



MEMORANDUM

TO: Transfer Students
FROM: Angelique Ortega Fridman, Assistant Dean for Student Services
Tessa Allison, Assistant Director Student Development
DATE: July 28, 2014
RE: Orientation August 13-15, 2014 – READ CAREFULLY!

Orientation: Wednesday, August 13 - Friday, August 15, 2014

DATE	TIME	LOCATION
Wed., Aug. 13	Noon – 8:30 p.m.	FIU Law - 11200 SW 8 St. Rafael Diaz-Balart Hall Dress code: <i>Business Casual</i> ATTENDANCED IS MANDATORY FIU Law – 11200 SW 8 St. Rafael Diaz-Balart Hall Dress code: <i>Business Casual</i> ATTENDANCE IS OPTIONAL
Fri., Aug. 15	1:30 p.m. – 5:30 p.m.	FIU Law - Dress code: <i>Business Attire</i> ATTENDANCE IS OPTIONAL You will meet at the College of Law and be transported to the Florida Third District Court of Appeal . A valid government ID is required to enter the building. Please do not bring backpacks or weapons of any kind, including pocket knives.

Orientation ([see preliminary schedule here](#)) is the first part of the *Pathway to the Profession* (PTP) initiative. PTP is a semester-by-semester plan designed to assist students both academically and professionally. It is a comprehensive and interdisciplinary program to help students gain immediate and sustained exposure to a number of critical subjects. Seminars and workshops will be led by FIU Law faculty and representatives from Career Planning & Placement, Student Services, the FIU Law Clinic, and the Center for Professionalism and Ethics.

ABOUT ORIENTATION

1. **ORIENTATION FEE:** A **\$75.00** fee is required by **July 3, 2014**. Make checks payable to

Florida International University and mail or deliver in person to:

Florida International University College of Law

Modesto Maidique Campus

11200 SW 8th Street, RDB 1043

Miami, FL 33199

Attn: Tesha Allison

(**Note:** Please include your name in the memo portion of the check).

2. **FLORIDA BAR APPLICATION:** The Florida Board of Bar Examiners considers timely amendments those that are filed within 30 days of the occurrence triggering the amendment (transferring from one law school to another). We urge you to file your amendment within the first week of classes. The amendment form is found [here](#).
3. **FINANCIAL AID:** If you have any questions about Financial Aid please contact Alberto Diaz, FIU Coordinator/ Financial Aid, 305.348.7272 or alberto.diaz10@fiu.edu.
4. **OFFICIAL TRANSCRIPTS:** Students must submit to FIU Law and LSAC official transcripts from their degree-granting institutions (undergraduate and graduate), showing the date(s) of degree conferral and the degree conferred. Transfer students must also provide official transcripts from all previous law schools where they were enrolled. If your previous institution provides official transcripts via electronic means, please have transcripts emailed to lawadmit@fiu.edu. The transcript sent with the CAS report is **not** an official transcript. Mail transcripts to:

Florida International University College of Law

Office of Admissions and Financial Aid

Modesto Maidique Campus

11200 SW 8th Street, RDB 1055

Miami, FL 33199

Contact: Office of Admissions and Financial Aid, 305.348.8006 or lawadmit@fiu.edu.

5. **IMMUNIZATION:** In order to register for classes your **immunization records must be on file**. If you do not provide proper documentation, you will not be able to register and

will continue to have an immunization hold on your account. The document must be signed by a physician (M.D. or D.O.), a nurse practitioner, or a registered nurse, and mailed, sent via fax 305.348.3336, or physically brought to the FIU Student Health Services Office (Modesto Maidique Campus), by **July 3, 2014**. Calls from your physician are **not** acceptable.

Contact: [FIU Student Health Services](#), 305.348.2401. (**Note:** you may arrange additional immunizations via the [FIU Student Health Services](#)).

6. COURSE MATERIALS AND SCHEDULES:

- a. **BOOK LIST:** The book list will be available by July 16, and will be posted on the FIU Law website [here](#). You will be notified via email when the post is active.
- b. **TEXTBOOKS:** Textbooks are available at the [FIU Bookstore](#).
- c. **FIRST-WEEK READING ASSIGNMENTS:** Reading assignments will be available by late July and will be posted on the FIU Law website [here](#). You will be notified via email when the post is active
- d. **ACADEMIC CALENDARS AND SCHEDULES:** Click [here](#) for all academic calendars and other schedules.

7. REGISTRATION, TUITION AND BILLING: 1L students are registered automatically by **no later than August 1, 2014**. You will receive an email when your registration is complete. FIU Law **does not** mail tuition or billing information. Once you are registered, your charges will be automatically reflected in the Student Financials area of [MyFIU](#). The tuition payment deadline is **August 15, 2014**.

Contact: Ada Rueda-Wright, Coordinator of Registration and Records, 305.348.6296 or ruedaa@fiu.edu. (**Note:** If your mailing address has changed since you initially provided this information contact lawadmit@fiu.edu to update).

