The Road to UM
A STEP-BY-STEP GUIDE TO YOUR ARRIVAL IN THE FALL

2019
Welcome to the 'Cane Family!

This road map will guide you as you plan your arrival in Miami this fall.

To ensure a smooth transition to your new life as a Miami Hurricane, pay close attention to the checklist items and their due dates. More information about each checklist item can be found on the departments’ web pages.

We can’t wait to see you on campus. Go ’Canes!

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The dates and information contained in this publication apply to the Fall 2019 incoming first-year class only.
### Master Checklist

<table>
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<tr>
<th>TASK</th>
<th>DUE DATE</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Set up your UM email and check it daily.</td>
<td>Immediately</td>
<td>7</td>
</tr>
<tr>
<td>2. Confirm your contact information in CaneLink, UM’s student portal.</td>
<td>Immediately</td>
<td>7, 25</td>
</tr>
<tr>
<td>3. Set up delegate access in CaneLink.</td>
<td>Immediately</td>
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<tr>
<td>4. If you live in Miami-Dade or Broward counties with your family and plan on commuting to campus, apply for a waiver for the first-year residency requirement.</td>
<td>Immediately</td>
<td>23</td>
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<tr>
<td>5. Complete financial assistance To-Do items in CaneLink.</td>
<td>Immediately</td>
<td>30</td>
</tr>
<tr>
<td>6. Submit outside scholarship award information and/or checks to Office of Student Financial Assistance and Employment.</td>
<td>Immediately</td>
<td>30</td>
</tr>
<tr>
<td>7. Register for ‘Cane Kickoff.</td>
<td>Immediately</td>
<td>33</td>
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<tr>
<td>8. If entering the United States on an F-1 or J-1 visa, scan and send a copy of your bank/government sponsorship letter and the first page of your passport.</td>
<td>Immediately</td>
<td>35</td>
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<tr>
<td><strong>MAY</strong></td>
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<tr>
<td>9. Apply for on-campus housing, search for a roommate, and choose a meal plan.</td>
<td>May 15</td>
<td>23, 24</td>
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<tr>
<td>10. Commuter students, check your email for an invitation to ‘Canes Connect event.</td>
<td>May 20</td>
<td>24</td>
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<td><strong>JUNE</strong></td>
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<td>11. If applicable, submit a request for disability accommodations.</td>
<td>June 1</td>
<td>27</td>
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<tr>
<td>12. If you are applying for loans, finalize your loan applications.</td>
<td>June 1</td>
<td>30</td>
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<td>13. If using VA educational benefits, contact the VA Certifying Official.</td>
<td>June 1 - August 1</td>
<td>31</td>
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<tr>
<td>14. Follow the instructions from your school or college to register for courses.</td>
<td>June 3 - July 10</td>
<td>9-21</td>
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<td>TASK</td>
<td>DUE DATE</td>
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<tr>
<td>□ 15. Commuter students, consider registering for session 1 or 2 of</td>
<td>June 14 or July</td>
<td>33</td>
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<td>the Great Start program.</td>
<td>5</td>
<td></td>
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<tr>
<td>□ 16. If your tuition is paid by a third-party sponsor, submit your</td>
<td>June 15</td>
<td>29</td>
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<tr>
<td>Financial Guarantee Letter.</td>
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<tr>
<td>□ 17. If using Florida Prepaid funds, submit the Authorization Form.</td>
<td>June 15</td>
<td>29</td>
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<tr>
<td>□ 18. Complete the online UMX 100 course by the preferred deadline.</td>
<td>July 1 - August</td>
<td>10</td>
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<td>□ 19. Submit your final high school transcript, AP and IB scores,</td>
<td>July 1</td>
<td>10</td>
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<td>and dual enrollment course credit.</td>
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<td>□ 20. If entering the United States on an F-1 or J-1 visa, pay the</td>
<td>July 1</td>
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<tr>
<td>SEVIS fee and apply for a student visa immediately upon receipt of</td>
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<td>I-20 or DS-2019.</td>
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<tr>
<td>□ 21. Commuter students, consider purchasing a campus parking pass.</td>
<td>July 15</td>
<td>24</td>
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<tr>
<td>□ 22. U.S. citizens, accept or waive University-sponsored health</td>
<td>July 15</td>
<td>26</td>
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<tr>
<td>insurance.</td>
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<td>□ 23. Complete health immunizations.</td>
<td>July 15</td>
<td>27</td>
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<tr>
<td>□ 24. Pay your tuition invoice.</td>
<td>August 1</td>
<td>29</td>
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<tr>
<td>□ 25. If entering the United States on an F-1 or J-1 visa, familiarize</td>
<td>August 1</td>
<td>35</td>
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<td>yourself with U.S. entry procedures.</td>
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<td>□ 26. Complete part 1 of the AlcoholEdu &amp; Sexual Assault Prevention</td>
<td>August 12</td>
<td>27</td>
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<td>course.</td>
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<td>□ 27. Participate in ‘Cane Kickoff.</td>
<td>August 12-18</td>
<td>33</td>
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<tr>
<td>□ 28. International students, attend International Student</td>
<td>August 13</td>
<td>33</td>
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<tr>
<td>Orientation.</td>
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**HEADS UP!**

All email from the University of Miami is sent to your @miami.edu account. You are responsible for receiving, reading, and responding to all messages in a timely manner, so check your email every day!
We all need a little guidance sometimes.

We’ve done our best to provide the information you will need over the summer in this booklet but, if you have any questions relating to your road to UM, can’t find the answers, or don’t know where to start, count on the **GPS Team** to guide you.

The team is made up of successful, undergraduate students who, not long ago, were in your same shoes—wondering how to get started in this new college life. With a little help, they’ve figured it all out. Now, these highly involved ’Canes are ready to help you navigate your transition to college and excited to help you find your way.

Reach them at um.gps@miami.edu or on Instagram @UMAdmission!
CaneLink

Get to know CaneLink, the University of Miami’s student portal. CaneLink is used for everything, from paying tuition and registering for courses to accessing your grades.

1. **Log in at canelink.miami.edu.** Once logged in, select “Go to Student Center” to access your academic records, financial aid, and bill.

