secure password. Your NetID and password will allow you to connect all of your devices to Duke’s secure wireless network at oit.duke.edu/wireless. Your Duke email account is an important piece of digital life at Duke and you will receive important university communications there. You may access it by using any email client, from mobile devices, or via the web.

SOFTWARE: While you are a student, Duke provides many free or discounted software packages, including anti-virus software, Microsoft Office, and Adobe Creative Cloud. You may view a list of available software for download at software.duke.edu.

SECURITY: OIT and Duke’s IT Security Office are committed to helping students protect their computers and information from viruses and spyware. Learn more at security.duke.edu.

PRINTING: Duke offers free and low-cost printing (with a free printing allocation) at dozens of locations throughout campus. Once the ePrint client is installed on your computer or mobile device, you can print a document from anywhere, then swipe your DukeCard at any ePrint station to retrieve it.

MOBILE: DukeMobile helps you navigate campus. From dining to ePrint locations, event calendars to bus schedules, this app for Apple (App Store) and Android (Play Store) will help you get oriented quickly.

LABS & INNOVATION: OIT manages several physical and virtual labs to foster creativity and innovation on campus. The new Technology Engagement Center (TEC) is the hub of technology innovation on campus. Located centrally on west campus, TEC has a wall of 3D printers, laser cutters, and other digital fabrication tools. Open studio hours and student staff are ready to assist with projects and get you started. TEC houses the Innovation Co-Lab, Duke’s technology incubator. Its Roots technology training series classes use TECs cutting-edge multimedia presentation tools. The Multimedia Project Studio (MPS) provides audio/visual studios and hands-on support for graphic and media projects. To learn more, visit oit.duke.edu.

FINANCIAL AID
You can borrow funds to purchase a new computer once during your time at Duke.

Office of Information Technology (OIT)
Phone: 919-684-2200
Url: oit.duke.edu
Live help by phone or chat: oit.duke.edu/help, 919-684-2200, or at the Link in Perkins Library

Summer Transition Series 2017
(STS 2017)
Topic: Campus Resources
Live “Ask an Expert Session”
Wednesday, May 24
4-5pm EDT
See page 10 of the orientation section.

Live chat!

For ePrint Mobile, install the Pharos Print app. For more information please visit oit.duke.edu and click on Printers and Labs.

You can borrow funds to purchase a new computer once during your time at Duke.
GET YOUR FIRST DUKECARD
Submit your photo online and save time during move-in!
We're now accepting photos online for your first DukeCard.

DUKECARD USES
Use your DukeCard for:
• Meal Plan
• Duke Stores
• Copying
• Laundry
• Vending
• ePrint
• Athletic Events
• Residence Hall Access
• Recreation Center
• Library Check-out
And More...
All of your DukeCard account balances are available by logging into MyDuke.

REPLACEMENTS
The DukeCard Office is open 8 am to 6 pm, M-F. When the DukeCard Office is closed, go to the Link service desk in Perkins Library. Search for “hours” on oit.duke.edu for more information.

Your DukeCard is a vital part of your life at Duke University. The DukeCard serves as identification for all official interactions at Duke, provides access to everything from your residence hall to athletic events, and virtually eliminates the need to carry cash on campus. With your card, you’ll be able to use your meal plan, your Food Points, and your flexible spending (FLEX) account.

Access
RESIDENCE HALLS AND ACADEMIC BUILDINGS
Access to residence halls is controlled by your DukeCard. Use your card in the card reader for access to your residence hall around the clock. Many other buildings on campus are locked after hours, but you’ll be able to use your DukeCard to gain access if you’re authorized.

RECREATIONAL FACILITIES
Your DukeCard allows you to access gyms on East and West Campus, tennis courts, and other recreational facilities.

ATHLETIC EVENTS
You’ll use your DukeCard, rather than tickets, for authorized access to athletic events, including basketball and football games on campus.

REPORT A LOST CARD IMMEDIATELY
If you lose your card, visit the DukeCard site immediately (dukecard.duke.edu) to suspend your card; this process blocks use of your account funds and access privileges.

Accounts
DINING
As a first-year student, you are required to participate in a dining board plan, and you’ll use your DukeCard for access to the dining halls. For more information, see the Dining section of this book or visit dining.duke.edu.

FLEX ACCOUNT
Your DukeCard comes with your FLEX account set up for you. When you add credit to your FLEX account, you’ll be able to use campus laundry machines (very important!), and buy everything from food at campus dining facilities, stores and vending machines, and even textbooks. You can add funds to your FLEX account with cash, check, debit card, or Bursar charge. Visit dukecard.duke.edu for more information.

IMPROPER USE
If you see anyone propping a door open, abusing a DukeCard reader, or using someone else’s card, please notify Duke Police at 919-684-2444.

ACCOUNT STATEMENTS
You can get your dining points and FLEX statements at dukecard.duke.edu, including starting and ending account balances, an itemized list of all transactions for the current month, and statements for the previous six months.

PROBLEM RESOLUTION
If you believe your account was improperly charged, take a copy of your sales receipt or account statement to the location where the transaction occurred. For other account issues, contact the DukeCard Office at 919-684-5800.
Mandatory Online Alcohol Education and Sexual Activity Courses
As a member of the Class of 2021, you are required to complete AlcoholEdu and Haven for College, two online, science-based courses, before you arrive on campus. AlcoholEdu provides detailed information about alcohol and its effects on the body and mind. Haven discusses decisions regarding sexual activity and sexual assault. Whether you plan to drink or engage in sexual activity or not, the goals of the courses are to help you make well-informed decisions about alcohol, sexual choices, and address the behavior of your peers.

The AlcoholEdu and Haven courses each have a Part 1 and Part 2. The courses will take 1-1.5 hours to complete and you will need to have Part 1 of each course completed by August 14, 2017. Approximately eight weeks after completing the exams to Part 1 of AlcoholEdu and Haven, you will be notified to complete Part 2 of each by October 27, 2017. You will not satisfy the university requirement to complete AlcoholEdu and Haven until you have completed the exam at the end of Part 2 for both courses. In mid-July you will receive detailed instructions via email and a reminder on MyDuke about beginning the courses.

F.A.Q.
Can I start working on AlcoholEdu/Haven now? Thanks for your eagerness; however the courses are not available until late July. You will receive an email with detailed instructions in mid-July. This will give you approximately three weeks to complete Part 1 of AlcoholEdu and Haven. You will also be able to access log-on information at studentaffairs.duke.edu/new-students.

I don't drink. Do I have to complete the course? Yes. The course addresses how to address the drinking behavior of others and how to handle situations involving alcohol at Duke and elsewhere.

I am not sexually active. Do I have to complete the course? Yes. The course addresses issues about sexual activity and safety that can impact you whether you choose to engage in the activity or not.

Can my parents take the course? Your parents may not take either of your courses, but we do have AlcoholEdu for Parents that they may complete. Your parents can access information about their course on studentaffairs.duke.edu/new-students.
SAFETY PRECAUTIONS

Duke encourages you to be alert and aware of your surroundings at all times—whether at work, in class, at home, or at a party. Students are reminded to lock their doors, not to walk alone at night, and to avoid unfamiliar, dimly lit areas. You’re also urged to avoid risky behavior, such as excessive drinking, which may lead to negative consequences.

The majority of reported campus incidents involve property thefts that can be avoided with simple steps like locking doors or vehicles and not leaving personal property and electronic devices unattended or in plain view.

How will I be notified in a campus emergency?

In the event of a campus emergency, Duke will use multiple methods to alert you as soon as possible, including:

• E-mail: Depending on the nature and location of an emergency, Duke may send a “DukeALERT” e-mail. Update your contact information in DukeHub (dukehub.duke.edu), making certain that addresses, phone numbers, and e-mail are current.

• Outdoor Warning System: Sirens may broadcast alerts.

• Text Message: A message may be sent to students’ mobile devices.

• Web: Emergency information will be posted on main Duke websites and emergency.duke.edu.

• Phone: Messages will be on 919-684-INFO (4636). Add this number to your phone.

• Direct Contact: HDRL staff may post emergency notices and safety information in residence halls, if circumstances allow.

Dealing with a Personal Issue?

If you or a friend is struggling with personal issues or behaviors, you can access a variety of resources through DukeReach at studentaffairs.duke.edu/dukereach or call the Dean of Students Office at 919-668-3853. To learn more about safety and police services, please visit police.duke.edu.
This section provides important information on academic requirements and policies. Please read this section carefully before registering for classes.

Academics .................................................................1
AP Credits.........................................................4 (P) ... 10 (T)
Focus Program.................................................11 (P) ... 15 (T)
Disability Services.................................14 (P) .. 18 (T)

(P) Pratt (T) Trinity
TRINITY COLLEGE

MAJORS AND MINORS
African and African American Studies (AAAS)
Art History (ARTHIST)
Asian and Middle Eastern Studies (AMES)
Biology (BIOLOGY)
Biophysics - no minor
Brazilian & Global Portuguese - no minor
Chemistry (CHEM)
Classical Studies (CLST)
Classical Civilization
Classical Languages
Computer Science (COMPSCI)
Cultural Anthropology (CULANTH)
Dance (DANCE)
Earth and Ocean Sciences (EOS)
Economics (ECON)
English (ENGLISH)
Environmental Sciences (ENVIRON)
Environmental Sciences and Policy (ENVIRON)
Evolutionary Anthropology (EVANTH)
Gender, Sexuality and Feminist Studies
German (GERMAN)
Global Cultural Studies
Global Health (GLHLTH) - co-major
History (HISTORY)
Interdepartmental Major - split among two departments
International Comparative Studies (ICS) - no minor
Italian Studies (ITALIAN)
Linguistics (LINGUIST)
Mathematics (MATH)
Medieval and Renaissance Studies (MEDREN)
Music (MUSIC)
Neuroscience (NEUROSCI)
Philosophy (PHIL)
Physics (PHYSICS)
Political Science (POLSCI)
Program II - alternative major
Psychology (PSY)
Public Policy Studies (PUBPOL)
Religious Studies (RELIGION)
Romance Studies (ROMST)
Russian (RUSSIAN)
French Studies (FRENCH)
Spanish and Latin American Studies (SPANISH)
Slavic and Eurasian Studies (SES)

Sociology (SOCIOL)
Statistical Science (STA) - no minor
Theater Studies (THEATRST)
Visual Arts (ARTSVIS)
Visual & Media Studies (VMS)

UNIQUE MINORS
(Most majors have a minor, these programs are minors without a matching major)
Classical Archaeology
Computational Biology and Bioinformatics
Creative Writing (ENGLISH)
Education (EDUC)
Finance (FINANCE)
Greek (GREEK)
Latin (LATIN)
Medical Sociology
Photography
Polish Culture and Language (SES)
Russian Culture and Language (RUSSIAN)
Russian Literature in Translation (RUSSIAN)
Turkish Language and Culture (TURKISH)

CERTIFICATES
Arts of the Moving Image (AMI)
Child Policy Research (CHILDPOL)
Civic Engagement & Social Change
Decision Sciences (DEOSSION)
Documentary Studies (DOCST)
Energy and the Environment
Human Development (HUMANDEV)
Human Rights
Information Science and Information Studies (ISS)
Innovation & Entrepreneurship
Jewish Studies (JEWISHST)
Latin American Studies (LATAMER)
Latino/a Studies in the Global South (LSGS)
Marine Science and Conservation Leadership
Markets and Management Studies (MMS)
Marxism and Society
Philosophy, Politics, and Economics (PPE)
Policy Journalism and Media Studies (PJMS)
Science and Society
Study of Ethics (ETHICS)

MAJORS/ MINORS AND CERTIFICATES WEBSITES:
trinity.duke.edu/undergraduate/majors-minors
trinity.duke.edu/undergraduate/certificates
pratt.duke.edu/undergrad/degree-programs

PRATT SCHOOL OF ENGINEERING

MAJORS
Biomedical Engineering (BME)
Civil Engineering (CE)
Electrical and Computer Engineering (ECE) (minor available)
Environmental Engineering (EnvE)
Mechanical Engineering (ME)

UNIQUE MINORS
Energy Engineering
Electrical and Computer Engineering
CERTIFICATES
Aerospace Engineering
Architectural Engineering*
Energy and the Environment*
Global Development
Innovation and Entrepreneurship

* for Pratt students only

CONTACTS
Academic Advising Center
phone: 919-684-6217
fax: 919-684-4515
email: advising@duke.edu
url: advising.duke.edu

Pratt School of Engineering
Undergraduate Education Office
phone: 919-660-5996
email: pratt-advising@duke.edu
url: pratt.duke.edu/undergrad/students/first-year

Office of the University Registrar
phone: 919-684-2813
fax: 919-684-4500
email: registrar@duke.edu
url: registrar.duke.edu

Office of Information Technology
(phone: 919-684-2200
email: help@oit.duke.edu
url: oit.duke.edu

Office of Information Technology (computer help!)

Learning at Duke
This section provides information about Duke’s liberal arts and sciences curriculum and academic requirements that will help you plan a schedule of fall classes. The following section will provide detailed information on the actual registration process.

