Roosevelt University
Chicago & Schaumburg

New Student Information
& Orientation Guide

Obtaining Your NetID

Please check the personal email that you used for your online application to Roosevelt University. You will receive a personalized email from Roosevelt University that will provide you with your NetID and NetID enrollment information.

The email will look like below:

01 Nov 2017

430 S. Michigan Ave
Chicago, IL 60605

Dear John,

I wanted to take this opportunity to share information regarding your Roosevelt University student NetID, which provides access to your student portal. Here you can access your student account to set up payment plans, pay your bill, and pay your admission deposit. You can also view your grades, access your financial aid package, and apply for housing.

Your Roosevelt NetID is: johnsmith

To enroll your account,

Visit password.roosevelt.edu.
Your temporary password is **RU**, followed by your six digit **date of birth** and an **exclamation point (!)**.
For example, if your date of birth is 04/02/1996, **RU040296!** would be your temporary password.

After enrolling, you can:

Log in to your Roosevelt e-mail account at mail.roosevelt.edu.
Your e-mail address is **johnsmith@mail.roosevelt.edu** and your password is the one you just created.
Log in to RU Access at https://ruaccess.roosevelt.edu.
Your NetID is **johnsmith** and your password is the one you just created.

If you have any questions, please do not hesitate to contact us at admission@roosevelt.edu or 877-277-5978.

Sincerely,

Michael Cassidy
Associate Vice President for Enrollment
Roosevelt University

Enrolling Your NetID

What is your NetID?

- Your NetID is everything before the @ sign in your email ⬡ Example: jdoe01@mail.roosevelt.edu.   NetID = jdoe01
- Your NetID is used to log onto your Roosevelt student email, RU Access, and Blackboard

Can't remember your NetID password?

- Visit: https://password.roosevelt.edu
- Select the Reset icon
- Enter your NetID and select Continue
- Answer two security questions
- Enter your new password

Having trouble?

If you are a new student, you may not have set up your security questions yet. This is just a one-time step as follows:

- Visit the same website: https://password.roosevelt.edu
- Select the Enroll Icon
- Under Roosevelt Account Registration, follow the directions for student or faculty

If you need further assistance, please email: ruhelpdesk@roosevelt.edu or call (312) 341-4357. A member of the RU Help Desk team will assist you.

Roosevelt Student Email

What do I use my student email account for and how often should I check my email?

The Roosevelt University email system is the only way the university, including instructors, will communicate with you. As a graduate student, you are required to check your email **daily**. Your Roosevelt student email allows you to organize your mail, create share drives to collaborate with classmates and for studying, download programs such as Word, and even access Skype for business calls.

How do I get a student email account?

You do not need to submit a special request in order to obtain a student email account. Email accounts are created when a student is admitted to the university. The admitted student will receive a welcome message to their personal email with login credentials and instructions. Typically, the new email account will be created within 24 hours after receiving admission from the university.

How do I access my student email account?

Your student email account username is the same as your NetID. To access your student email account, you will need your NetID and NetID password.

Your NetID and temporary password are contained the welcome letter that you received at the personal email address you used for your graduate school application. To set your NetID password, visit www.password.roosevelt.edu and login by using your NetID and the temporary password.

Once you have enrolled, visit www.mail.roosevelt.edu and click the "Click here to login" link. The page will redirect you to the host email login page.

Can I forward my Roosevelt student email account so that all messages are sent to another email account (for example, my personal Gmail account)?

Yes, Roosevelt's student email policy permits you to forward messages from your Roosevelt student email account to another email account. Login to your Roosevelt student e-mail account and use the "Help" icon to search for forwarding instructions.

What is my mail password?

Your initial password was set to your birth date in the format: RUMMDDYY! The exclamation point is part of the password. MMDDYY refers to your birth date.

If you are still unable to log in, please contact the Help Desk at (312) 341-4357 or ruhelpdesk@roosevelt.edu for assistance.
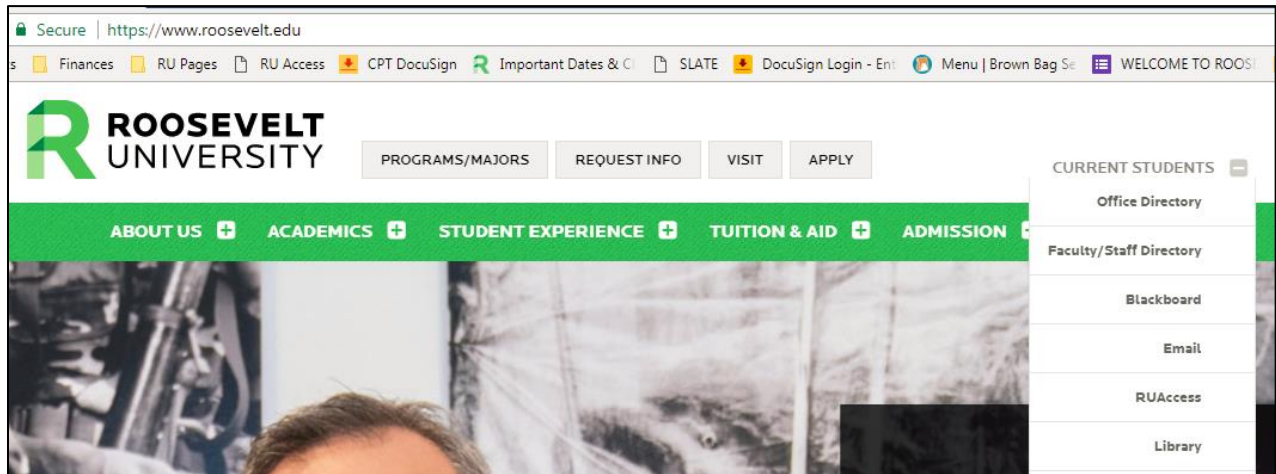
How much space do I have in my mailbox?