2. **Confirm you permanent address, mobile number, and emergency contact information in CaneLink** under the “Personal Information” section. Keeping your contact information up to date in CaneLink is critical in cases of emergency.

3. **Set up delegate access in CaneLink.** CaneLink provides the option to grant your parent(s) and/or other individuals, known as proxies, access to your information. We recommend that you grant access to anyone who manages your tuition payments. You always control what’s shared and can make changes anytime. For more information, visit miami.edu/canelinkproxy.

For more detailed instructions on navigating CaneLink, visit canelink.it.miami.edu.

UM Email

All University information will be communicated via your UM email account, including registration appointments, financial aid, billing, grades, and student life information.

1. **Set up your Multi-Factor Authentication (MFA),** an additional level of security. If you have not yet been prompted to do so, you will have to set up your MFA authentication in order to access your UM email. To enroll, visit caneid.miami.edu and click “Enroll in Multi-Factor Authentication (MFA).” If you have trouble setting up MFA, contact the UMIT Support Center at 305-284-6565 or itsupportcenter@miami.edu. Learn more at miami.edu/multifactor.

2. **Set up your UM email.** Visit mail.miami.edu and sign in with your Cane ID username and password. Link your UM email account to the email address you use most.

3. **Link your UM email to your mobile device.** For instructions, visit miami.edu/mobileconfig.

4. **Check your UM email every day.**
Your education belongs to you.

This is the principle behind our Cognates Program of General Education, which allows you to design an education that is broad, deep, and distinctly you.

What is a cognate?
A cognate is a group of at least three courses (for at least 9 credits total) that share a theme or focus determined by the faculty. A cognate may center on a discipline, problem, topic, region, method, time period, another language, or an experience abroad, among many other possibilities.

How do I fulfill the cognates requirement?
Select and complete three cognates, one from each of the basic Areas of Knowledge:

- Arts and Humanities
- People and Society
- Science, Technology, Engineering, and Mathematics (STEM)

How do cognates work with my major requirements?
Every major and minor constitutes a cognate. The typical program is your major plus two cognates, each in a different Area of Knowledge.

How do I choose my cognates?
Your interests, goals, and curiosities should guide your decision. You may select more cognates than the required three. Each cognate you complete will appear on your transcript.

Should I register for a cognate in my first semester?
Most students do not need to select cognates in their first semester, so you should focus on registering for the courses your school or college requires. If you have space for an elective, choose one that really interests you.

Where can I learn more?
Use our Cognate Search Engine at cognates.miami.edu to explore your options and make your own educational choices.

Academic Bulletin
The Academic Bulletin, found at bulletin.miami.edu, lists the curriculum requirements and a sample plan of study for your specific major. Once on the page, select undergraduate programs, your school/college, your major, and your track/degree.

GPS TIP
Make the Academic Bulletin your best friend. Use it to help you choose courses relevant to your major.
Musts for all New Students

1. **Complete any course placement or entrance exams and skills assessments required.** You may need to take tests in language and math to ensure proper course placement. Refer to your specific school or college new student registration pages for requirements and deadlines. Visit [miami.edu/newstudentregister](http://miami.edu/newstudentregister).

2. **Send your final high school or college transcript** to the Office of Undergraduate Admission (P.O. Box 249117, Coral Gables, FL 33124) as soon as it becomes available, and **no later than July 1**. You will be unable to fully register for fall classes until your final transcript has been received.

3. **Submit scores and/or grades for AP, IB, and dual enrollment course credit.** To have Advanced Placement (AP), International Baccalaureate (IB) Level H, and College-Level Examination Program (CLEP) scores evaluated for University credit, have your scores sent directly to the Office of Undergraduate Admission from the College Board, your regional IB office, or previously attended institution(s), respectively, as soon as the scores are available.

   *All exam scores must be sent directly from the appropriate testing agency. For AP, the University of Miami’s school code is 5815.*

   A minimum grade of a “C” is required for consideration of dual enrollment courses, and no more than 60 credits will be accepted from these programs.

   For a list of credit equivalencies, visit [miami.edu/creditequiv](http://miami.edu/creditequiv).

4. **Complete UMX 100.** The University of Miami Experience (UMX 100) is a graded, online, self-paced course specifically designed to assist first-year students in making a successful transition to the University of Miami.

   You will be automatically enrolled in the course, as it is required for all new students. The course opens on **July 1** and your grade will be recorded on your transcript. Access the course via Blackboard (the platform used by professors to share course resources such as presentation slides, readings, and links as well as grades) at [courses.miami.edu](http://courses.miami.edu). We strongly recommend you complete the course before your arrival to campus. If you have questions, email [umx@miami.edu](mailto:umx@miami.edu).

**GPS TIP**

Final high school transcripts do not include IB, AP, or CLEP scores so watch out for when they are released and request them to be sent directly from the testing agency. For details, visit [miami.edu/creditequiv](http://miami.edu/creditequiv).
Registration and Advising

Each of the University’s schools and colleges has a specific program of course registration and academic advising. Your school or college will email you directly with details about registration and advising.

Registration begins on June 3 and closes on July 10.

The following pages contain information to help you select courses for the fall.

For step-by-step videos on how to register for classes in CaneLink, visit miami.edu/newstudentregister.
School of Architecture
Office of Academic Services
1223 Dickinson Drive
Coral Gables, FL 33146
305-284-3731
academicservices@miami.edu

ADVISING
As a first-year architecture student, you are placed in a predetermined set of classes with other first-year architecture students. This gives you the opportunity to interact with your fellow classmates, while building the academic foundation necessary to be successful in the years to come.

You do not need to contact an advisor before registering for classes over the summer unless you are a Foote Fellow or seeking credit for AP, IB, and/or dual enrollment courses. To speak with an advisor, call the Office of Academic Services at 305-284-3731, Monday through Friday, 10 a.m. – 4 p.m.