There is a lot of information here and it is common for incoming students to have questions. If you have questions, know that you can contact the Academic Advising Center (AAC) by phone or email. You can also reach out to the AAC peer advisors—students trained to provide academic advising from a student-centered perspective—for guidance through the Duke Peer Advising Facebook page. When you arrive at Duke, you will meet with your college advisor to discuss your academic interests and plans and review your fall courses. At that time, you will be able to adjust your schedule if desired.

"Don’t be afraid to contact the AAC and to ask the peer advisors questions on our Facebook page over the summer! We are here to help you pick the best classes for your first semester so use your resources!"

- SLOAN TALBOT
Peer advisor, Class of 2019
Goals of a Liberal Education and the Trinity College Curriculum

As you get ready to start at Duke it is helpful to understand the goals of our liberal arts education along with the Trinity College graduation and curriculum requirements. The curriculum is designed to help students develop their capacity to reason effectively, exercise sound judgment, synthesize knowledge, and conduct themselves in historically and ethically informed ways. The educational outcomes we hope you will attain at Duke include the following:

• Acquisition of knowledge of humanity, societies and cultures, and the physical and natural world as expressed through the Arts and Sciences.

• Development of intellectual abilities, competencies, and skills.

• Development of personal and social responsibility.

The graduation and general education requirements summarized below are intended to help you attain these important outcomes.

GRADUATION REQUIREMENTS

To graduate, students must satisfy the credit requirement, the requirements of at least one major, and the general education requirements.

CREDIT REQUIREMENT—34 credits are required for graduation. Nearly all courses at Duke are 1.0 credit classes which means that you will take roughly 34 classes at Duke. (Note—Two AP credits or other credits earned prior to matriculation can count towards the 34. Additional AP or other prematriculation credits can sometimes count—see trinity.duke.edu/undergraduate/academic-policies/graduate-early for details. Specific information on AP scores required for credit at Duke is provided later in this section.)

MAJOR REQUIREMENT—You must complete the requirements of one major—there are over 50 to choose from. Majors generally require 10-12 courses, but some require more—specific requirements for each major can be found on the department’s website. For a complete listing of current majors, see trinity.duke.edu/undergraduate/majors-minors

GENERAL EDUCATION REQUIREMENTS OF THE TRINITY CURRICULUM

• 2 courses in EACH OF 5 Areas of Knowledge (AOK)
• 2 courses in EACH OF 5 Modes of Inquiry (MOI)
• 1-3 courses in a foreign language, the sixth Mode of Inquiry
• WRITING 101 in your first year
• 1 SEMINAR in your first year

Areas of Knowledge

An important objective of the Trinity College curriculum is to expose students to a variety of academic disciplines. The Areas of Knowledge requirement ensures this breadth of exposure by requiring students to take two courses in each of five general areas: art, literature and performance (ALP), civilizations (CZ), natural sciences (NS), quantitative studies (QS), and social sciences (SS). For the QS requirement, one of your classes must be from math, computer science, or statistics. As seen on the next page, courses in each area are offered by multiple departments. The departments listed are not exhaustive and you can find other departments offering classes in each area.
Modes of Inquiry

The general education requirements also include the completion of six Modes of Inquiry (MOI), i.e., different approaches to learning about the world. Three modes (Cross-Cultural Inquiry, Ethical Inquiry, and Science, Technology, and Society) expose students to intellectual themes that transcend individual disciplines; the remaining three (Foreign Language, Research, and Writing) represent critical proficiencies that will serve students well at Duke and beyond. Two courses are required in each MOI except for Foreign Language which can be one to three courses and Writing which requires three courses. Many departments offer courses for each MOI.

**CROSS-CULTURAL INQUIRY (CCI).** Courses with the CCI code provide students with the tools to identify culture and cultural difference across time or place. They encourage critical and responsible attention to issues of identity, diversity, globalization, and power, so that students may evaluate complex and difficult issues from multiple perspectives.

**ETHICAL INQUIRY (EI).** Ethical issues and values frame and shape human conduct and ways of life. Courses coded EI encourage students to develop and apply skills in ethical reasoning, to critically assess the consequences of actions—both individual and societal—and to sharpen their understanding of the ethical and political implications of public and personal decision-making.

**SCIENCE, TECHNOLOGY, AND SOCIETY (STS).** STS courses expose students to concepts that will help them confront and understand scientific and technological issues. These courses explore how science and technology have affected societal development and how the needs of society have influenced scientific and technological development.

**FOREIGN LANGUAGE (FL).** Duke students are expected to attain proficiency through at least the intermediate level in a foreign language. Fulfilling the foreign language requirement requires one to three courses depending on the level at which students begin their language study. Detailed information on the FL requirement can be found at trinity.duke.edu/undergraduate/academic-policies/foreign-language

**RESEARCH (R).** Research courses encourage students to become active participants in the discovery, critical evaluation, and application of knowledge. Duke is one of the world’s great research universities and you will have many opportunities to become involved in research beyond this curricular requirement.

**WRITING (W) (WRITING 101 AND 2 ADDITIONAL COURSES CODED W REQUIRED).** Effective writing is central to learning and communication. The Writing requirement provides students with sustained engagement with writing throughout their undergraduate career. To fulfill the Writing requirement, students must complete WRITING 101 in the fall or spring of the first year, and two writing-intensive courses (coded W) in the disciplines; at least one of which must be taken after the first year.

How do you know which requirements a course satisfies? All classes have curriculum codes assigned that tell you which general education requirements a course satisfies—see the screenshot in section 3.6 of the Registration chapter. Most, but not all classes, carry AOK and/or MOI codes and many courses carry both. A single course can thus satisfy multiple general education requirements and there are hundreds of classes that satisfy each requirement. Thus, while the requirements provide an important organizing framework for your Duke education, you have substantial flexibility in how you choose to meet them.
Areas of Study

Trinity College offers approximately 50 majors, 50 minors, and 20 certificate programs.

A major typically consists of 10-12 courses, but may require more. You have until the middle of your fourth semester to declare a major, allowing you time to explore different departments and test your interests during your first year. Duke offers many fields of study that you may not have been previously exposed to and you are encouraged to explore fields that interest you.

A minor requires five courses. A certificate is similar to a minor, but differs by being explicitly interdisciplinary, i.e., involving courses in several different departments. Six courses are usually required for a certificate. Duke now offers several experiential certificates which require a combination of co-curricular experiences and course work. You can learn about different certificate programs at trinity.duke.edu/undergraduate/certificates. Although fewer than 25% of students choose to double major, over 80% of students from recent graduating classes elected to earn a minor and/or certificate in addition to their major.

Some students will choose to do an interdepartmental major (seven courses each in two majors), and others will devise their own program (Program II—see program2.duke.edu/).

There are likely to be many different departments at Duke offering courses that may be very relevant for your interests. For example, if you are interested in the following areas, you might look for courses in these departments:

<table>
<thead>
<tr>
<th>MAJORS, MINORS &amp; CERTIFICATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art, Music, Film</td>
</tr>
<tr>
<td>Business</td>
</tr>
<tr>
<td>Environment</td>
</tr>
<tr>
<td>Ethics</td>
</tr>
<tr>
<td>Government, Politics</td>
</tr>
<tr>
<td>Health, Medicine</td>
</tr>
<tr>
<td>History</td>
</tr>
<tr>
<td>Math, Computers</td>
</tr>
<tr>
<td>People, Cultures</td>
</tr>
<tr>
<td>Psychology</td>
</tr>
<tr>
<td>Writing, Journalism</td>
</tr>
</tbody>
</table>

For information on Trinity’s majors, minors, and certificates, visit:

- trinity.duke.edu/undergraduate/majors-minors
- trinity.duke.edu/undergraduate/certificates

---

**Don't feel like your schedule must be a math, science, history and writing. Also, don't feel like you have to take three courses in your prospective major. You have time! Explore! In high school, I couldn’t stand history, and I am currently pursuing a math major. However, I enrolled in a Greek History course to try, and it is now one of my favorite classes to recommend at Duke!”

-KATIE TAYLOR
Peer advisor, Class of 2019
Course Basics

Below is some basic information on courses that will be useful as you plan your fall schedule.

CREDITS
Most courses carry 1.0 credit and meet for 2.5 hours/week. A few language departments offer intensive courses that count for 2.0 credits and require the workload of two classes. Partial-credit courses (0.25 and 0.5 credit) include music lessons, physical education, dance, and student-led courses called house courses.

COURSE LOAD
The minimum course load is four 1.0 credit courses each semester and the maximum load is 5.5 credits. In your first semester you can enroll in no more than 4.5 credits; if you wish to take an additional 0.5 credit class, e.g., a physical education class, you can request permission from your academic dean when you arrive on campus.

COURSE NUMBERS
Undergraduate courses are numbered from 1-499. Most first-year students will take courses numbered from 1-199, which are introductory courses. Depending on your prior experience and interests, some courses between 200-399, i.e., midlevel undergraduate courses, may be good choices. Courses numbered 400-499 are advanced undergraduate classes and would rarely be appropriate for a first-semester student.

COURSE COMPONENTS
Some classes have required discussion sections in addition to the regular class meetings. Science classes often have associated labs, and some classes require discussion sections and labs. Any required course components will be clearly indicated on Duke-Hub—see section 3.6 of the “Registration” chapter for details.

PREREQUISITES
Some courses have prerequisites - these can be either “enforced” prerequisites or “recommended” prerequisites. If you are missing an enforced prerequisite, the registration system will not permit you to register. If a prerequisite is recommended, the system will let you enroll without it, but you should consult the instructor to learn whether this is a good idea. There is more information on prerequisites in Section 3.9 of the “Registration” chapter.

PERMISSION NUMBERS
Some courses require permission from the instructor in order for you to enroll. You can learn about using permission numbers in section 3.8 of the “Registration” chapter.

CROSS-LISTED COURSES
Cross-listed courses satisfy requirements in more than one department and thus have different names, for example PSY 106 and NEUROSCI 101. You can register under the course number for either department and the class will satisfy the same requirements, e.g., NEUROSCI 101 is a requirement for the neuroscience major that is also satisfied by PSY 106.

You should definitely take your first semester to explore academically. There is absolutely no rush to declare a major and know your life’s path; instead, take classes you never would have thought about taking and see if you find a new passion!”
-TYLER GOLDBERGER
Peer advisor, Class of 2019
Choosing Your Courses | advising.duke.edu/course-selection

CREATING A FALL SCHEDULE
This summer you will register for four 1.0 credit classes for your fall schedule. You may also register for an additional 0.5 credit class if you wish.

Because all students must complete WRITING 101 and a seminar in their first year, at least one of these classes should be in your fall schedule. Half of all incoming students are assigned to take WRITING 101 in the fall, the other half in spring. You will see a notification in DukeHub if you are scheduled to take WRITING 101 this fall; if you see this designation, you MUST register for WRITING 101.

Seminars are any class with an ‘S’ after the number, e.g., PSY 89S. You can choose an 89S seminar, which is specifically for first-year students, or any other seminar for which you have the background. A listing of all first-year seminars can be found at trinity.duke.edu/undergraduate/first-year-seminars. You may take WRITING 101 and a seminar in the same semester, but be careful about taking a writing-intensive seminar, i.e., one with the W code, along with WRITING 101.

Aside from these two first-year requirements, you can choose your courses based solely on your interests. Because Duke offers several thousand classes each semester—selecting four can be difficult.

Below are some considerations that can help refine your schedule:

1. **As you read the course description on DukeHub, does it really interest you?**
   Avoid taking classes simply because they fill requirements as there will always be multiple options for meeting any requirement. You do not need to worry about meeting general education requirements in your first semester and any class you take is likely to satisfy multiple requirements.

2. **What fields do you have a strong interest in?**
   Although you don’t need to worry about beginning a major in your first semester, taking classes in fields that strongly interest you makes good sense. For example, if you have strong interests in Psychology and English, taking a class in these departments is a good way to begin exploring these fields at Duke.

3. **Are there new fields you want to explore?**
   Duke offers courses in over 50 departments, many of which students have had no prior opportunity to study. Review the departments listed in Duke’s online course catalogue to discover new fields that interest you and explore course offerings in those departments.

4. **Is the course at the right level for you?**
   Classes below the 200-level will generally be suitable for first-year students, and so will many classes numbered from 200 to 399. If you have questions about a particular class, contact the AAC. Placement issues are especially important in some departments and are discussed separately on page 8.

---

**FIRST STEP**

The time that you spend this summer exploring websites, reading about classes, and asking questions will position you well for your first day of classes. Remember, during orientation week you will meet with your advisor to review your courses and you’ll be able to make changes at that time if you wish.

---

"I didn’t realize at Duke how many ideas and new fields there were to explore. I had never heard of anthropology or cultural studies before in high school, and taking those classes was eye-opening to what exactly was out there. And it wasn’t just new fields—I didn’t realize how math in college and academia was so different than the math I had learned in high school, and how what I thought I expected from my classes at Duke really wasn’t true!"

-BETTY CHEN
Peer advisor, Class of 2017
5. **How does a class fit with others in your schedule?**
   Pay attention to balance across the four classes in your schedule. Generally, a mix of larger and smaller classes is a good idea. Similarly, some diversity in content areas is recommended, i.e., choose classes that come from two or more areas of knowledge.