Once you are registered, you will be assigned an ***fiu.edu*** email which is the exclusive email address used by the College of Law and FIU. You must monitor that email account on a regular basis.

8. PEER MENTORING PROGRAM: To help get your law school career off to a solid start, FIU Law and its Student Bar Association offer a *Peer Mentoring Program*. The Program serves as a valuable resource to new law students. The program is voluntary and

is open to all 1L students. If you are interested, you will be matched with one of our student mentors. We encourage you to participate! Register [here](#).

- 9. SOCIETY OF PARENTS AND PARTNERS:** FIU Law considers family, friends and partners of FIU Law students as an important and valuable sources of support. There will be an information session for parents and partners and other supporting loved ones on **Friday, August 15 2014, 4:00 p.m.** at FIU Law. They will learn about the FIU Law experience first-hand and be able to interact with staff. RSVP your loved one/s by **August 3, 2014** [here](#).

- 10. THE ABRAHAM S. OVADIA CAREER PLANNING & PLACEMENT OFFICE (CP&P):** [The Abraham S. Ovadia Career Planning and Placement Office](#) provides students and alumni the services and resources needed to find a fulfilling legal career. Read a special message from Ana Bierman, Assistant Dean of Career Planning & Placement [here](#).

- 11. HEALTH INSURANCE:** The student health fee does not cover diagnostic therapeutic medical visits to outside physicians, clinics or hospitals. Students are encouraged to purchase supplemental health insurance. A health insurance policy is available for students at a low group rate.

Contact: [FIU Student Health Services](#), 305.348.2401

- 12. DISABILITY ACCOMMODATIONS:** The FIU Disability Resource Center provides [accommodations](#) to those who provide valid documentation of a physical, mental, or learning disability. If you need accommodations you must register with and submit complete documentation to the [FIU Disability Resource Center](#), **no later than the end of the second week of classes**. Failure to submit documentation by the end of the second week of classes will postpone review until the next semester.

Contact: Tesha Allison, 305.348.7568 or tallison@fiu.edu.

FIU Disability Resource Center at 305.348.3532 (voice) or 800.955.8771 (TDD). Download the Resource Center Guide [here](#).

- 13. PARKING DECALS:** All students who park on campus are required to have a decal. To obtain one you will need to provide a photo ID, current class schedule and a valid vehicle registration for the automobile on which the decal will be displayed. To facilitate parking

during Orientation, you should try to obtain your parking decal before the start of Orientation.

Contact: FIU Department of Parking and Transportation, 305.348.3615

14. HOUSING: For questions about on- or off- campus housing: **Contact: Alma Miro,** Director of Admissions and Financial Aid, 305.348.8007 or miroa@fiu.edu.

15. STUDENT IDENTIFICATION: Students are required to obtain a **FIU One Card**. New students will have the opportunity to obtain their *free* FIU One Card during Orientation on **Wednesday, August 13, 2014** and **Thursday, August 14, 2014**. Please bring a driver's license or a government-issued ID.

Contact: FIU One Card Station website, 305.348.3910.

16. INFORMATION TECHNOLOGY: We recommend that you purchase a notebook computer. If you would like to buy a notebook computer, visit our [on-campus computer store](#). Click here for a coupon. Once you are enrolled, FIU Law will provide you with one free downloadable copy of Microsoft Office Professional and Antivirus software.

Contact: Technology Services at (305)348-8092, or e-mail lawitsupport@fiu.edu.

Please join our admitted students [Facebook](#) page and like the [FIU Law](#) page.

INCOMING FIRST-YEAR AND TRANSFER STUDENT DEADLINES

1. Orientation: **Wednesday, August 13 – Friday, August 15, 2014**
2. Pay Orientation fee of \$75 by **July 3, 2014**
3. Provide record of immunizations by **July 3, 2014**
4. Pay tuition by **August 1, 2014**
5. RSVP your loved one/s to the information session by **August 3, 2014**
6. Complete Florida Board of Bar Examiners application by **January 15, 2015**

CONTACT INFORMATION

Angelique Ortega-Fridman, Asst. Dean, Student Services,	305-348-3354 afridman@fiu.edu
Ana Bierman, Asst. Dean, Career Planning	305.348.8359 acbierma@fiu.edu
Tesha Allison, Asst. Director Student Development	305.348.7568 tallison@fiu.edu
Donna Yff, Registrar	305.348.0175 yffd@fiu.edu
Ada Rueda-Wright, Coordinator Office of Registrar	305.348.6296 rueadaa@fiu.edu
Alberto Diaz, Coordinator of Financial Aid	305.348.7272 ajudiaz@fiu.edu
FIU Law Office of Admission/Financial Aid	305.348.8006 lawadmit@fiu.edu
FIU Law Office of Information Technology	305.348.8092 lawitsupport@fiu.edu
FIU Department of Parking & Transportation	305.348.3615 parking@fiu.edu
FIU Student Health Services	305.348.2401 immune@fiu.edu
FIU Disability Resource Center	305.348.3532 drc@fiu.edu