REGISTRATION STEPS
1. Read UM’s New Student Registration Guide at miami.edu/newstudentregister.
2. Enroll in the math course corresponding to your SAT or ACT score. If you don’t have the score required to enroll in MTH 130 or higher, you may complete a proctored ALEKS Math Placement Assessment on campus over the summer or during Orientation week and throughout the first week of class. Visit miami.edu/aleks for more information and to enroll in a session.
3. Visit arc.miami.edu/newstudents to read a welcome letter from the program director, computer and software recommendations, and a list of supplies and quotes from vendors to place your order for a supply kit.
4. Enroll in ENG 105. The School of Architecture will automatically enroll you in:
   • ARC 101 Architecture Design
   • ARC 111 Visual Representation I
   • ARC 121 Theory Course
5. Attend the School of Architecture Open House on Friday, August 16, to pick up your supply kit. If you did not prepurchase a supply kit, a vendor will be on site during Open House.

LOOKING FORWARD
1. Complete your required summer reading, Experiencing Architecture by Steen Eiler Rasmussen, by the first day of classes.
2. Prepurchase your supply kit to have it delivered to campus during Open House.
3. Set up your studio space.
The College of Arts and Sciences is a community of scholars and students committed to the values of liberal arts education and academic excellence. We believe students are most successful when they take ownership of their futures and education. Advisors can provide information about University requirements and opportunities; however, the advising process promotes and fosters autonomy. You will choose classes based on your individual interests, goals, and passions.

REGISTRATION STEPS

1. **Check your UM email** for messages from “Academic Advising – Arts & Sciences.”

2. **Review registration information.** Visit advising.as.miami.edu and select “New Student Registration” to:
   - Review registration information and dates
   - Review course requirements for your major and/or minor

3. **Register for courses** by referring to the instructions provided in the registration modules as well as your advising appointment. Remember, in order to be considered a full-time student, you must enroll in 12-17 credits in your first semester.

4. **Schedule an advising appointment.** You will receive an email from an academic advisor regarding additional advising the week after you complete your enrollment deposit. Be sure to reply to this email to schedule an appointment. We will discuss your goals, major, degree requirements, courses, AP, IB, and CLEP scores, campus referrals, and more.

Have the following available for your advising appointment, if applicable:

- AP, IB, and CLEP scores
- A copy of your most recent transcript(s) from any college(s) where you have completed courses. Send all official transcripts to the Office of Undergraduate Admission.

As you begin to attend classes, you may want to adjust your schedule. Be mindful of deadlines listed on the Academic Calendar (page 39).
ADVISING

Registering for your first semester at the Miami Business School is simple because the MBS academic advising team will enroll you in the courses you need. In July, you will be assigned a professional academic advisor who will be your point of contact to ensure academic success on your journey to graduation.

REQUIRED FIRST-SEMESTER COURSES

1. MGT 100 Managing for Success in the Global Marketplace

2. English Composition I or II and either Mathematics or Management Science, based on standardized test scores, AP/IB scores, dual enrollment, and/or your ALEKS Math Assessment

3. Two of the following three foundational courses:
   • BSL 212 Introduction to Business Law
   • MKT 201 Foundations of Marketing
   • ECO 211 Microeconomics or ECO 212 Macroeconomics

All undergraduate business students are required to enroll in English Composition and Mathematics or Management Science classes each semester at MBS until the relevant sequences are completed, no later than the fourth semester.

REGISTRATION STEPS

1. An MBS advisor will contact you via your UM email on or after May 15 to discuss your:
   • choice of degree (BBA, BSBA, or BSAF)
   • possible major
   • AP/IB test scores, and/or dual enrollment course credit

2. Reply to the advisor’s message as soon as possible to secure your schedule. If you do not respond to the advising team’s message before July 1, you will be registered for courses based on availability. After July 1, most course sections are at capacity, as such our flexibility to personalize your schedule will be limited.

3. If you wish to adjust your math course enrollment, take the ALEKS Assessment either over the summer or during ’Cane Kickoff, then contact your academic advisor to discuss any necessary changes.

LOOKING FORWARD

At the Academic Dean’s Meeting during ’Cane Kickoff, you will meet the Undergraduate Vice Dean and the academic advising team. You will also talk with your MGT 100 Team Leader (a current UM student) about what to expect from your first year at University of Miami and the Miami Business School.

Beginning September 3, you will be able to schedule your first advising appointment with your assigned advisor using Navigate, our student success platform, to discuss your academic and personal goals and Spring 2020 semester courses.
School of Communication
5100 Brunson Drive
Wolfson Building, Room 2037
Coral Gables, FL 33146
305-284-5234
communication@miami.edu

ADVISING

The process of choosing your classes is an opportunity to own your own story, ask the right questions, and focus on what matters. We’ll give you all the information you need to complete the process, but it is up to you to define your passion, understand the requirements, and make your choices. If you have any questions along the way, your department has a dedicated advisor to assist you.

Advisors will be available for walk-ins during the first three weeks of the fall semester, August 19 - September 6. Beginning September 9, you can schedule an appointment by contacting your academic advisor. They will be available Monday – Friday, 9 a.m. – 4 p.m. for appointments and Tuesdays and Fridays, 2 - 4 p.m. for walk-ins.

REGISTRATION STEPS

1. Read UM’s New Student Registration Guide at miami.edu/newstudentregister.

2. Review the school’s New Student Registration Guide at com.miami.edu/new-students. The guide recommends courses for each major and track and contains information about placement exams.

3. Register for classes in CaneLink. We recommend enrolling in a total of 15 credit hours.

4. Once you are registered, inform your advisor:
   - Advertising and Public Relations
     Marilyn Gonzalez, mcastano@miami.edu
   - Broadcast Journalism, Journalism, Electronic Media, and Media Management
     Bethany Angiolillo, bethany.angiolillo@miami.edu
   - Communication Studies, Interactive Media, and Motion Pictures
     Aaron Pikula, axp1629@miami.edu
   - Undeclared
     Aaron Pikula, axp1629@miami.edu

5. Our academic advisors will review your schedule and reach out to you with any suggestions or changes by July 26.

LOOKING FORWARD

At ‘Cane Kickoff, you will have the opportunity to meet the dean, get to know your fellow students, and talk to your academic advisor about your interests, courses to take, and general education requirements.
School of Education and Human Development

5202 University Drive
Merrick Building, Room 312
Coral Gables, FL 33146
305-284-3711
gfastorini@miami.edu

ADVISING
We believe our most successful students own their education — their classes, their opportunities, and their schedule. While our advisors are here to answer your questions, you will have all the information you need during the registration process to review your degree requirements and select your classes.