6. **How are your classes distributed across the day and week?**
   Some students prefer their classes close together during the day while others prefer longer blocks of time between classes. You may prefer having your classes concentrated on a few days each week or to spread them out more evenly. Signing up for early morning classes if you will have trouble getting up and attending them consistently, would not be a good idea.

7. **Are you allowing enough time to get between classes?**
   Be sure you have enough time to get from one class to the next. The Registration section includes a graphic under Step 4 with estimated travel times between different parts of campus that you can consult.

"Don’t limit yourself to just taking introductory courses in your first-year! Although they can be a bit more difficult, upper-level courses are more concentrated in subject matter and are often the most interesting."

- ALEXANDRIA MILLER
  Peer advisor, Class of 2017
Other important considerations

PLACEMENT
There are no placement tests at Duke; instead, many departments offer placement guidelines that students should consult. Registering for a class that is too advanced is likely to create challenges; enrolling in a class below your level can be repetitive and a poor use of time. In our experience, placement issues for first-semester students are most important for mathematics, chemistry, and foreign language. If you are considering a math, chemistry, or language class for your first semester, it is especially important to consult the placement guidelines for these departments.

Placement guidelines for math classes can be found at math.duke.edu/courses/placement

Placement guidelines for chemistry are at chem.duke.edu/undergraduate/placement

guidelines

Placement guidelines for each foreign language are posted on the department’s web site. Links to all language department websites can be found at trinity.duke.edu/languages.

Unless you are starting a language from scratch, and would start with the 101 introductory level, be sure to review the language placement guidelines. Students who place themselves in a class that is above or below their level may be required to withdraw from the class during the first week.

CONSIDERING MEDICAL SCHOOL? Students planning on medical school will need to complete a number of required prehealth classes at Duke. You are strongly encouraged to familiarize yourself with these requirements by visiting Duke’s prehealth website at prehealth.duke.edu.

Prehealth students typically enroll in the chemistry class appropriate for their background in their first semester. They also frequently enroll in a math class, but taking math at Duke may not be necessary depending on whether you have AP credit. Although starting early on prehealth requirements is recommended, if you are unsure about your prehealth interests, delaying for a semester will not prevent you from completing the necessary coursework within four years.

WHAT ABOUT A FOREIGN LANGUAGE? Starting language study in your first semester is not necessary to fulfill the FL requirement and many students delay their study of a language. However, you may wish to continue with a language you studied in high school to maximize the continuity of your exposure. If you anticipate studying abroad, you may also want to begin language early to become as proficient as you can before you study in that country. Among last year’s entering class, approximately 35% enrolled in a foreign language class in their first semester.
If You Have Completed College-Level Work Before Enrolling at Duke | advising.duke.edu/placement

To determine your placement for many Duke classes—particularly science, math, economics, and language classes—Duke considers coursework and examinations completed prior to matriculation. There are three types of pre-college work that are recognized:

- Advanced Placement exams (AP)
- International Placement Credit exams (IPC)
- Pre-matriculation courses (PMC, i.e., college courses taken during high school)

Each of these is handled a little differently and is explained in detail below. Note that while each type of credit earned prior to Duke may count towards the 34 credit requirement, and can be used for placement purposes, pre-college work does not receive AOK or MOI course codes.

AP EXAMS AND CREDIT
If Duke has received the appropriate documentation, all course equivalents for your Duke-recognized AP exams will be listed on your Academics page in DukeHub and on your Duke transcript. Depending on the academic department, these Duke course equivalents can fulfill prerequisites or place you out of lower-level courses.

The most important thing to remember about AP credit is that your AP scores must be transmitted directly from AP Services/College Board to the Office of the University Registrar; you should request that all your scores be sent, regardless of when you took the course. AP scores included with your admissions application are not official score reports and will not result in any credit. To send your AP scores to Duke, visit APscore.org and use Duke’s CEEB code of 5156.

Your AP scores and credits should be posted on your DukeHub page by the end of the first week of July, before registration begins. Check your Academics tab in DukeHub and look under Student Test Credit to see if your AP scores have been added to your record. If they are not posted by the end of the first week of July, the most likely reason is that Duke never received your score report from the College Board.

If your scores are not posted, you will not be able to enroll in a course for which the AP credit is an enforced prerequisite.

The table on the following page lists the AP exams Duke recognizes, scores required for corresponding Duke course equivalents, and placement guidelines.
### AP Course Equivalent & Placement Eligibility

<table>
<thead>
<tr>
<th>AP EXAM:</th>
<th>SCORE:</th>
<th>DUKE EQUIV:</th>
<th>ELIGIBLE TO TAKE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art History</td>
<td>5</td>
<td>ARTHIST 20</td>
<td>200-400 level course</td>
</tr>
<tr>
<td>Art: Studio-Drawing Portfolio</td>
<td>5</td>
<td>ARTSVIS 21</td>
<td>Advanced level course</td>
</tr>
<tr>
<td>Art: General Portfolio</td>
<td>5</td>
<td>ARTSVIS 21</td>
<td>Advanced level course</td>
</tr>
<tr>
<td>Biology</td>
<td>4/5</td>
<td>BIOLOGY 20</td>
<td>BIOLOGY 20L or 202L</td>
</tr>
<tr>
<td>Chemistry</td>
<td>4</td>
<td>CHEM 20*</td>
<td>CHEM 110DL (Fall only), 101DL (Fall, Spring or Summer)</td>
</tr>
<tr>
<td>Chemistry</td>
<td>5</td>
<td>CHEM 21</td>
<td>CHEM 201DL.002 or 110DL (Fall only), 201DL or 101DL (Spring or Summer)</td>
</tr>
<tr>
<td>Chinese</td>
<td>4/5</td>
<td>CHINESE 203</td>
<td>204 or 200 thru 400 level course depending on placement score</td>
</tr>
<tr>
<td>Computer Science A</td>
<td>4/5</td>
<td>COMPSCI 101L</td>
<td>COMPSCI 201</td>
</tr>
<tr>
<td>Computer Science Principles</td>
<td>5</td>
<td>COMPSCI 92L</td>
<td>Any Computer Science course</td>
</tr>
<tr>
<td>Economics (Macro)</td>
<td>4/5</td>
<td>ECON 22</td>
<td>ECON 10; ECON 201D if you have credit for both ECON 21 and 22</td>
</tr>
<tr>
<td>Economics (Micro)</td>
<td>4/5</td>
<td>ECON 21</td>
<td>ECON 10; ECON 201D if you have credit for both ECON 21 and 22</td>
</tr>
<tr>
<td>English (Comp/Lit)</td>
<td>4/5</td>
<td>ENGLISH 20</td>
<td>Any course except English 20</td>
</tr>
<tr>
<td>English (Lang/Comp)</td>
<td>4/5</td>
<td>ENGLISH 22</td>
<td>Any course except English 22</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>4/5</td>
<td>ENVIRON 20</td>
<td>ENVIRON 201</td>
</tr>
<tr>
<td>French Language</td>
<td>5</td>
<td>FRENCH 204</td>
<td>300 level course</td>
</tr>
<tr>
<td>French Literature</td>
<td>4/5</td>
<td>FRENCH 204</td>
<td>300 level course</td>
</tr>
<tr>
<td>German Lang &amp; Lit</td>
<td>4</td>
<td>GERMAN 29</td>
<td>GERMAN 204 or 305S</td>
</tr>
<tr>
<td>German Lang &amp; Lit</td>
<td>5</td>
<td>GERMAN 29</td>
<td>GERMAN 305S or above</td>
</tr>
<tr>
<td>U.S. History</td>
<td>4/5</td>
<td>HISTORY 23, 24</td>
<td>Any course</td>
</tr>
<tr>
<td>European History/World cultures</td>
<td>4/5</td>
<td>HISTORY 25, 26</td>
<td>Any course</td>
</tr>
<tr>
<td>World History</td>
<td>4/5</td>
<td>HISTORY 21</td>
<td>Any course</td>
</tr>
<tr>
<td>Human Geography</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Italian</td>
<td>4</td>
<td>ITALIAN 204</td>
<td>ITALIAN 301</td>
</tr>
<tr>
<td>Italian</td>
<td>5</td>
<td>ITALIAN 204</td>
<td>300 level course</td>
</tr>
<tr>
<td>Japanese</td>
<td>4/5</td>
<td>JAPANESE 203</td>
<td>JAPANESE 204 or 305 depending on placement score</td>
</tr>
<tr>
<td>Latin: Literature</td>
<td>4</td>
<td>LATIN 25</td>
<td>LATIN 204</td>
</tr>
<tr>
<td>Latin: Literature</td>
<td>5</td>
<td>LATIN 25</td>
<td>300 level course</td>
</tr>
<tr>
<td>Math: Calculus AB</td>
<td>5</td>
<td>MATH 21</td>
<td>MATH 122L (Fall) or 112L (Spring)</td>
</tr>
<tr>
<td>Math: Calculus BC</td>
<td>4</td>
<td>MATH 21</td>
<td>MATH 122L (Fall) or 112L (Spring)</td>
</tr>
<tr>
<td>Math: Calculus BC</td>
<td>5</td>
<td>MATH 21, 22</td>
<td>MATH 221, 212, or 202*</td>
</tr>
<tr>
<td>Music</td>
<td>4/5</td>
<td>MUSIC 161-1</td>
<td>Any course except MUSIC 161-1</td>
</tr>
<tr>
<td>Physics C Mech.</td>
<td>4/5</td>
<td>PHYSICS 25*</td>
<td>Consult department</td>
</tr>
<tr>
<td>Physics C, E &amp; M</td>
<td>4/5</td>
<td>PHYSICS 26*</td>
<td>Consult department</td>
</tr>
<tr>
<td>Physics B</td>
<td>4/5</td>
<td>No credit</td>
<td>Consult department</td>
</tr>
<tr>
<td>Political Science</td>
<td>4/5</td>
<td>POLSCI 20</td>
<td>200-400 level course</td>
</tr>
<tr>
<td>(Gov’t and Politics: U.S.)</td>
<td>4/5</td>
<td>POLSCI 21</td>
<td>200-400 level course</td>
</tr>
<tr>
<td>(Gov’t and Politics: Comparative)</td>
<td>4/5</td>
<td>PSY 101</td>
<td>Any course; you can enroll in PSY 101 as a repeat</td>
</tr>
<tr>
<td>Psychology</td>
<td>4</td>
<td>PSY 101</td>
<td>Any course except PSY 101</td>
</tr>
<tr>
<td>Psychology</td>
<td>5</td>
<td>PSY 101</td>
<td>Any course except PSY 101</td>
</tr>
<tr>
<td>Spanish Language</td>
<td>5</td>
<td>SPANISH 204</td>
<td>300 level course</td>
</tr>
<tr>
<td>Spanish Literature</td>
<td>4/5</td>
<td>SPANISH 204</td>
<td>300 level course</td>
</tr>
<tr>
<td>Statistics</td>
<td>5</td>
<td>STA 30*</td>
<td>STA 101 or 102</td>
</tr>
</tbody>
</table>

1* STA 30 credit only applies to students in Trinity College. No credit is awarded for engineering degree students and will not count toward the Bachelor of Science in Engineering.

2* CHEMISTRY. In Pratt School of Engineering, CHEM 20 will not satisfy the Biomedical Engineering chemistry requirement. Biomedical Engineering students are required to take CHEM 110DL and CHEM 210DL, or CHEM 110DL and CHEM 201DL.

3* MATHEMATICS. For advice on this choice, see the Placement Guidelines in the Courses section of www.math.duke.edu.

4* PHYSICS in Trinity College: Prospective Physics and Biophysics majors are strongly encouraged to take at least PHYSICS 162 independent of their AP course credit.

5* PHYSICS in the Pratt School of Engineering: At least ONE Physics course must be taken post matriculation at Duke to satisfy the Physics requirement in the Engineering curriculum. Students receiving the AP credits for PHYSICS 25 and 26, must: a) take a Duke Physics course at or above PHYSICS 153L; b) decline the AP credit for PHYSICS 26 and take PHYSICS 152L; or c) decline both AP credits and take PHYSICS 151L and 152L.
INTERNATIONAL PLACEMENT CREDIT (IPC)

Duke University also recognizes various international standardized examinations and grants a limited amount of elective credit and placement in advanced courses for students whose performance in these examinations meets required standards. These credits can be awarded only in those subject areas for which there is an AP exam offered domestically. Only original documents, not copies, are accepted. Have the scores of your examinations sent directly to the Office of the University Registrar or bring your official certificates with you and present them to the Registrar’s office when you arrive. For questions or concerns, contact registrar@duke.edu. If you have questions about the use of IPC for placement into Duke courses, contact the Academic Advising Center this summer.

Scores needed to earn Duke credit for International Placement exams are listed below.

<table>
<thead>
<tr>
<th>EXAMINATION</th>
<th>SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>British, Hong Kong, or Singapore A-level</td>
<td>A or B</td>
</tr>
<tr>
<td>Cambridge Pre-U Exam</td>
<td>M3 or higher</td>
</tr>
<tr>
<td>Caribbean Advanced Proficiency Exam</td>
<td>1 or 2</td>
</tr>
<tr>
<td>French Baccalaureate</td>
<td>14 or higher</td>
</tr>
<tr>
<td>German Abitur</td>
<td>10 or higher</td>
</tr>
<tr>
<td>Higher Secondary Certificate Exam (India)</td>
<td>84 or higher</td>
</tr>
<tr>
<td>All India/Delhi Senior School Certificate Exam</td>
<td>84 or higher</td>
</tr>
<tr>
<td>Indian School Certificate Exam</td>
<td>84 or higher</td>
</tr>
<tr>
<td>International Advanced Level (IAL) Exam</td>
<td>A or B</td>
</tr>
<tr>
<td>International Baccalaureate</td>
<td>6 or 7 on the higher level</td>
</tr>
<tr>
<td>Israeli Matriculation Certificate (Bagrut)</td>
<td>75 or higher</td>
</tr>
<tr>
<td>Swiss Maturite</td>
<td>4 or 5</td>
</tr>
</tbody>
</table>

PRE-MATRICULATION CREDIT (PMC)

The third type of pre-Duke coursework recognized is coursework taken at another college or university; however, these courses must meet specific conditions. There are nine conditions that must be met and you can learn more at registrar.duke.edu/transfer-credit/prematriculation-credit.

The Registrar’s office will evaluate your credit upon request and consult with faculty in the relevant Duke academic department. If approved, your PMC placement will be recorded in your Academics page in DukeHub.

Advising | advising.duke.edu

The Academic Advising Center (AAC) oversees academic advising for all Trinity students until they join a major during their sophomore year and are assigned an advisor in their major. Later this summer you will be assigned a college advisor who will serve as your primary advisor during your first two years. Your college advisor is your “point-person” in a collaborative network of advising resources that you will have access to—see the graphic on the next page. Your advising network will include your college advisor, your academic dean, directors of academic engagement (DAEs), and peer advisors. You will also have access to a prehealth advisor as well as individuals who advise students interested in law or business careers. As you get to know your faculty—an important goal—they can also become important advisors. Collectively, your advising network can help you discover and understand the multiple curricular and co-curricular opportunities at Duke. Although your assigned college advisor is the only member of your advising network that you must meet with, your advising experience will be stronger if you consult with others in your network.

CHECK EMAIL REGULARLY!

College advisors, deans, faculty, and staff use Duke email as an official means of communicating with students, and students are responsible for information conveyed via email. Get into the habit of checking your Duke email regularly.
Duke offers a wonderful variety of experiential, academic, and co-curricular opportunities to engage in cross-cultural, civic, and global inquiry. Several of the many outstanding options available to you are listed below; you can get assistance sorting through all the opportunities by meeting with a director of academic engagement (DAE). You can learn more about the DAEs and how they can assist you at advising.duke.edu/dae.

STUDY AWAY (GLOBAL EDUCATION)
About half of Trinity students take the opportunity to study away from Duke during their four years. Studying away from Duke includes opportunities in other countries as well as programs in U.S. cities such as New York City, Washington DC, and Los Angeles. Programs are offered in both semesters and in the summer. The Global Education Office (GEO) partners closely with the Office of Financial Aid to ensure that all students can participate in its programs. Learn more at globaled.duke.edu.

To explore opportunities broadly and discuss how study abroad might fit with your academic plans, meet with a Director of Academic Engagement who focuses on global and civic opportunities.

RESEARCH
At Duke, research occurs in every department and discipline and there are many ways for you to be involved. You don't need to be interested in the sciences to have fabulous research opportunities available to you. Many students choose to begin an involvement in research during their first year.

You can enroll in a course with an R (research) curriculum code, volunteer in a research lab or for another research project, get involved with Duke Humanities Labs (see fhi.duke.edu/labs.html), or join a Bass Connections team (see bassconnections.duke.edu/). Many research opportunities are also associated with work-study jobs. Over 50% of Duke students spend one or more semesters enrolled in an independent study class where they conduct research.
independent research under faculty supervision. In recent years, approximately 25% completed an honors thesis based on their independent research.

DAEs in the Academic Advising Center have extensive knowledge about many of these opportunities or visit the Office of Undergraduate Research Support website at undergradresearch.duke.edu for information on research at Duke, funding opportunities, and how to begin. You can also speak with the Director of Undergraduate Studies in any department about research opportunities in that department.

Duke University is one of the great research universities in the world and you are strongly encouraged to take advantage of the research opportunities that you will have.

INTERDISCIPLINARY STUDIES, ENGAGEMENT, EXPERIENCE, AND SERVICE
You may choose to combine coursework and out-of-the-classroom experiences for an in-depth look into one issue or to see applications in real life. Some interdisciplinary programs combine service, experience, and coursework. Vertically-integrated programs offer a team approach, where you join a group of other students and faculty in study of a specific issue. Some programs are listed below. You'll learn more about these and others when you come to campus. A DAE can help you navigate all the choices.

The Duke Community Standard
Students at Duke University join a community dedicated to scholarship, leadership, and service and to the principles of honesty, fairness, respect, and accountability. Citizens of this community commit to reflect upon and uphold these principles in all academic and nonacademic endeavors, and to protect and promote a culture of integrity. To uphold the Duke Community Standard, you will be asked to affirm the following:

- I will not lie, cheat, or steal in my academic endeavors;
- I will conduct myself honorably in all my endeavors; and
- I will act if the Standard is compromised.

The Duke Community Standard is taken very seriously and you will be expected to fully abide by it. You can learn more about the Duke Community Standard at studentaffairs.duke.edu/conduct/about-us/duke-community-standard.
Academic Resources  |  advising.duke.edu/partners

ACADEMIC RESOURCE CENTER

Being a Duke student can be inspiring, rewarding, demanding—and sometimes stressful. There are challenging classes and many exciting opportunities in and outside of the classroom. The ARC offers resources that help maximize your capabilities as a student so you can get the most out of your experience at Duke. The ARC offers:

- **Learning Specialist Consultations:** As a Duke undergraduate student, you can meet with an ARC learning specialist to enhance your academic skills and to learn strategies tailored to how you learn. This includes time management, work-study balance, effective note-taking, problem solving, and other course-specific strategies.

- **Peer Tutoring:** One-on-one meetings and walk-in tutoring for select courses.

- **Group Learning:** Facilitated learning in small groups.

- **LD/ADHD Support:** Students with a diagnosed learning disability including Attention Deficit Disorder, can receive individualized academic support including academic and ADHD coaching, time management support, tutoring, and compensatory learning strategies.

Get off to a good start! Contact the ARC to learn more about what they offer. The ARC is located in the Academic Advising Center on East Campus. They can be reached at 919-684-5917 or arc.duke.edu.

THE WRITING STUDIO

The Writing Studio offers an opportunity to meet with highly educated writing consultants to discuss your individual writing concerns. Discussing your work-in-progress with a writing consultant will help you develop the awareness and skills to improve as a writer. Consultants help at any stage of the writing process—from brainstorming and researching to drafting, revising, and fine-tuning a final draft. Undergraduates may schedule a maximum of one appointment a day and two appointments a week, depending on availability. Both face-to-face and real-time, online appointments are available. Check out the Writing Studio website (twp.duke.edu/twp-writing-studio) to schedule an appointment.

DUKE UNIVERSITY LIBRARIES AND YOUR RESIDENCE HALL LIBRARIAN

The Duke University Libraries and the four professional school libraries form a premier research complex with over six million titles. On East Campus, Lilly Library serves as the gateway library for first-year students. On West Campus, the Perkins and Bostock libraries serve as the main collections for Trinity College, Pratt School of Engineering, and the Graduate School of Arts and Sciences. At all locations, you can find study spaces, computers, and people who can help to get your research started. The library website (library.duke.edu) links all of the libraries’ combined resources, which include music, films, manuscripts, and over 1000 research databases. To find out more about Duke Libraries and the many services specific to first-year students, visit their first-year portal (library.duke.edu/services/firstyear). There you’ll find out about the residence hall librarian program and the first-year library advisory board as well as basic tips for navigating the world of information at the Duke University Libraries.

Leave some free time in your schedule to attend guest lectures and events with speakers. Incredible people visit Duke. Learning what you don’t like or what doesn’t interest you can be just as important as learning what really excites you.”

- JULIA KAUFMAN
  Peer Advisor, Class of 2018
What is the Focus Program?
Focus consists of clusters of seminar courses designed around interdisciplinary themes. Groups of no more than 36 students, with seminar classes of up to 18 students, study with some of Duke’s most distinguished professors in Arts & Sciences, Medicine, and Engineering on topics such as the cognitive sciences, ethics and global citizenship, genomics, global health, international politics, contemporary and medieval cultures, and social ideals. There is also a residential component to Focus. Students live with their clusters in the same residence halls on East Campus to facilitate discussion and scholarly exploration. Field trips, travel, community service, and research—and weekly meals with professors—are incorporated into the learning experience.

All first-year undergraduates, including those in Trinity College and Pratt School of Engineering, can apply. For course information, see focus.duke.edu.

THE APPLICATION PROCESS
The Focus Program selects students by online application only and accepts on average 32 students per cluster. Early-decision students apply to the Focus Program in February. Regular-admission incoming first-year students apply to the Focus Program during April and May. (Rolling admission begins February 1, 2017.)

The online application for Fall 2017 clusters opens on February 1, 2017. The final application deadline is May 25, 2017. All applicants will be notified of their placement status by June 15, 2017. (Applications received early will be notified within two weeks of submission.)

The application process is simple. In the online application, you will select four (4) clusters (including course preferences) and answer a one-to-two question essay about your interest in the clusters. The Focus Program makes every effort to accommodate applicant preferences. You do not need to choose a discussion course because, if accepted to the cluster, you will be automatically enrolled in this course.

Students will be informed of the status of their application within two weeks of its submission. While early applications have the opportunity for early placement, places will remain available in all clusters for students who apply by May 25.

2017 CLUSTERS

- Cognitive Neuroscience & Law
- Ethics, Leadership and Global Citizenship
- Genetics and Genomics: Epigenetics, Environment, Evolution, and Ethics
- Global Health: Problems and Paradigms
- Humanitarian Challenges: Global Innovations and Initiatives
- Knowledge in the Service of Society
- Modeling in Economic and Social Sciences
- The Middle East and Islam in Global Context
- Power of Language
- Scientists, Artists and Merchants in Renaissance Europe
- The American Experience
- Visions of Freedom
- What if? Explaining the Past/Predicting the Future

FOCUS MENTORING PROGRAM
The Focus Mentoring Program has a wonderful group of former Focus students who are eager to share their experiences and impressions with new students interested in the program and who serve as mentors for future Focus students.

If you would like to be connected to a Focus Mentor, please let us know at: focus@duke.edu.
Application Instructions

Questions regarding your application should be referred to the Focus Program office by email: focus@duke.edu or by phone: 919-684-9370. Instructions for the online application can also be found below and at focus.duke.edu/apply.

LOGGING IN

As part of the application process, you should have received a NetID (usually your initials followed by a number). You will start the application process by going to the application login page at apply.focus.duke.edu/apply.php.

From the white login screen with the Duke logo at the top, fill in the boxes with your NetID and password. There is a help link on that screen if you are unable to log in.

STARTING THE APPLICATION

Once you have successfully logged in, you will be taken to the first page of the application. Your 7-digit Student ID should show up in the first box. If you don’t know your Student ID, you can find it:

- In the “Confirmation of Enrollment at Duke” sent by the Office of Undergraduate Admissions,
- In the “Student Information” section at the top of the New Student Checklist in MyDuke, or
- On the top of your Student Homepage in DukeHub.

Please contact the Duke University Admissions Office at 919-684-3214 if you are unable to locate your 7-digit Student ID number.

EMAIL

Please enter your preferred email address. You can use your Duke email address or another address. You will receive notices regarding the Focus Program and your application status at this address.

CLUSTER CHOICES

The link for the information and descriptions for the individual clusters is focus.duke.edu/clusters-courses. You must pick four separate clusters and complete all four essays.

Answer the rest of the questions as desired, indicating your t-shirt size and dietary preference/restrictions. If you have no dietary preferences, choose “none.” If you choose “other” you will need to fill in the Dietary Needs box. Then click Next->.

CLASS CHOICE AND SHORT-ANSWER QUESTIONS

You will need to pick two different classes from within each cluster. Please provide a short answer to the question/s. You must answer all questions to continue your application. Essays are up to 400 words. If you wish to change your program choice, you will need to press the <Prev button to get back to the first page.

FINAL STEP

Review your answers very carefully. If you need to make a change, use the <Prev button to go back to the appropriate page. Once you are happy with your answers, click Submit, and you will be taken to a thank you page.

Only complete applications will be accepted.
What happens next?

If you are accepted, the Focus Program and the Office of the University Registrar will enroll you in your Focus courses, including two seminar courses and the interdisciplinary discussion course. These courses will be visible in your DukeHub schedule. You cannot drop or add the Focus courses through DukeHub. You must first discuss changes to your schedule with the Focus Program staff. All questions about your Focus courses should be directed to the program coordinator at 919-684-9371 or via focus@duke.edu.

You will choose additional courses, taken outside the Focus Program, to complete your schedule. Enrollment for these courses will happen within the usual registration windows designated by the Office of the University Registrar. Please follow the instructions in this book to register for your additional courses.

Keep in mind that all Focus courses count toward the 34 credits needed for graduation; they may also count toward curriculum requirements and for requirements for a major, minor, or certificate program.