Academic advisors will take walk-ins for the first two weeks of the fall semester, August 19-30. Beginning mid-September, advisors will be available by appointment Monday through Friday, 9 a.m. – 4 p.m. Email your advisor to schedule an appointment beginning September 3.

REGISTRATION STEPS

1. **Read UM’s New Student Registration Guide** at miami.edu/newstudentregister.

2. **Review the school’s New Student Registration Guide** at miami.edu/education/register. The guide recommends courses for each major and track and contains information about placement exams.

3. **Register for courses** in CaneLink.

4. **Once registered, inform your advisor:**
   - **Athletic Training and Exercise Physiology**
     Alyssa Exposito, a.exposito@miami.edu
   - **Educational and Psychological Studies and Teaching and Learning**
     Dr. Gina Astorini, gfastorini@miami.edu
   - **Sport Administration**
     Genene Applewhite, gpa6@miami.edu

5. **Once you are registered**, our academic advisors will review your schedule and reach out to you by July 31.

LOOKING FORWARD
At ‘Cane Kickoff, you will have the opportunity to:
- meet your dean, academic advisors, and fellow students.
- schedule a session with your advisor.
- create a four-year Course Advising Plan based on your interests, major(s) and minor(s), and general education requirements.
College of Engineering
1251 Memorial Drive
Coral Gables, FL 33146
305-284-2404
305-284-3100
advising@eng.miami.edu

ADVISING
Our experienced advisors are instrumental in creating a learning community — a place where our students work together to achieve excellence.

As an incoming student in the College of Engineering, you will be placed in the IMP ACT (Integrated Mathematics, Physics, and Chemistry/Communication Track) Program. Classes are selected by your advisor, and you take all or most of your classes with other engineering students. Our unique registration process brings students together to work through their prerequisite courses and support each other as they transition to college life.

Our advisors are available throughout the summer at advising@eng.miami.edu or at 305-284-3100, Monday through Friday, 10 a.m. – 4 p.m.

Advisors will take walk-ins for the first two weeks of the fall semester, August 19–30. Beginning September 3, advisors will be available Monday through Friday, 10 a.m. – 4 p.m. by appointment.

REGISTRATION STEPS
1. Read UM’s New Student Registration Guide at miami.edu/newstudentregister.
2. Review information about the first-year student registration process including the ALEKS Math Placement Assessment at miami.edu/coe/ugreg.
3. Fill out the CoE Information Form available at miami.edu/coe/ugreg, save it as “yourlastname_firstname,” and email it to advising@eng.miami.edu.
4. Send your scores electronically. Email any AP, IB, and GCE scores, and/or dual enrollment course credits to advising@eng.miami.edu.
5. Arrange for official scores or credits to be sent. AP, IB, or CLEP exam results as well as transcripts from dual enrollment courses must be sent directly to the Office of Undergraduate Admission.
6. The Engineering Advising Office will enroll you in your courses once the CoE Information Form and ACT/SAT scores, AP/IB credits, dual enrollment credits, or ALEKS Math Placement scores have been submitted to determine your math placement. Enrollment will be completed by early July.

LOOKING FORWARD
At ‘Cane Kickoff, you will have the opportunity to meet the dean, speak with academic advisors, and get to know fellow students.
Rosenstiel School of Marine and Atmospheric Science

1365 Memorial Drive
Ungar Building, Room 210
Coral Gables, FL 33146
305-284-2180
marsci@miami.edu

ADVISING

Every semester is an opportunity to own your education, your classes, your schedule, your success — and our advisors are here to help you along the way.

In mid-May, you will receive our registration email. It will include a list of recommended first-semester courses and explain the registration process step by step.

Academic advisors will take walk-ins for the first two weeks of the fall semester. Beginning the third week of the fall semester, advisors will be available to you during their advertised office hours.

The RSMAS Undergraduate Office is available to assist you and answer your questions Monday through Friday, 9 a.m. – 4 p.m., on a walk-in basis or by appointment.

REGISTRATION STEPS

1. **Read UM’s New Student Registration Guide** at miami.edu/newstudentregister.

2. **Review registration information and recommended courses.** Visit rsmas.miami.edu/newstudents for specific information about the school’s New Student Registration process, including the ALEKS Math Placement Assessment and recommended courses for your specific major.

3. **Send your scores electronically.** Email any AP, IB, CLEP scores, and transcripts from dual enrollment to marsci@miami.edu.

4. **Arrange for official test scores or credits to be sent.** AP, IB, or CLEP exam results and transcripts from dual enrollment courses must be sent directly to the Office of Undergraduate Admission.

5. **Select your courses** by placing them in your CaneLink Shopping Cart.

6. **Enroll in the courses** recommended for your major.

7. **Our office will review** your class schedule and email you with any recommended changes by mid-July.

LOOKING FORWARD

At ’Cane Kickoff, you will have the opportunity to meet the dean, speak with academic advisors, and get to know fellow students.
ADVISING

As a new student in the Frost School, you must complete registration before orientation. Further instructions, including the Frost Course Registration Guide, will be emailed to you in late May.

The Frost Course Registration Guide will introduce you to our innovative curriculum while walking you through the registration process. If you qualify to place out of a course due to audition results, test scores, or transfer credits, you will have the opportunity to revise your schedule during orientation in August.

REGISTRATION STEPS

1. **Read UM’s New Student Registration Guide** at miami.edu/newstudentregister.

2. **Review the individualized email** in late May from frostundergrad@miami.edu with instructions specific to your instrument and degree program.

3. **Select your courses and enroll.** Add the courses and specific sections detailed in your individualized email to your CaneLink shopping cart and enroll.

4. **Advisors in our Undergraduate Studies Office will review your schedule by June 21.** Majors in Musicianship, Artistry Development, and Entrepreneurship (M.A.D.E.), Music Business, Theory & Composition, Music Engineering, Media Writing & Production, and B.A. Music will be emailed by Eva Alonso, Director of Student Support Services.