WHAT ABOUT HOUSING?
Focus students belong to a family of up to 36. They share the excitement of the first year with everyone while taking part in a close-knit intellectual and social community.

Students in first-year Focus clusters live in the same residence hall, but also share it with other first-year students. All Focus students can request to have a single room or request roommates for a double or triple room. Weekly discussion seminars are scheduled over a meal with your cluster. The locations vary and the casual setting encourages you to get to know your faculty in a more informal way.

The Focus housing experience is available to first-year students. Visit Housing, Dining and Residence Life for more information about Duke’s first-year campus at studentaffairs.duke.edu/hdrl.

ENGINEERING COURSE WORK
Engineering students from the Pratt school do participate in the Focus Program and find it is an incredible enhancement to their engineering studies. These students must have AP credit in either math, chemistry, or physics to participate in the Focus Program. They may apply to participate in any of the Focus clusters, but students with fewer than two AP credits should select clusters where they can take two social science or humanities (ss/h); OR one ss/h and one engineering elective. Pratt FOCUS participants without AP credits may be precluded from other activities such as study abroad. Questions about engineering coursework can be directed to a Pratt School of Engineering summer advisor by calling 919-660-5996 or sending an email to pratt-advising@duke.edu.
Welcome to Duke University from the staff at the Student Disability Access Office (SDAO)! The SDAO is the office on campus that has been charged with and is committed to providing educational opportunities for students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and the ADA Amendments Act of 2008. The SDAO uses a multifaceted team-based approach to determine eligibility for services and accommodations to qualified first-year students, sophomores, juniors, and seniors as well as graduate and professional students.

Our goal is to provide and coordinate accommodations that enable students with disabilities to have equal access to all Duke University programs and activities. Services and accommodations are provided to students with a variety of disabilities including, but not limited to, Attention Deficit Hyperactivity Disorders, blindness/low vision, deafness/hard of hearing, learning disabilities, psychological disorders (including Autism Spectrum disorders), mobility, and chronic health as well as other medical conditions.

FAQs

Who is a student with a disability?
A student with a disability is one who has a medical condition that substantially limits or restricts one or more major life activities compared to most people in the general population.

What types of accommodations are available?
All accommodations and services are individualized and based on the student’s medical condition and functional limitations. Current documentation from the student’s medical provider showing the student’s functional limitations as well as recommendations for necessary accommodations is reviewed. Academic as well as non-academic accommodations, such as housing and transportation accommodations, may be provided through the SDAO. We also provide a variety of assistive technologies such as assistive listening devices, specialized software, and books in alternative formats to students qualifying for services. Please see our website for a more comprehensive list of available assistive technologies: access.duke.edu/assistive_technology/index.php

Where is the SDAO located?
Our offices are located in an accessible location at 402 Oregon Street, Suite 102. You may reach the SDAO by calling 919-668-1267 or by emailing sdao@duke.edu.

When should I submit my materials to the SDAO?
Students should submit a Request for Consideration for Reasonable Accommodations form and supporting medical and academic documentation as soon as possible or upon matriculation. Our online request form, documentation guidelines, and other useful information can be found on our website: access.duke.edu.
This section contains detailed instructions to help you register for your first semester classes, and use DukeHub, Duke's online student information web interface.
mobile DukeHub
Duke offers a web-based mobile version of DukeHub that allows you limited functionality within DukeHub. You can view your schedule, search for classes, view financial aid data, see your account activity and pay your bill, update personal data, and book-bag and register for classes. As a new student to Duke, we strongly recommend that you do not register for classes using a mobile device due to your unfamiliarity with the registration process.

DukeMobile | The app that has it all
DukeMobile provides easy access to the most frequently used Duke sites and applications via your mobile device. You can quickly access the Duke Directory, DukeHub, campus maps, MyDuke, Events@Duke, bus locator, ePrint, Sakai, and more. Search for DukeMobile in your app store or type “m.duke.edu” in your mobile device’s browser.

DIGITOOLS
During Registration and as you progress with your education, these web-based tools can help you plan your classes, update your schedule, and keep track of requirements. Familiarize yourself with how they work. Your advisor may reference them during your initial advising sessions and subsequently during the academic year.

Schedule Builder
Schedule Builder is a web-based tool that helps you create alternative class schedules to see which might work best. Schedule Builder is fully integrated with DukeHub. For a user guide, go to bit.ly/dukeSBguide.

Bookbagging
The bookbag is a tool to help you plan your registration before your registration window opens. It resembles an online “shopping cart” feature. While doing a class search or when using Schedule Builder, you can place courses of interest in your bookbag. You can add different courses or multiple sections of a single course as you start to put together a fall schedule. When your registration window opens in DukeHub you’ll choose four courses from your bookbag and enroll.
TRINITY COLLEGE OF ARTS AND SCIENCES

Registration

This section guides you through the five steps required for enrolling in fall classes. The registration process begins on June 5 in DukeHub. First, you are strongly encouraged to verify and update the personal information we have on record for you here at Duke. Next you will have the chance to reflect on your academic experiences and plans in preparation for selecting your first term classes.

During the bookbagging process you will browse available fall classes in DukeHub, visit department websites, and check on your transfer credit. While reviewing class options for the fall, you will place a selection of interesting or required courses into your bookbag. You can use Schedule Builder to easily generate a class schedule that best fits your individual needs. We recommend you select 4.0 or 4.5 courses to enroll in for the fall and identify backup classes as alternatives should one of your preferred classes be full when you go to enroll.

Registration will commence on July 11 or 13 depending on your registration window which you can find on your registration page in DukeHub. You can continue to modify your schedule until 5 pm on July 21. Drop/add ends temporarily at that time, but it will resume in August after you meet with your academic advisor during orientation. If you need to make changes to your schedule, you will have two more weeks to do so during the second drop/add period. Steps, tasks, and dates are outlined below:

<table>
<thead>
<tr>
<th>Steps</th>
<th>Task</th>
<th>Available on DukeHub starting</th>
<th>Complete by</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEP 1</td>
<td>Verify and provide personal information</td>
<td>June 5</td>
<td>August 28</td>
</tr>
<tr>
<td>STEP 2</td>
<td>Complete First-Year Questions</td>
<td>June 5</td>
<td>July 10</td>
</tr>
<tr>
<td>STEP 3</td>
<td>Bookbag possible classes</td>
<td>June 5</td>
<td>July 10</td>
</tr>
<tr>
<td>STEP 4</td>
<td>Validate your schedule</td>
<td>June 5</td>
<td>July 10</td>
</tr>
<tr>
<td>STEP 5</td>
<td>Enroll in your fall classes</td>
<td>July 11 or 13</td>
<td>July 21</td>
</tr>
<tr>
<td></td>
<td>First drop/add period</td>
<td>July 14</td>
<td>July 21</td>
</tr>
<tr>
<td></td>
<td>Second drop/add period</td>
<td>August 23</td>
<td>September 8</td>
</tr>
</tbody>
</table>

Need Advice?

The Academic Advising Center is open all summer to advise you about curriculum requirements, selecting fall classes, or registering. Contact information is listed at the top of this page.
STEP 2
Complete First-Year Questions

At this point, we ask you to reflect on your academic goals. Your academic advisor will read the responses to these first-year questions. We don’t ask you to write to impress—we just want to know what you’re thinking so we can connect you best to what Duke has to offer. Answering these questions in a thoughtful way will help your advisor begin to get to know you and what is important to you. Access the First-Year questions by selecting the link on
your Student Homepage. Once you complete the First-Year Questions, the hold will be removed from your record and you will not be able to access your responses again.

**HELPFUL HINTS**

Please limit your responses to 250 words or less. Save each page when you are finished. Remember that if you don’t perform any action in DukeHub for 20 minutes you will be logged out and will lose any unsaved work. You may find it helpful to write your responses in a text editor and paste them into DukeHub when you are finished.

**FOREIGN LANGUAGES**

For more information, see: trinity.duke.edu/languages

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2.1 What are your current academic interests and why do they interest you?

What are your most important academic strengths and what do you feel less confident about?

What personal qualities do you regard as important strengths and what qualities would you like to develop while at Duke?

How do you hope to change as a result of your time at Duke? What do you hope does not change?

Please describe at least one academic quality and one personal quality.

What language(s) other than English would you like to study?

What are your interests and possible future plans? Although your interests and goals are likely to change in the years ahead, at this point in your life which of the following appeal to you?

- undecided and keeping my options open
- courses and/or a career in the arts and humanities (e.g., music, English, art, art history, drama)
- courses and/or a career in the quantitative or natural sciences (e.g., math, biology, chemistry)
- courses and/or a career in the social sciences (e.g., public policy, political science, psychology, sociology)
- courses and/or a career in engineering
- a career in education
- a career in business and/or finance
- a career in law
- a career in a health profession
- other

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**STEP 3**

**Bookbag Possible Classes**

3.1 Identify courses you might like to take this fall

(a) **WRITING 101 classes** | If you are in the group selected to enroll in WRITING 101 this fall, the following message will appear in your Registration section of DukeHub:

You have been selected to enroll in Writing 101. You must enroll in Writing 101 for the Fall semester.

This means you must enroll in a WRITING 101 section on the day of your registration window (July 11 or 13). Place a variety of WRITING 101 sections in your bookbag. If these sections become full when you go to register, look for other WRITING 101 sections that are open. All sections teach the same fundamental skills in writing.
PLAN YOUR TIME
Step 3 will take time to complete. You will need to browse through courses in DukeHub, check on prerequisites and placement, and explore departmental and program websites. Be sure to consult the Learning at Duke section for information on AP, IPC, PMC credit, courses, curriculum, and first-year requirements.

89S SEMINARS
For a list of Fall 89S seminars, go to this website and click on “Fall 2017 Seminars.”

trinity.duke.edu/undergraduate/
first-year-seminars

Note: If you are enrolled in Focus, one of your Focus seminars will satisfy the first-year seminar requirement.

INTERESTED IN A HEALTH PROFESSION?
Prehealth requirements and sample schedules can be found on the Office of Health Professions Advising website at:

prehealth.duke.edu/prepare

MAJORS, MINORS, AND CERTIFICATES
Links to all majors, minors, certificate programs, and departments:

trinity.duke.edu/undergraduate/
majors-minors

trinity.duke.edu/undergraduate/
certificates

If you do not see the message indicating you have been selected to enroll in WRITING 101 on your Registration page then plan to enroll next spring. However, please note: Beginning on July 14 and continuing through the drop/add periods, anyone can enroll in a WRITING 101 section that is still open regardless of whether you were selected to enroll in the fall.

See page 6 in the Learning at Duke section for more information on WRITING 101.

(b) Seminar classes | If you are not in the group selected to enroll in WRITING 101, then you should enroll in a seminar instead. Find several seminars that you might be interested in and place them in your bookbag. Remember that you can choose 89S seminars, which are specifically for first-year students, or seminars at the 100-399 level, which may be appropriate for you depending on your interest and background. To find seminars, look for courses with an “S” after the course number (e.g., 89S), or use the advanced class search option, which is explained in section 3.4. See page 6 in the Learning at Duke section for more information on the first-year seminar requirement.

The Bulletin of Undergraduate Instruction: a great online resource!
The undergraduate bulletin will give you a comprehensive view of departments, programs, and classes. It begins with a description of the curriculum of Trinity College and general academic information. It lists all academic departments and programs in alphabetical order, the classes offered as well as course descriptions, curriculum codes, and major/minor/certificate requirements. Not all courses in the bulletin are taught every semester or even every year, but it is an easy way to obtain a general overview of a department and descriptions of all its undergraduate courses.

All students are held to University policies, procedures, and degree requirements specified in their University Bulletin. You can view the bulletin online at the registrar’s website:

registrar.duke.edu/university-bulletins/undergraduate-instruction

3.2 Preparing for registration
Your primary goal now is to search for and bookbag classes. Click on the Registration tab to search for classes in DukeHub.
3.3 Search for classes using “class search”

1. In Class Search, the term should read “2017 Fall Term.” Every term you will have to use the “set term as default” button in order to access classes for the correct term.

2. Click on a letter to list available subjects.

3. Click on an arrow to see available courses in that subject.

4. Click on the course name to see course details (these are explained in section 3.6).

5. Click on “Add to Bookbag” if you like the course. A confirmation message will appear at the top of the Class Search page letting you know the course was successfully added.

Class search is a way to find classes and add them to your bookbag. DukeHub lists all courses taught at Duke, including graduate and professional school courses that prohibit registration by first-year students. Only add courses from undergraduate departments. For a list of undergraduate departments and programs and their abbreviations, see the back of the Learning at Duke tab. You can also limit your view to undergraduate courses in advanced search (section 3.4) and Schedule Builder (section 3.5).
DISCUSSION & LABS

1. Some courses include one large lecture class along with smaller discussion sections. You enroll in a discussion section and that also enrolls you in the associated lecture; i.e., you cannot enroll directly in the lecture.

   An example is ECON 201D. Enroll in ECON 201D-06D Disc and the system automatically enrolls you in ECON 201D-001 Lecture. There may appear to be seats available in the lecture portion of the class, but unless you choose a discussion section with available seats you cannot enroll in the class.

2. Some classes are taught with an optional discussion group. An example is EVANTH 101, where you can enroll in EVANTH 101 or 101D.

3. Some science and math courses may include a lecture AND a discussion section AND a lab. Courses with multiple components allow you greater flexibility in scheduling your classes. For example:

   MATH 105L: Enroll in a single lecture/lab combination.

   CHEM 101: Enroll in discussion and lecture (CHEM 101DL) and separately in the lab (CHEM 101L9). Be sure you are enrolled in all 3 components of the course as you cannot enroll in only the lecture and discussion portions, but not the lab.

   PHYSICS 141: Enroll separately in the lecture (PHYSICS 141L) and discussion (PHYSICS 141D) and lab (PHYSICS 141L9). Be sure to enroll in all 3 course components.

How do you know?

1. On the class search page: See if there is a listing in the "Required Sections" column.

2. On the class detail page: Review "Class Components" to see if a course has a linked lecture/lab oratory; you enroll in both at the same time. Or, look under "Class Attributes" to see if a course has an associated laboratory and/or discussion; you may enroll in these separately.

3.4 Search for classes using “advanced search”

The Advanced Search function is another way to search for and bookbag classes. You are able to narrow down your choices using a variety of search criteria, similar to Schedule Builder (section 3.5). These criteria include:

- subject (e.g., Biology)
- time and day of week taught
- course attributes:
  - Curriculum-Areas of Knowledge (values = ALP, CZ, NS, QS, SS)
  - Curriculum-Modes of Inquiry (values = CCI, EI, FL, R, STS, W)
  - Interest Area (value = Service Learning Course)
  - Seminar/Lab/Topics (value = Seminar)

1. The term should read 2017 Fall Term in Advanced Search.
2. Check the box that says “Show Open Classes Only.”
3. Select your preferred meeting pattern and course attributes.
4. Click the “Search” button.
3.5 Create a class schedule with Schedule Builder

Schedule Builder is Duke’s tool to help you quickly and easily generate class schedules.

With Schedule Builder, you can add any classes you may be interested in as well as any times you know you can’t have a class (for a job, sports practice, etc). Schedule Builder will generate every possible combination of classes and breaks that you have selected, allowing you to choose the schedule that works best for you. Students can favorite and name specific schedules for easy reference for registration. The schedule can be imported to your DukeHub bookbag rather than your having to add each class manually through Class Search or Advanced Search.

SCHEDULE BUILDER

Schedule Builder does not enroll you in classes; it simply allows you to identify classes of interest and shows you all possible combinations of schedules.

For help with Schedule Builder, visit:

bit.ly/dukeSBguide

or contact:

Office of the University Registrar
registrar.duke.edu
919-684-2813
registrar@duke.edu
Schedule Builder will also display courses that you’re already enrolled in and generate schedules with them included, helping you fill holes in your schedule even after your initial registration. If a class fills up before you registered or you decide to change a course during the drop/add period, Schedule Builder can help you replace a course by showing you only those new classes that will fit your current schedule.

3.6 Check on class details

In the screen shot in section 3.3 (item 4), we mentioned that you could click on the class title to see more details. Below is an example of that Class Detail view, which you can also access from your bookbag by clicking on the class title. You cannot access this screen directly from Schedule Builder, although any prerequisites or instructor-consent requirements are mentioned in the description available there.
1 The **green circle** indicates this course is open.

2 **Units (credits)** = 1. This is a 1.0-credit course, as are most undergraduate academic courses at Duke. Some foreign language courses may be 2.0 credits. MUSIC, PHYSEDU, and house courses (HOUSECS) are often 0.25- or 0.5-credit courses.

3 **Career** = Undergraduate. This course is open to undergraduates. Note that you must specify “Undergraduate” in your advanced class searches. If you don’t, courses offered for law, business, medical, and other professional students will appear in your search results. You are not allowed to enroll in these courses.

4 This is a **graded course** (scale of A, B, C, D, F). Many partial-credit courses are only taught satisfactory/unsatisfactory.

5 “**Instructor Consent Required**” means that you must contact the instructor of the course and obtain a permission number to enroll; see section 3.8 for more information on permission numbers. If you find an “Enrollment Requirement” here, this indicates that prerequisite coursework must be posted on your Academics page in order for you to enroll; see section 3.9 for details. If those prerequisites are not listed in your Academics page, DukeHub will not allow you to enroll in the class. For most incoming students, any prerequisites that have been met will be through AP credit.

6 **Class attributes** indicate which general education requirements, i.e., Areas of Knowledge (ALP, CZ, NS, QS, SS) and Modes of Inquiry (CCI, EI, FL, R, STS, W), the course satisfies. Seminars will also be noted here.

7 **Enforced class prerequisites** would be listed here (see section 3.9). If you don’t have the prerequisite listed, you will not be able to enroll in the class without a permission number from the instructor.

8 The **maximum enrollment** for this course is **12 students**. No students have enrolled and 12 seats are available.

9 The maximum number of students who may be **waitlisted** for this course is 15; see section 5.4 for advice on waitlisting.

10 Prerequisite coursework or previous experience needed for a class will be noted in the **description**. This may be an unenforced prerequisite, so you can bookbag and enroll without the prerequisite appearing on your Duke record; see section 3.9 for details.

11 Some courses will have a link here to a **synopsis**. If so, be sure to read it. It may contain information on grading, amount of reading, writing (and other assignments), how to ask for a permission number, and other course details that can help you decide if this is a good class for you.

12 Some courses, like the one shown, include a link to student **course evaluations**. This shows how previous students regarded the class. Remember, many classes at Duke are taught by multiple instructors and evaluations received by one instructor may not apply to the class if it is being offered by a different instructor.

### 3.7 How to add and drop courses from your bookbag

To **ADD** a course:
When you find a class, click on “Add to Bookbag.” You can also use class search (section 3.3) or advanced search (section 3.4).

To **DELETE** a course:
Click on the trashcan icon next to the course name (see the red circle).
3.8 Permission numbers and how to use them

If a course requires a permission number, you will see a “Yes” in a column labeled “Permission Required.” This means that you will need to contact the instructor and ask for a permission number; see information on contacting an instructor on the next page. You can bookbag the course, but the system will not allow you to enroll until you have entered the number on in DukeHub. To enter a required permission number (see the screen shot below):

1. Click on the “Add” in the Permission Number column in your bookbag. An Enrollment Preferences page will appear.
2. Type the permission number in the box labeled “Permission Nbr.”
3. Click on “Next” to return to your bookbag.

If the number has been processed correctly, you will see the “Yes” change to “Added” in the Permission-Required column. The change option will allow you to edit a permission number in the event that the number has expired.

3.9 Course prerequisites—what you should know

Some courses will indicate in the course description, course details, or synopsis that there is a prerequisite for the course. Some course prerequisites are enforced, i.e., you need to have the prerequisite showing in your Academics page on in DukeHub in order to enroll, and others are not. It’s important to know the difference.
Waiting for International Placement credit (IPC): Test results such as international baccalaureate scores are usually sent from your school to the Office of the Registrar at Duke by postal mail. If your scores have been received, IPC credit will be posted to your Academics page in DukeHub. If the credit is not posted by the time you want to register for a class with an enforced prerequisite, or if you are bringing your test results with you when you come in August, then postpone enrolling in the course until later. For questions on international placement credit, contact the Office of the University Registrar.

Enforced prerequisites: If a course has an enrollment requirement on the Class Detail page (see item 7 in the screen shot in section 3.6) and a “Yes” in the bookbag column labeled Preregs Exist, then this course has an enforced prerequisite. This means that you can bookbag the course, but the system will not allow you to enroll until the prerequisite course is listed on your Academics page in DukeHub. For example, Intermediate Microeconomics I, ECON 201D, requires previous credit in economics and math. If you have AP, IPC, or PMC credit in economics and math, check to see if these are listed on your Academics page. If they are, then you can enroll. If they aren’t, postpone enrollment until later.

Unenforced prerequisites: If a course mentions a prerequisite in the course summary or synopsis and there is no specific enrollment requirement listed in class details, then the prerequisite is not enforced; instead, it is a recommendation that students should have taken the prerequisite before enrolling. This means that you can bookbag the course and enroll. The system will not check your Academics page to see if the prerequisite is there. However, just because the department doesn’t enforce the prerequisite doesn’t mean it isn’t important. You should be sure you have the required background before beginning the course. To do otherwise could present real challenges to your academic success in the class. If you have any concerns, talk with the course instructor when classes begin in August. You can also contact the Academic Advising Center.

Waiting for AP scores: AP scores are usually electronically transmitted to Duke from AP Services in the first week or so of July. Your AP credit should be processed and transfer credit posted to your Academics page under Student Test Credit before you register for classes. However, if your AP credits are not posted by the time you register for a class with an enforced prerequisite, then postpone enrolling in the course until later. You can add the course during drop/add after your credit has been posted. If you don’t see AP scores posted in DukeHub before you register, there is a good chance that the University Registrar has not received your official score report and you will need to have it sent. You can contact the Registrar’s Office with questions about this via email to registrar@duke.edu.

The system is looking for official AP test scores and not self-reported test scores to satisfy enforced prerequisites. Official AP test scores can be viewed on the Academics page in DukeHub under the Student Test Credit window. Self-reported scores can be found if you select the All Test Scores box in the Student Test Credit window. A new window (Reported Test Scores) will appear and the APSLF Test ID indicates self-reported scores.
3.10 Are you done with bookbagging?

Once you feel confident about your bookbag and have selected a variety of courses (including WRITING 101 if you are scheduled to take it in the fall), move on to Step 4 to put together a tentative schedule.

STEP 4 Validate a Prospective Schedule

In this step, select four classes in your bookbag that you wish to enroll in. Use the “validate” tool to check for time conflicts, required permission numbers, and prerequisites. You can view your prospective schedule graphically to see the arrangement of classes during the week.

1. Check the “Select” boxes of the four courses you wish to enroll in for the term in your Bookbag. If you are designated to enroll in WRITING 101 in the fall, this should be one of your four courses.
2. Click on “View in Graphic Schedule” to see your prospective weekly schedule.
3. Click on the “Validate” button.

You will see a status report that will tell you if enrollment will not be possible because of a time conflict, missing permission number, missing prerequisite, or other error. You can update your bookbag by adding and deleting classes and choosing other combinations of courses, then validate again until you find a schedule that works.
You may validate multiple schedules to see what is possible. Classes you have checked for validation will remain checked when you next log in to DukeHub. Before your registration window opens, check if spaces are available in your preferred classes as you cannot waitlist classes during the initial registration period.

When you check your schedule graphically, you may find that you like having classes distributed across the entire week. You must also consider the time required (usually 20-30 minutes) to travel between East Campus and West Campus. The room number and building of your courses are displayed in your bookbag and on class searches. East/ West buses run every few minutes throughout the day. Keep in mind room assignments are subject to change. The interactive campus map, located at maps.duke.edu, can help you estimate the distance between classes you are considering. You can also ask an advisor in the AAC about this.

**EAST CAMPUS**

![](EAST_CAMPUS.png)

**WEST CAMPUS**

![](WEST_CAMPUS.png)

**EAST CAMPUS: Groups 1 & 2**

You can get from any two buildings on East within 5 minutes.

**GROUP 1** (Biddle, Blivins, Brody Theater, Brodie Rec, Art Center) buildings are about a 5 minute walk from the bus stop.

**GROUP 2** (Carr, Friedl, East Duke, White Lecture Hall) buildings are right next to the bus stop.

**WEST CAMPUS: Groups 3, 4, & 5**

You should be able to get from any two buildings on West within 10 minutes.

**GROUP 3**: Bio Sci, French Family, Physics, L.S.R.C

**GROUP 4**: Allen, Gray, Old Chem, Languages, Sociology Psychology, Social Science

**GROUP 5**: Gross Hall, Sanford, Rubenstein

<table>
<thead>
<tr>
<th>Group 1 to Group 3:</th>
<th>25-30 minutes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group 1 to Group 4:</td>
<td>20-25 minutes</td>
</tr>
<tr>
<td>Group 1 to Group 5:</td>
<td>30 minutes</td>
</tr>
<tr>
<td>Group 2 to Group 3:</td>
<td>20 minutes</td>
</tr>
<tr>
<td>Group 2 to Group 4:</td>
<td>20 minutes</td>
</tr>
<tr>
<td>Group 2 to Group 5:</td>
<td>20-25 minutes</td>
</tr>
</tbody>
</table>
WHY ARE SOME CLASSES ALREADY FULL?
This is because sophomores, juniors, and seniors registered for their fall classes in April. If a class that interests you is already full, chances are it is typically not available for first-semester students. Be patient—it will almost certainly be offered again in future semesters.

AVAILABLE NOON EDT on Your Registration Window (July 11 or 13) OPEN UNTIL 5 PM JULY 21

QUICK STEPS TO REGISTER
DukeHub
> Student Homepage
> Registration
> Enrollment Book Bag

Select four courses
Check all are open (green dots)
Validate
Click “Go to Enroll Page”
Click “Finish Enrolling”

Your schedule will be viewable at the bottom of your bookbag page, as well as on your Student Homepage.