   Majors in Instrumental Performance, Keyboard Performance, Vocal Performance, Jazz Instrumental, and Jazz Vocal will be emailed by Natalee Bell, Undergraduate Studies Advisor.

5. **Once your schedule is approved, an advising hold will be placed** on your CaneLink account, which will be removed during Frost Orientation.

LOOKING FORWARD

At Frost Orientation, you will have the opportunity to audition for ensembles, and complete required theory, skills, and keyboard placement assessments. Classical, contemporary, and jazz keyboard students are exempt from taking the keyboard studies placement exam. You will also have the opportunity to make changes to your fall schedule, if necessary.

The advisors in the Office of Undergraduate Studies will be available on a walk-in basis on August 19-30, 9 a.m. - 4:30 p.m.

Beginning September 3, you will be able to schedule an appointment with your advisor on miami.edu/navigate.
School of Nursing and Health Studies
5030 Brunson Drive
Schwartz Center, Room 142
Coral Gables, FL 33146
305-284-4325
sonhs@miami.edu

ADVISING
Every semester brings you one step closer to graduation and you should own every part of the journey. From registration to graduation planning, we want you to take charge of your education. The process below will help you understand your degree requirements, select your courses, and plan your academic future.

Our Office of Student Services has developed a comprehensive plan to guide you through the registration process that includes the Pre-Registration Welcome Webinar, Academic Reference Form (ARF), Graduation Planning Webinar Series, and Graduation Planning Group Advising Session.

Follow the steps below and take advantage of our optional sessions.

REGISTRATION STEPS
1. Join a live pre-registration welcome webinar on May 15 or 16, at 6 p.m. to connect with your academic advisors and better understand your next steps. Access instructions will be sent to your UM email on May 14.
2. Read UM’s New Student Registration Guide at miami.edu/newstudentregister.
3. Complete and submit the Academic Reference Form (ARF) available at sonhs.miami.edu/arf. Our advisors will remove your advising hold by the end of the next business day after receiving your completed ARF.
4. Register for courses. After June 3, once your registration hold is removed, register for courses through CaneLink using the “Registration Process Using CaneLink” section of miami.edu/newstudentregister. Once you complete your registration, our advisors will review your schedule and provide you with feedback on your selections.
5. Participate in the three-part Graduation Planning Webinar Series and the in-person Graduation Planning Group Advising Session. Access instructions for the webinar will be sent to your UM email on July 8. The Group Advising Session will take place at Orientation.

LOOKING FORWARD
At ‘Cane Kickoff, you have the opportunity to meet the dean, your academic advisors, and your fellow classmates.

Academic advisors in the Office of Student Services are available on a walk-in basis Monday through Friday, 9 a.m. – 3:30 p.m.
Living at the U
On-Campus Housing

All first-year students are required to live in University housing for their first two academic semesters. This policy does not apply to first-year students who:

- have been out of high school for more than one calendar year
- live with their parents or a legal guardian in Miami-Dade or Broward County
- are married and/or have dependent children
- for disciplinary or administrative reasons, are denied the privilege of living on campus

To apply for a first-year residence waiver, download the form from miami.edu/housingexemption or request it via email at housing@miami.edu.

APPLY BY MAY 15 THROUGH CANELINK: Access the application under UM Housing section. To view a sample housing agreement, an application tutorial, and the housing rates for the coming year, visit miami.edu/housing.

Housing applications received after the May 15 deadline will be added to a wait list until an available space can be identified.

You will be required to submit a $500 prepayment via credit card as part of the application process. The prepayment will be applied to your University student account.

MAKE YOURSELF A PRIORITY: Students who apply early receive greater priority for selecting single rooms, making room changes, and receiving earlier room selection appointment times for future academic years.

SELECT A MEAL PLAN: You will be prompted to choose a meal plan when completing your housing application. See page 24.

FIND A ROOMMATE: The housing application process includes a section where you can complete a roommate profile by answering a series of questions about your lifestyle preferences, academic and social pursuits, and other roommate-related topics. If you would like to join the roommate search process, you'll be assigned a username and asked to provide a brief description of yourself. The program then suggests potential roommates based on your responses.

See someone you like? Email them. The deadline to confirm each other as roommates is May 15 but, if you have not already done so, you can still submit a mutual request to the Department of Housing and Residential Life to housing@miami.edu.

GPS TIP

There are multiple steps (housing application, roommate agreement, and meal plan agreement) necessary to be placed on the matching list for a roommate. Until you complete all three steps and click on the submit button, your application will not be reviewed. For an instructional video, visit miami.edu/housing/apply and follow the link under New/Incoming Students.
Meal Plans

All undergraduate students living in one of the five residential colleges must purchase a meal plan as a part of their housing agreement. Students who do not choose a meal plan during their housing application process will be automatically signed up for the unlimited meal plan.

In CaneLink, under the UM Housing section, select “Housing Application Process.” Then click on the Meal Plan step to make your selection.

If you wish to increase your meal plan after June 30, select “Meal Plan Change Request” under “Dining Services” to email the department. Please provide your name and student number, along with your current and new meal plan choice.

Students living off campus may choose from any of the resident meal plans as well as any of the meal plans specifically designed for commuters. Meals and any balance remaining at the end of the fall semester will roll over to the spring, but will expire at the end of the spring semester. In CaneLink, under “Dining Services,” select “Add Block Meals” to email Dining Services. Please provide your name, student number, and meal plan choice.

Commuting Students

The Department of Orientation and Commuter Student Involvement facilitates programs and resources to acclimate all new undergraduate students to the academic and social fabric of the institution. We understand that our commuter students have unique needs. That’s why we created a number of resources just for you.

COMMUTER ASSISTANTS (CAS): are available to help you as you transition into the UM community. You will learn who your CA is during 'Cane Kickoff.

GREAT START: Connect with fellow commuters, explore student organizations, and learn all about being a 'Cane in this overnight program before 'Cane Kickoff. See page 33 for details, or visit miami.edu/greatstart.

PARKING AND TRANSPORTATION: Check your email throughout the summer for information about parking on campus. Visit miami.edu/parking for information on parking rates, campus shuttles, public transit, carpooling, and UBike.