Done? Your proposed schedule at this time should have:
- Four 1.0-credit courses (a required, normal load)
- Possibly an optional 0.5-credit course (If you are in Focus, you will have 4.5 credits.)
- WRITING 101, if you are among the students who should enroll
- A seminar if you are not assigned to enroll in WRITING 101

STEP 5
Register for Classes
Registration will open at noon Eastern Daylight Time (EDT) on the day of your assigned registration window (July 11 or 13) and will remain open until 5 pm on July 21. Your window date is indicated on your Registration page. You can register at any time during this period, although doing so as soon as your window opens is recommended, as many classes will fill quickly.

5.1 Select classes, validate, enroll

1. Check the “Select” boxes of the four courses you wish to enroll in for Fall 2017, if you haven’t already done this in your Bookbag.
2. View the Enrl/Cap and Status columns to be sure there are seats available.
3. Click on the “Validate” button to check for prerequisites and time conflicts.
4. Click on the “Go to Enroll page” button.
5. Click on the “Finish Enrolling” button to complete registration.
6. View the results screen to see the outcome of your enrollment.

See screen shot on following page.
After registering, you can view your fall schedule in these places:

- Student Homepage
- Registration
- Bookbag (you will need to scroll to the bottom of the page)

5.2 How to drop a class you are enrolled in

- Navigate to the Enrollment Book Bag link in the Registration section of DukeHub.
- Click on the “Drop Selected Classes” button. A new screen will appear asking you to confirm your selection.
- Click on the “Finish Dropping” button. The system will then confirm the success of your drop request.
- Click on “Bookbag/Schedule” to review your new schedule.

See screen shot on following page.
5.3 How to add a class to your schedule

When you find a class, click on the course number to see the Course Detail page. Check for enrollment requirements or prerequisites.

If you wish to enroll, click on the “Add to Bookbag” button and the class will be added to your bookbag. Then follow the regular registration instructions (section 4). Because students can only enroll in up to 4.5 credits during their first semester, if you are already enrolled in 4 or 4.5 credits you will need to drop a class before you can add a new one. Be sure you will be able to enroll in the class you wish to add, i.e., there are open seats, it fits your schedule, you have any required prerequisites and a permission number if needed, before dropping one of your current classes.

5.4 Waitlisting

During summer enrollment, you are not allowed to waitlist classes. This is to ensure that you arrive at Duke enrolled in four 1.0-credit classes.

However, after you have met with your academic advisor in August, you can join a waitlist if a class is full. If a student enrolled in the class chooses to drop it, a seat will become available and DukeHub will then enroll the student who is in the No.1 position on the class waitlist.

There are three important cautions with waitlists: (1) If you are enrolled in another course that has a time conflict with the course you want, then if a seat arises, the system will pass over you because of the time conflict and will enroll the next person on the waitlist. You won’t be enrolled. (2) Just being on a waitlist (even as the first person) does not guarantee that you will be enrolled. If no one drops out of the course, you won’t be enrolled. (3) All waitlists are deleted at the end of the first week of class. Remember, if you are waitlisted for a class this counts as one full credit towards your enrollment limit for the semester. Thus, if you are already enrolled in 4 or 4.5 credits you won’t be able to waitlist for a class.

You’re done!

Once you have enrolled in your classes, you may return to DukeHub Registration and modify your schedule if you need to during the summer drop/add period that ends on July 21. After July 21, DukeHub registration for first-year students will close for several weeks to allow advisors and departments to review enrollments and placements. You will still be able to see your schedule, but you cannot make any changes. When you arrive on campus in August, you will meet with your academic advisor and review your course enrollments, ask questions, and confer on course placement. Your advisor will then re-open DukeHub registration for you. Registration remains open until September 8.

Once you complete step 5 and successfully enroll in four 1.0-credit courses, you are finished with the summer registration process.

Congratulations!

We look forward to meeting you during Orientation!
Your first days at Duke will be spent participating in an all-class orientation program. Details for this program and other optional pre-orientation experiences can be found in this section.

Pre-orientation .................................. 1
Project BUILD .................................... 3
Project Waves ...................................... 4
Project Search ..................................... 5
Project Change .................................... 6
Project Arts ......................................... 7
International Orientation ...................... 8
Summer Reading/Move-in ...................... 11
Avoid the Back-to-School Rush!

Blue Devil Delivery

What is Blue Devil Delivery?
Blue Devil Delivery was created by Duke University Stores as a way to ease the confusion first-year students and their families experienced upon arrival at Duke University. This program provides you with the convenience of having textbooks, laptops, linens, and more ready for pick-up on East Campus during first-year student move-in.

PROGRAM BENEFITS
Convenience.
Pre-ordered products will be ready for pick-up on East Campus.
Cost Savings.
Receive the best prices on everything from textbooks to laptops to linens.

PRODUCTS AND SERVICES OFFERED
• Laptop computers—specifically chosen and configured to seamlessly integrate into the Duke environment including Apple, Dell and Lenovo laptops with special educational discount pricing
• On-campus hardware and software support
• Extended warranties with Duke Computer Care Coverage
• Textbooks—selected by the faculty teaching your classes
• Linens—the most affordable way to outfit your dorm room
• Laundry and dry-cleaning service—door-to-door service with 48-hour turnaround
• Microfridges—microwave, freezer, and refrigerator all-in-one

Blue Devil Delivery has been helping students ease into living at Duke for over 20 years. Let us solve some of the logistical hurdles so you can enjoy these first couple of days at Duke University. We are here to help; contact us if you have questions.

We welcome you to Duke University and look forward to serving you.

Orders can be placed safely and securely online at dukestores.duke.edu/bluedevildelivery

2017 BLUE DEVIL DELIVERY CATALOG
Don’t forget to check your mail for the 2017 Blue Devil Delivery catalog, scheduled to arrive in mid-May. This catalog will provide you with more extensive information on the products and services offered to first-year students.
Nearly 300 students will begin their Duke experience by participating in one of five pre-orientation programs: Project Arts, Project BUILD, Project Change, Project Search, and Project Waves. Combining experiential education with teambuilding and leadership activities, each program introduces students to Duke in unique environments through interaction with classmates, current students, faculty, and staff.

If you are interested in participating in one of these programs, please be sure to register soon, as space is limited. If you have any additional questions, please visit the website listed or contact a member of the pre-orientation staff.

**Registration**

Pre-orientation registration will begin on May 1, 2017. The registration deadline for pre-orientation is June 5, 2017. Registration can be completed online by visiting studentaffairs.duke.edu/new-students. **Online registration does not confirm your spot in a program.** Confirmation will be given after the registration deadline has passed. Please do not purchase a nonrefundable airline ticket until you receive confirmation of your enrollment.

**DEPOSIT AND PAYMENT**

Pre-orientation requires a deposit of $75 paid via credit card during registration. This deposit is refundable only until July 17, 2017 should your plans change and prevent you from attending pre-orientation. Deposits must be made at the time of registration for all students. The deposit does not qualify for financial aid. If you are not accepted into a program, your full deposit will be refunded to your credit card. If you are unable to make a credit card payment for your deposit during registration, please contact the New Student Programs office immediately to make alternate arrangements.

Full payment for pre-orientation programs will be added to your August Bursar bill. Details for payment will be included in the confirmation materials sent in June.

**Arrival at Duke**

Please note the arrival dates and times for pre-orientation:

- **Project Search:** August 6, 2017 between 10:30 am - 3 pm
- **Project Waves:** August 14, 2017 between 8 am - 12 pm
- **Project BUILD:** August 14, 2017 between 8 am - 3 pm
- **Project Change:** August 14, 2017 between 10 am - 2 pm
- **Project Arts:** August 14, 2017 between 10 am - 4 pm

Participants in pre-orientation should plan to bring only the items they will need during the program. Participants should make arrangements for the rest of their belongings to arrive (via shipment or with a family member) at campus on move-in day (August 22, 2017).

Additional details about arrival information, specific arrival times, and suggested packing items for each program will be included in the confirmation notification.

Students who receive need-based financial aid from Duke may be eligible for assistance to attend pre-orientation programs. Please make note of this request on the online registration form. We will notify you of the status of your request in July. While we will make every effort to accommodate each request, please understand that we have limited funds for this purpose.

**PRE-ORIENTATION DATES AND DEADLINES**

- **June 5:** Registration DEADLINE for ALL pre-orientation programs.
- Final payment for pre-orientation will be added to your August Bursar bill.
Project Waves

Project Waves is an amazing week-long opportunity inviting first-year students to soak up the sun and enjoy the last week of summer on the Outer Banks of North Carolina. The voyage is led by current Duke students who participated in the program and wish to cultivate an incredible experience and help ease the transition to life at Duke. Activities include surfing, sailing, kayaking, camping, and forming long-lasting friendships with their new classmates and experienced upperclass students.

KAYAKING & CAMPING ON THE BEACH!
For half of your stay, you and your crewmates will go island-hopping in kayaks along the coast of North Carolina, camping on a different beach each night. From your kayak, you will have the chance to catch a glimpse of sea turtles, dolphins, bald eagles, and the wild horses. Working together to reach your day’s destination, you and your crewmates will forge lasting friendships.

SURFING & SAILING AT THE DUKE MARINE LAB!
The other half of your experience will be based at Duke University’s Marine Laboratory in coastal Beaufort, NC. By day, you and your new buddies will surf the waves of the Atlantic Beach and sail around neighboring small islands. By night, you will compete against other crews in an array of team challenges, explore the nocturnal ecosystems of nearby islands, and get to know your classmates better.

ALL SKILL LEVELS WELCOME!
No experience is necessary—our knowledgeable and enthusiastic staff will teach you the basics or help you hone existing skills.

As you reminisce with your new friends, preparing to say your final goodbyes, it will hit you: this is not the end; this is only the beginning of your Duke experience.

• Try your hand at surfing! The gentler waves of the Atlantic on the Outer Banks provide the perfect setting to learn how to “shred the gnar!” and try your hand at surfing.
• Hoist that sail! Whether you’re a seasoned sailor or just a curious landlubber, we’ll have you flying across the water in no time.
• Explore the Outer Banks! The islands you pass in your kayak aren’t just scenic, they will also be your home for three nights as you camp out under the stars on their beaches.
• Meet some Dukies! Everyone on the trip, from your fellow participants and friendly crew leaders to the helpful Marine Lab staff, is part of your new Duke family.
Project Search

Designed as a gateway into undergraduate research at Duke, pSearch offers incoming first-years with little or no research experience an introduction to the discoveries of this high-powered research university as well as an exploration of all Duke and Durham have to offer.

Are you interested in conducting research in your time at Duke? Project Search is a pre-orientation program designed to jump-start your next four years at one of the nation’s top research universities. During the two weeks of pSearch, you will work side-by-side with Duke professors and learn about the cutting-edge research happening at Duke. While living in West Campus dorms, you will also become acquainted with both Duke and Durham before most other students even arrive! Regardless of your areas of interest—history, global health, medicine, economics, law, engineering, English, or even undecided—you can find your niche with Project Search. If you want an insider’s view of research, Duke, and Durham before orientation week, pSearch is the program for you!

CHOOSE A TRACK

pSearch offers two tracks to best suit your interests. In the science track, students will learn valuable laboratory techniques used in biological research through the completion of a metagenomics project. In the humanities track, students will learn how to conceive, develop, and produce their own original scholarship. Previous students in this track have conducted research on Cambodian migration and food, advertisement of prescription drugs, and the NYC theater system—you will investigate whatever interests you!

MEET FACULTY

Throughout the program, prominent faculty members will join us over lunch for informal discussions about their work and how to get involved in research at Duke. You will be learning about some of the most exciting discoveries as well as meeting faculty who will play an integral role in your time at Duke.

EXPLORE DURHAM

During the program, you will dine out at local eateries such as Bull City Burger, the Parlour, and Monuts. We will also highlight important and historic Durham locations, such as Brightleaf Square and American Tobacco Campus, and spend a morning at the Durham Farmer’s Market!
I learned about Durham, worked within the community and with my peers, and came away with an experience that has completely shaped my time in college for the better. I cannot imagine starting off my Duke experience better than I did with Project Change.”

- Michael Chiang
Past pChange Participant

Project Change
LEAD CHANGE. BE CHANGED.

Jump-start your college career by attending a pre-orientation program on ethical leadership and social change offered by the Kenan Institute for Ethics.

Spend eight intense days taking risks, making mistakes, and meeting challenges in the heart of Durham with a select group of students, faculty, staff, and community leaders. You will join a diverse team of twenty other incoming first-year students and be given the adventure of a lifetime—to change the lives of complete strangers in creative and dramatic ways.

In this immersive leadership experience, you will live, learn, and work in Durham, competing with a team of your peers to find ways to solve critical problems in your new community. Have fun, meet friends, and get to know the city where you will be spending the next four years.

Here’s what you can expect:

The Framework - You will immerse yourself in the lives of others—forget cell phones, laptops, and TVs. Every day will bring new, unexpected experiences—some challenging, some exhausting, all exhilarating. You will be expected to think critically and creatively about how leaders emerge from everyday experiences to build and sustain inclusive communities that value diversity and promote social justice. You will participate in large group activities, formal and informal discussions, and small group meetings all led by community members, faculty, staff, and other students that will enrich the team-building challenges and intensive work days.

The Challenge - Three teams of seven students will partner with local organizations to meet a ‘service challenge.” Your group will—in collaboration with its host organization—design and implement a project to meet a core need of the served population. You will be expected to practice leadership within your team, within Project Change, and within your new community to create the greatest impact.

The Insider’s Guide - You will experience a bit of the South’s living history by engaging with the people that make Durham a rich and colorful city. For every challenge that you face, rewards will come in the form of trips to locals-only hot spots and the best dive diners in Durham.

Are you up for the challenge?
Space is limited. Participation is determined through a competitive application process.

COST?
The program is supplemented by grants and other resources, so participants pay only the cost of the deposit for registration. The Kenan Institute for Ethics covers all other costs including ground transportation in Durham, housing, meals, and supplies.

Want to learn more?
dukeethics.org/pchange
Project Arts

Project Arts is a week-long arts experience created to introduce first-year students to Durham while facilitating the growth of each student’s artistic endeavors in and around Duke. First-year students will start their time at Duke with an introduction to the local arts venues, restaurants, and culture in the city of Durham. During Project Arts, first-year students will have the opportunity to create lasting friendships with the upper-class students who lead this program, as well as other new students who share a passion for art. Together, students will have the chance to get to know the Duke and Durham arts community.

In this week, you will create an arts project within your preferred arts field, which will be composed of personal reflections of Durham and your transition to life at Duke. At the end of this week, your friends and family will be invited to attend the Project Arts Showcase, where your work will be presented/performed.

Along with your week-long project, you and your fellow first-years will:

- Participate in arts workshops at Duke’s Arts Annex.
- Watch a movie at the historic Full Frame Theater, housed in the old Power Plant.
- Escape to the natural sanctuary of the Eno River State Park for activities such as hiking and swimming.
- Enjoy Durham specialties such as Monut donuts and Carolina barbecue, and watch a Durham Bulls game.
- Attend Third Friday, a celebration of young artists, museums, and food trucks in the heart of Durham.

You will be housed on Duke’s campus. This will give you the opportunity to explore Duke, both East and West Campus, as you familiarize yourselves with academic buildings, on-campus restaurants, and the perfect study spots. You will also have the opportunity to tour campus performance and production spaces specific to your arts field.

Project Arts is run and designed by upperclassmen for first-year students who are passionate about creating art and further pursuing art at some level at Duke. Our staffers work with all skill levels; only eager “pArt”icipation is required.

Duke and Durham are well-known for the plethora of things there are to do, as well as to eat. As part of this pre-orientation program, you will be treated to some of the best adventures and eateries, all before you officially move into your new home.

Choosing Project Arts was the best decision I’ve made in college; it helped me get immediately involved in the arts community.”

- Jaxson Floberg, Class of 2020

“The crew leaders were awesome and incredible. I felt like they trumped all other Pre-O crew leaders by far.”

- Michelle Lou, Class of 2018

“I met some of my best friends during pArts. It’s the perfect program for getting settled in and getting excited about Duke.”

- Evan Cater, Class of 2019

ARTS OF PArts

The artistic disciplines encompassed by this program include:

- Music
- Theater
- Photography and Film
- Dance
- Creative Writing
- Visual Art
BUILD was an incredible experience. It’s the perfect combination of community service and fun! It not only helped me create lasting friendships but also introduced me to amazing mentors.”

- Class of 2020 BUILDer

Having such an expansive, close community has been invaluable for me. Such a strong foundation of friends gives BUILDers a home away from home at Duke.”

- Brian Buhr, 2017 Director

Project BUILD
BUILDING UNDERGRADUATE INVOLVEMENT IN THE LIFE OF DURHAM

Before the school year even begins, Project BUILD offers first-year students the opportunity to explore Duke and Durham, create lasting friendships, and become a part of one of the most tight-knit communities on campus. Project BUILD is a community service-based pre-orientation program in which 80 first-year students and 37 upperclass students bond through volunteer work and fun activities around Durham for eight days.

JOIN OUR COMMUNITY!
BUILD will undoubtedly be one of the most unforgettable and fun weeks of your Duke experience... just ask the upperclass students who cannot wait to come back each year! BUILDers begin forming strong relationships in one short week and eagerly plan reunions throughout the year. When the program ends, you’ll find yourself joining not just the Class of 2021, but also a dedicated, strong community of older friends and mentors who cannot wait to share all the best of their Duke experiences with you.

GET TO KNOW DUKE AND DURHAM!
BUILD is packed with activities that allow you to get acquainted with your new city and campus! You have the advantage of living on-campus and getting to know Duke before the rest of your classmates. Most days are spent volunteering throughout Durham, but others are spent hanging out on Jordan Lake or exploring Duke’s campus. Nights always begin with food from a local eatery that is popular with students and continue on to activities like going to a Durham Bulls game, karaoke, and costume roller-skating. These activities are followed by overnight bonding among each “crew” of first-year and upperclass students. Many activities are BUILD traditions, but we like to keep BUILDers on their toes by adding new surprises each year!

DO GOOD THINGS WITH GREAT PEOPLE!
By working with local and national service organizations all over the city, you will experience a meaningful introduction to Durham and all it has to offer. As a BUILDer, you’ll contribute to an incredible 4,000 hours of service performed during the week and engage in one of the largest service initiatives at Duke. Project BUILD will give you a unique foundation to get involved in lasting service commitments in the Duke and Durham communities.
The Duke Common Experience
The Duke Summer Reading program is designed to give you the opportunity to share a common experience with other members of the Class of 2021. The assigned reading for this year is *The Prince of Los Cocuyos* by Richard Blanco. A copy of the book will be mailed to you this summer (it is included in this packet for international students), and you will be expected to read it before you arrive to campus.

**EAST CAMPUS MOVE-IN**
**TUESDAY, AUGUST 22**
Your move-in time will be determined by your housing assignment, which you will be notified of in June. Move-in occurs in multiple shifts to help ease the traffic congestion on East Campus. At your assigned move-in time, please proceed directly to your East Campus residence hall where First-Year Advisory Counselors (FACs) will greet you and help you move in. Please pay special attention to the map and directions available online when you receive your housing assignment including which East Campus entrance you should use on move-in day to ensure the most hassle-free traffic route to your residence hall.

Here are a few other helpful tips for what to do on move-in day:
- Pick up your Blue Devil Delivery order (textbooks, computers, linens) at Lilly Library. The Duke University Stores Blue Devil Delivery catalog will be mailed to you in mid-May.
- Sign up for a local bank account
  Local bank representatives, including individuals from the Duke Credit Union, will be available on East Campus.

**ORIENTATION WELCOME WEEK**
Orientation Welcome Week is a critical component to easing your transition to Duke, and is, therefore, MANDATORY for all students. Coupled with programming in the summer, into the semester, and the Blue Book, Orientation Week will ensure you are ready to excel at Duke. Highlights include academic advising, convocation, Night at the Nasher, and our night at Durham Performing Arts Center (DPAC).

**PARENTS’ ORIENTATION**
Special events for parents will be held on Tuesday, August 22, 2017 and Wednesday, August 23, 2017 to help answer any questions they have. The activities for parents will conclude Wednesday evening, so travel plans should be made accordingly.

For more information and a detailed schedule, visit studentaffairs.duke.edu/parents/first-year-parents.

**MEALS?**
Have questions about how your meal plan will work during orientation? We’ve provided a reference guide on page 7 in the Living at Duke section of this Blue Book.

**PARENTS’ ORIENTATION**
August 22-23
studentaffairs.duke.edu/parents/first-year-parents

**QUESTIONS?**
Call 919-684-3511 or email studentorientation@duke.edu
As a freshman, I was worried about feeling homesick and alone during my first few weeks at Duke. International Orientation helped dissipate that fear and by move-in day there were a lot of friendly faces. I know that because of International Orientation I was more at home during o-week than even those from North Carolina. Take this wonderful opportunity you have to get a head-start on settling in and making friends!  
- Annika Sharma, Bangalore, India  
Class of 2020
Who is my IHOP?

This year we have a team of 17 upperclass student leaders called International House Orientation Peers (IHOP). They are a unique group of students who can offer their suggestions on how to make your Duke experience as enriching and rewarding as possible. You will be assigned an IHOP and he/ she will correspond with you through email during June and July. To learn more about your IHOP and the rest of the team, please check out their biographies:

studentaffairs.duke.edu/ihouse/intl-undergraduate-students/meet-your-ihops

Why should I participate?

Diving into a new environment can be challenging. It is common to feel overwhelmed, uneasy, or have concerns about your college life. We hear from students who have attended our orientation that International Orientation helped them not only thrive at Duke, but also connect with people who ended up becoming their close friends.

Usually, once the semester starts, it is hard to find other international students who share similar experiences as yourself. International Orientation is an opportunity for you to:

• Make connections with other first-year international students before you are thrown into the bigger crowd of all the new students.
• Be welcomed and supported by the IHOP team who can share their past experiences as new students.
• Learn more about academic and cultural adjustments, U.S. American culture, residence life, and how to initiate and develop friendships.
• Move in before the rest of the undergraduate students and get settled into your residence hall.

How do I register for International Orientation?

We hope you will join us for the International Orientation as well as other pre-orientation activities. Please remember that registration is required and must be completed by Friday, June 30, 2017. To register go to: studentaffairs.duke.edu/ihouse/intl-undergraduate-students/international-undergraduate-orientation.

If you have any questions or concerns, please contact International House at esra.mason@duke.edu or telephone: 919-684-3585.

What does International look like at Duke?

International students represent approximately 14% of the undergraduate student body. There are students from more than 80 nations presently studying at Duke. After the United States, these are the top five countries with the greatest undergraduate representation:

1. China
2. South Korea
3. Canada
4. Singapore
5. India

Curious if there are other students at Duke from your home country?
Please check out: visaservices.duke.edu/about/statistics.php

Congratulations on making it here and get ready for the most diverse and eventful experience of your lives: the Duke experience!

International Orientation was a great time for me. It was a fun 2 days filled with activities that really helped me bond with other international students.

While a lot of your friends here at Duke will be Americans some of your most meaningful relationships will be with international students, undergoing the same experience as you. International Orientation is a great chance to get to know them as well as this new place.

- Rohan Agarwal, Kolkata, India Class of 2020

AIRPORT PICKUP?

If you are traveling alone and this is your first time to the US, please make sure to request the AIRPORT PICKUP option when completing the online registration for International Orientation. If you are traveling with others, please see the link for transportation options available from the Raleigh-Durham International Airport (RDU):

studentaffairs.duke.edu/ihouse/intl-undergraduate-students

INTERNATIONAL HOUSE:
DATES & DEADLINES

June 30: Registration deadline for both International Orientation and International Orientation for Parents and Families
August 18-19: International Orientation Early Move-In
August 20-21: International Orientation & International Orientation for Parents and Families
August 21: International Welcome Reception
August 22: New Student Orientation begins for all undergraduate students
Unsure of which classes to register for? Want to chat with administrators and students about orientation programs? Join us online for opportunities to engage in real time to answer your pressing questions. Make your transition easy with help from New Student Programs!

Our Summer Transition Series will help the Class of 2021:

• INTERACT: Meet influential members of the Duke community.

• COMMUNICATE: Talk directly with “experts” regarding topics that interest YOU.

• CONNECT: Watch all sessions conveniently online. It’s as easy as checking your email.

**SUMMER TRANSITION SERIES SCHEDULE:**

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<th>Date</th>
<th>Event</th>
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<tr>
<td>Wednesday, May 24</td>
<td>Campus Resources: Housing, Dining, Financial Aid, Office of IT Security: 4-5 pm EDT</td>
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<tr>
<td>Wednesday, June 7</td>
<td>International Student Orientation: 10-11 am EDT</td>
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<tr>
<td>Tuesday, June 20</td>
<td>Trinity Registration/Advising: 4-5 pm EDT</td>
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<tr>
<td>Wednesday, June 21</td>
<td>Pratt Registration/Advising: 4-5 pm EDT</td>
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<tr>
<td>Thursday, June 22</td>
<td>Pre-Health Advising: 4-5 pm EDT</td>
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Details for participating in the live events will be sent to all students via their Duke email 48 hours prior to start. If you can’t participate during the scheduled times, you will find a recording of the presentation at studentaffairs.duke.edu/new-students the following day. While you wait for these webinars, check out our STS “Top 5” video series at: studentaffairs.duke.edu/new-students/summer-transition-series.

All programs are hosted over the Internet and software requirements are minimal to participate. If you check email and are able to view a YouTube video, your system is compatible. Stay tuned to your Duke email and social media for a series of pre-recorded videos with helpful tips about these topics.
WHAT'S TO COME 2021

30 Days to Duke
Each day leading up to move in, the 30 Days to Duke Crew will release fun and informative multimedia content via email and Facebook to help you prepare for Duke transition.

Orientation Week
August 22-27, 2017
After move-in, it’s time to start getting acquainted with life at Duke. Orientation will be the place where you’ll get to start making friends, learn more about Duke, and get connected to campus!

First Big Week
August 28 - September 4, 2017
First Big Week is an exciting Duke tradition that welcomes undergraduate students back to campus with community-focused activities, events, and performances!

Get Mobile
Download Duke Guides in your app store for access to:
- Orientation Week Schedule
- First Big Week Schedule
- Additional Blue Book Resources
- & More!
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