'CANES CONNECT (June 1) is an on-campus day for students from Miami-Dade and Broward County who are planning to commute to UM. Check to-do items off your list and meet representatives from student services and GPS Team members who can support you on your road to UM.
Campus Safety and Security

1. **Provide emergency contact information in CaneLink.** Keeping your emergency contact information up to date in CaneLink is critical in cases of emergency, extreme weather, and University notifications. In the Student Services Center under “Personal Information,” select “Emergency Contact” to update.

2. **Have your computer marked for safety.** The University of Miami Police Department will mark any student’s property to aid in recovery in the event it is lost or stolen. Typical items that can be marked include smartphones, tablets, laptops, bookbags, and textbooks. To make an appointment, call 305-284-1105.

3. **Register your bike. (It’s mandatory.)** Get a free lock when registering your bike on the first floor of the Flipse Building. If your bike is lost or stolen, UMPD can help locate and return your bicycle. For more information, visit miami.edu/bikeregister.

4. **Download UGuardian.** The free safety app has options for virtual safety escorts and a one-touch button to call UMPD or 911. Visit miami.edu/uguardian, look under the Services and Programs tab to download.

5. **Save the following phone numbers to your phone** before you arrive on campus:
   - **305-284-6666** Uniformed UMPD employees are available as Safety Escorts 24/7. Call from your phone or from any blue light phone.
   - **305-298-6128** Safe Ride provides rides from residential areas around campus 10 p.m. - 3 a.m., Sunday through Thursday.
   - **305-284-1105** UMPD Crime Prevention Office
   - **305-284-3096** Parking and Transportation

6. **Familiarize yourself with campus emergency** preparedness information and resources at prepare.miami.edu.
Health Insurance

All full-time students are required to have comprehensive health insurance coverage, whether it be through the University’s plan or a personal plan. U.S. citizens must choose to accept or waive the University plan coverage and fee as soon as possible and no later than July 15. For instructions on how to waive the University plan coverage, visit miami.edu/healthinsurance.

International students must purchase the medical insurance offered through the University of Miami at the time of registration unless they provide proof of agency- or government-sponsor coverage that has been reviewed and approved by the University Student Health Center prior to registration. The annual premium for this coverage is added to each student’s fees.
Immunizations and Health Records

All students are required to complete and present proof of immunization no later than **July 15**.

1. Visit [miami.edu/immunizations](http://miami.edu/immunizations) to print out the form and have your medical provider complete an immunization compliance form.

2. Log in and enter all immunization information at [mystudenthealth.miami.edu](http://mystudenthealth.miami.edu) for verification; student CaneLink credentials required.

3. Upload the completed immunization form to [mystudenthealth.miami.edu](http://mystudenthealth.miami.edu). If you plan to live on campus, you will also be asked at the completion of the upload to document that you have received or were informed of the hepatitis and meningococcal meningitis immunizations.

Disability Services

The Office of Disability Services (ODS) provides academic accommodations and support to ensure all students are able to access the opportunities available at UM.

Students with disabilities in need of accommodations must complete an Accommodation Request Form and submit current, appropriate, and comprehensive documentation of the disability to ODS by **June 1**. For details, including documentation guidelines, visit [camnercenter.miami.edu/disability-services](http://camnercenter.miami.edu/disability-services).

Alcohol and Drug Education

All incoming students are required to complete EverFi’s online AlcoholEdu & Sexual Assault Prevention courses. Failure to complete any portion of the courses will result in your inability to register for spring courses.

Course links are available at [miami.edu/doso](http://miami.edu/doso) and will be sent to your UM email mid-July. If you do not receive the link, email [campusclarity@miami.edu](mailto:campusclarity@miami.edu) from your UM email address for access. Part 1 of both courses must be completed by **August 12**. Part 2 will be emailed after a 45-day intersession and must be completed by mid-October to avoid a registration hold.

For more information regarding the online course requirement, visit the Dean of Students Office website at [miami.edu/doso](http://miami.edu/doso).

Proud to Be Smoke-Free

The University of Miami is proud to be a smoke-free campus.

Smoking is prohibited on campus, in classrooms, courtyards, and living spaces to ensure a healthy environment for the well-being and safety of all individuals on our campus.
Money Matters
**Bills and Payments**

Once you accept or decline your financial aid awards, you can view and pay any remaining balance in CaneLink. Submit your tuition payment and/or Financial Guarantee Letter by **August 1**.

Failure to pay your tuition by the deadline will interfere with your ability to move into on-campus housing in the fall and may result in the cancellation of your enrollment.

**THE MONTHLY PAYMENT PLAN** (MPP) divides your educational expenses — tuition, fees, on-campus housing, and meal plan expenses — into convenient monthly payments during each of the fall and spring semesters. For more information about the MPP, visit **miami.edu/mpp** or call the Office of Student Account Services at 305-284-6430, option 6.

- Participants are billed in equal monthly installments once the MPP enrollment has been completed. A nonrefundable 3 percent administration fee is charged and added on to the monthly payments and a 2.5 percent surcharge for credit card transactions.
- Financial aid requirements must be finalized before signing up for the MPP.
- Payments can be made:
  1. In person at the Student Account Services cashier’s window:
     1252 Memorial Drive, Coral Gables, FL 33146
  2. By mail with a personal check to:
     University of Miami
     Monthly Payment Plan
     P.O. Box 249146
     Coral Gables, FL 33124-4610

**DIRECT DEPOSIT FOR STUDENT REFUNDS:** Enroll in direct deposit to have your refunds deposited directly into your checking or savings account. To sign up, select “Enroll in Direct Deposit” from the drop-down menu under the Finances section in CaneLink. Only U.S. bank accounts can be used for this service.

**FINANCIAL GUARANTEE LETTER:** If your tuition is paid by a third party or government sponsor, you must submit a Financial Guarantee Letter (FGL) from the sponsor to the Office of Student Account Services at **thirdparty.osas@miami.edu** with an updated FGL from the sponsor prior to the beginning of each semester and before the payment due date. For more information, visit **miami.edu/sponsor**.

**FLORIDA PREPAID:** To have your Florida Prepaid funds applied to your cost of attendance, submit your authorization form available at **miami.edu/fpp** to the Office of Student Account Services by **June 15**.

**TUITION REMISSION:** Eligible dependents of University employees may receive tuition benefits based on the length of time of employment. If you have any questions about Tuition Remission, please contact Staff Benefits at 305-284-3798.
The University cannot award financial assistance until all required documentation is received and reviewed by the Office of Student Financial Assistance and Employment (OSFAE). If you are interested in receiving any type of financial assistance and have completed the application process:

A. **Check your UM email often for award notifications** or requests for more information from OSFAE.

B. **Monitor your To-Do list** for outstanding actions or required documents.

C. **View your financial assistance awards in CaneLink** by selecting “Go To Student Center” and then “View Financial Aid.”

D. **Accept/decline all or any portion of your awards and loan offers** in CaneLink.
   1. Log in at **canelink.miami.edu** and go to Student Center.
   2. Under Finances, select Accept/Decline Award Offer.
   3. Select the financial aid year.
   4. Click on Accept/Decline Your Eligibility and Submit Decision.

E. **Confirm Terms and Conditions** for financial assistance at **miami.edu/terms**.

F. **Finalize your registration plans before September 5** to avoid disbursement issues due to insufficient enrollment. Students must be enrolled in a minimum of 12 credits to ensure eligibility for financial assistance.

G. **Notify OSFAE of any outside resources you will receive**. Outside resources such as outside scholarships and veterans benefits must be considered when calculating your eligibility for federal need-based aid and, in the case of veterans benefits, eligibility for institutional need-based aid. Please notify OSFAE of any outside resources you will receive by emailing the information to ofas@miami.edu.
Student Employment

Most jobs for the fall semester are posted a few weeks before the academic year begins and throughout the year. You may review jobs at miami.edu/jobx. Student earnings are paid directly to the student every two weeks as work is performed.

FEDERAL WORK STUDY: Federal Work Study, including Community Service Work Study, is a federally funded financial aid program awarded to students based on their eligibility determined by the Free Application for Federal Student Aid (FAFSA) and other financial aid criteria.

STUDENT ASSISTANT PROGRAM: All full-time, degree-seeking admitted and enrolled students are eligible to apply for jobs under the Student Assistant (non-Federal Work Study) employment program.

LEAD MIAMI PROGRAM: Students admitted to the Lead Miami Program receive information directly from the program’s advisor.

REQUIRED DOCUMENTS: Federal law requires that all new student employees complete an I-9 form and present supporting documentation to verify their identity on the first day of employment. If you plan to apply for student employment, please bring the required documents with you to avoid delaying the hiring process.

Examples of acceptable documentation include either a valid U.S. passport OR a driver’s license AND either a social security card or birth certificate. A complete list of acceptable documents is provided during the onboarding process once you have been offered a position.

Veterans

Veterans or dependents of veterans may be entitled to VA educational benefits under Chapters 30, 31, 33, 35, and 1606. Complete information on submitting enrollment documentation can be found at miami.edu/veteransaffairs. Submit your documents to UM’s Certifying Official at veterans@miami.edu by August 1. You may also contact them at 305-284-2294.

Veterans benefits may be considered as a resource when determining eligibility for need-based institutional assistance. For additional information, contact a financial aid advisor at 305-284-6000, option 2.
Orientation & Arrival
Pre-Orientation Programs

Pre-orientation programs provide small group experiences to welcome new students into the larger campus community.

These programs provide opportunities to connect with new and returning students in order to develop a base of peers. Students explore their interests, discover opportunities for personal growth through campus involvement, engage in activities that promote community development, and establish a sense of belonging at UM.

**GREAT START (June 22-23 or July 13-14)** is an overnight program designed for new commuter students from Miami-Dade and Broward County who will be commuting to campus during their first year at UM. Discount prices are available for students who sign up early at miami.edu/greatstart. Students can choose to attend one of the two sessions.

**INTERNATIONAL STUDENT ORIENTATION (August 13)** is designed to provide international students with information that will assist in their transition to living and studying in the United States. For more information, visit isss.miami.edu.

**HORIZONS (August 13)** is designed to provide first-year students with a preview of campus life and the diverse community at UM. Registration is open June 1–July 12. For more information and to register, visit miami.edu/msa/horizons.

**HILLEL FRESHFEST (August 13-14)** is designed to provide incoming Jewish students with an immersive experience and opportunity to connect to Jewish Life on campus. Registration is open now through August 9. For more information, visit miamihillel.org.

‘Cane Kickoff

All new students must attend ‘Cane Kickoff, the mandatory orientation for undergraduate first-year and transfer students. For more information, visit miami.edu/orientation.

**INCOMING FIRST-YEAR AND TRANSFER STUDENTS (August 12-18)**

Check-in required on the following dates:

- August 12-13 for students living on campus according to your assigned day and time.
- August 12-14 for commuter students during the times listed on the schedule.

To register, select “Orientation Registration” in CaneLink. You may also add information for family members who intend to participate in the optional family programming.

**FAMILIES OF INCOMING FIRST-YEAR AND TRANSFER STUDENTS (August 12-14)**

- Join us on the day of your student’s designated housing move-in for optional program offerings.
- The formal family program will take place on August 14, concluding at 7 p.m., followed by ‘Canes Take Flight (a university tradition you do not want to miss), so we recommend you make plans to leave Thursday morning, August 15.
Arrival and Move-In

When you arrive on campus for ’Cane Kickoff, there are four key things you’ll need to do:

1. **If you’ll be living on campus, check in for ’Cane Kickoff on August 12 or 13 according to your assigned day and time.** Just follow the steps mailed to your permanent address in the summer. [miami.edu/housing](http://miami.edu/housing)

2. **If you’ll be commuting, check in for ’Cane Kickoff on August 12-14 during the times listed on the schedule.** [miami.edu/orientation](http://miami.edu/orientation)

3. **Pick up your ’Cane Card during check-in.** Your ’Cane Card is the official on-campus identification card at UM. New students will have their ’Cane Card picture taken and receive it during check-in. All students are required to carry their ’Cane Card for identification purposes while on campus. The ’Cane Card can also be used to:
   - access buildings, residential areas, the library, and wellness center
   - borrow books from the library
   - access athletic events
   - pay for food at various dining locations on campus

4. **Review all To-Do items in CaneLink and/or the Road to UM** to ensure there are no outstanding tasks before classes begin.
International Students

Prepare for your arrival, including information about travel and entry into the United States. Visit isss.miami.edu for additional information.

I-20 (F-1) OR DS-2019 (J-1) ISSUANCE

1. Scan a copy of your passport’s biographical page and your bank or government sponsorship letter (financial guarantee) stating the availability of $74,109 U.S. dollars per year. To view a sample bank letter, visit miami.edu/bankletter.

2. Email copies of both documents to mydocuments@miami.edu for issuance of an I-20 or DS-2019 to apply for a student visa.

MAKING INTERNATIONAL PAYMENTS TO UM

UM has partnered with Flywire to provide an easy and secure method for international students to pay tuition and fees. Flywire allows you to track your payment from start to finish, and provides 24/7 multilingual customer service. For more information, select “International Payment” in your CaneLink payment options.

SEVIS FEE AND STUDENT VISA

1. Review your I-20 (F-1) or DS-2019 (J-1) forms. Contact the Office of Undergraduate Admission at admission@miami.edu if you have any questions regarding your I-20 or DS-2019 form.

2. Pay your I-901 SEVIS fee at fmjfee.com. Print the fee receipt as proof of payment and take it with you to your visa appointment and when you travel to the United States.

3. Apply for a student visa to enter the U.S. (citizens of Canada and Bermuda are exempt). Student visas cannot be obtained in the United States.

For information on how to apply for an F or J visa, as well as approximate wait times for visa interviews and application processing, visit the U.S. Department of State online at state.gov.

ENTERING THE UNITED STATES

When traveling to the United States, carry your original Form I-20 or DS-2019 along with your passport, visa, and I-901 SEVIS fee receipt. Do not put these documents in your checked baggage.

Present your documents to a U.S. Customs and Border Protection officer at the U.S. port of entry when you arrive. You may arrive no earlier than 30 days before, and no later than the start date listed on your Form I-20 or DS-2019.
Important Dates & Deadlines
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<th>Date</th>
<th>Event</th>
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<tr>
<td>August 1</td>
<td>Fall 2019 tuition payment due</td>
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<td>August 1</td>
<td>Monthly Payment Plan enrollment due date</td>
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<td>August 13</td>
<td>International Student Orientation</td>
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<td>Horizons pre-orientation program</td>
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<td>August 12-13</td>
<td>Housing move-in for new students</td>
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<td>August 12</td>
<td>Part 1 of online AlcoholEdu &amp; Sexual Assault Prevention course is due</td>
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<td>August 19</td>
<td>CLASSES BEGIN</td>
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<td>August 20</td>
<td>Release of initial refunds for eligible students</td>
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<td>August 28</td>
<td>Last day to register and add a course</td>
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<td>September 2</td>
<td>Holiday (Labor Day)</td>
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<td>September 4</td>
<td>Last day to drop a course without a “W”</td>
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<td>September 4</td>
<td>Last day to make a change in credit-only designation</td>
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<td>September 23</td>
<td>Midterm reporting begins</td>
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<td>October 3-6</td>
<td>FAMILY WEEKEND</td>
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<td>October 17-20</td>
<td>FALL RECESS</td>
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<td>October 21</td>
<td>Last day to drop a course</td>
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<td>October 21</td>
<td>Registration appointments available in CaneLink</td>
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<tr>
<td>October 24</td>
<td>Part 2 of online AlcoholEdu &amp; Sexual Assault Prevention course is due</td>
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<tr>
<td>November 4</td>
<td>Registration for Spring 2020 begins</td>
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<td>November 7-9</td>
<td>Alumni Weekend and Homecoming</td>
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<td>November 23-December 1</td>
<td>THANKSGIVING RECESS</td>
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<td>December 3</td>
<td>CLASSES END</td>
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<td>December 4</td>
<td>Reading Day</td>
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<td>December 5-11</td>
<td>Final exams</td>
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<tr>
<td>December 11</td>
<td>Deadline to complete UMX 100 online course</td>
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<tr>
<td>December 13</td>
<td>Housing closes for winter break</td>
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<tr>
<td>December 18</td>
<td>Final grades available to students in CaneLink</td>
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*Dates subject to change.
CONTACTS

ALCOHOL & DRUG EDUCATION  
305-284-5353  
campusclarity@miami.edu  
miami.edu/sandler

DINING SERVICES & MEAL PLANS  
305-284-3584  
diningservices@miami.edu  
miami.edu/dining

DISABILITY SERVICES  
305-284-2374  
disabilityservices@miami.edu  
camnercenter.miami.edu

GPS TEAM (Guide for Parents and Students)  
um.gps@miami.edu  
miami.edu/gps

HOUSING AND RESIDENTIAL LIFE  
305-284-4505  
housing@miami.edu  
miami.edu/housing

INTERNATIONAL STUDENT AND SCHOLAR SERVICES  
305-284-2928  
isss@miami.edu  
isss.miami.edu

ORIENTATION AND COMMUTER STUDENT INVOLVEMENT  
305-284-5646  
orientation@miami.edu  
miami.edu/orientation  
miami.edu/csi

STUDENT ACCOUNT SERVICES  
305-284-6430  
saccounts@miami.edu  
miami.edu/osas

STUDENT FINANCIAL ASSISTANCE AND EMPLOYMENT  
305-284-6000  
ofas@miami.edu  
miami.edu/osfae

STUDENT HEALTH SERVICE  
305-284-9100  
studenthealth@miami.edu  
miami.edu/newstudenthealth

UMIT SERVICE DESK  
305-284-6565  
itsupportcenter@miami.edu  
miami.edu/it

UNDERGRADUATE ADMISSION  
305-284-6000  
admission@miami.edu  
miami.edu/admission

UNIVERSITY REGISTRAR  
305-284-2294  
registrar@miami.edu  
miami.edu/registrar