The mailbox size for each user is limited to 25 GB. A status bar on the screen informs the user of how much space is currently available.

How to log onto and use RU Student Email
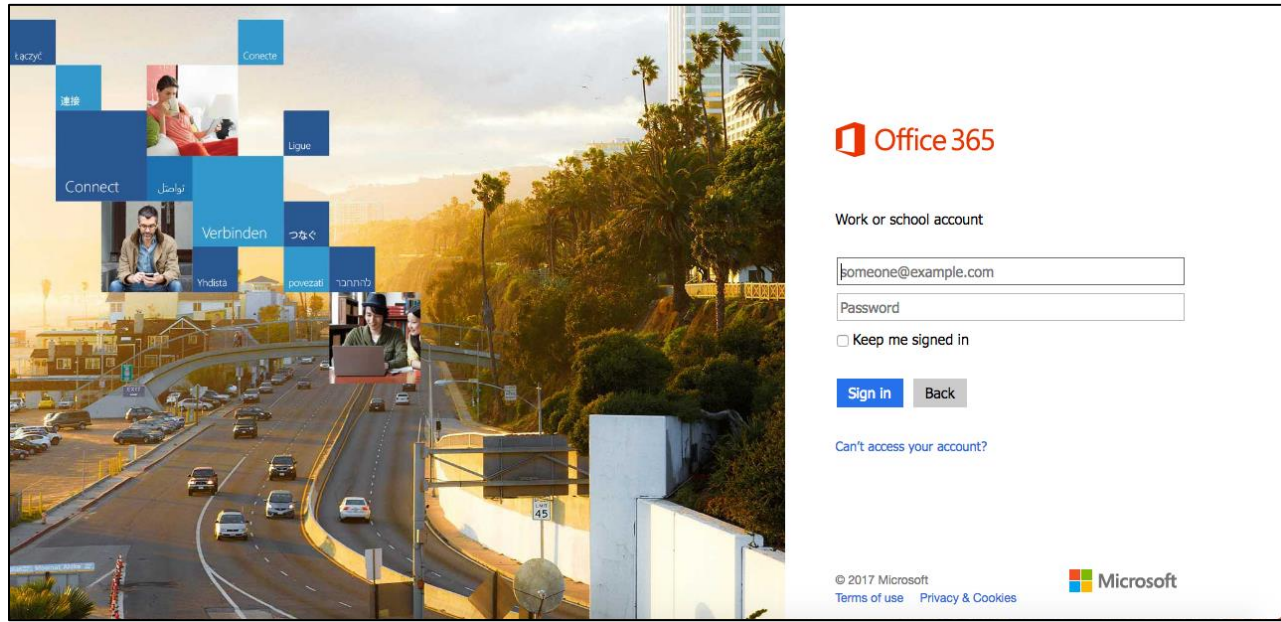
Step 1: In your browser, visit www.roosevelt.edu
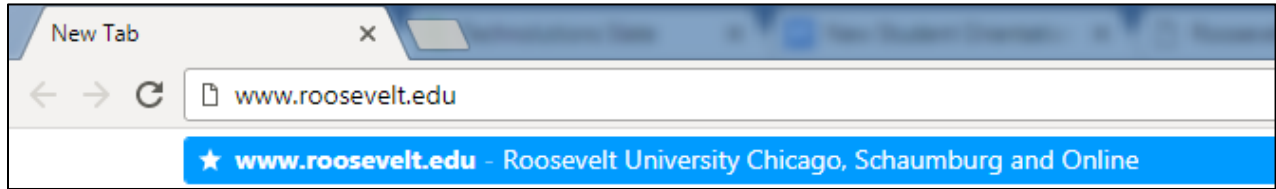
Step 2: Select "Current Students" and click on "Email"

Step 3: At the Email homepage (www.mail.roosevelt.edu), click "Click here to login". This will take you to the Outlook mail services page.

Step 4: Type in your RU email and password. Your email username and password is the same as your NetID.

If you need further assistance, please email: ruhelpdesk@roosevelt.edu or call (312) 341-4357. A member of the RU Help Desk team will assist you.

A Guide to RU Access

When do I use RU Access?

In RU Access, you can update your personal information, register for classes, pay your tuition bill, access employee services (applicable for students with on-campus employment or graduate assistantships), review your financial aid award package, complete a degree audit and more!
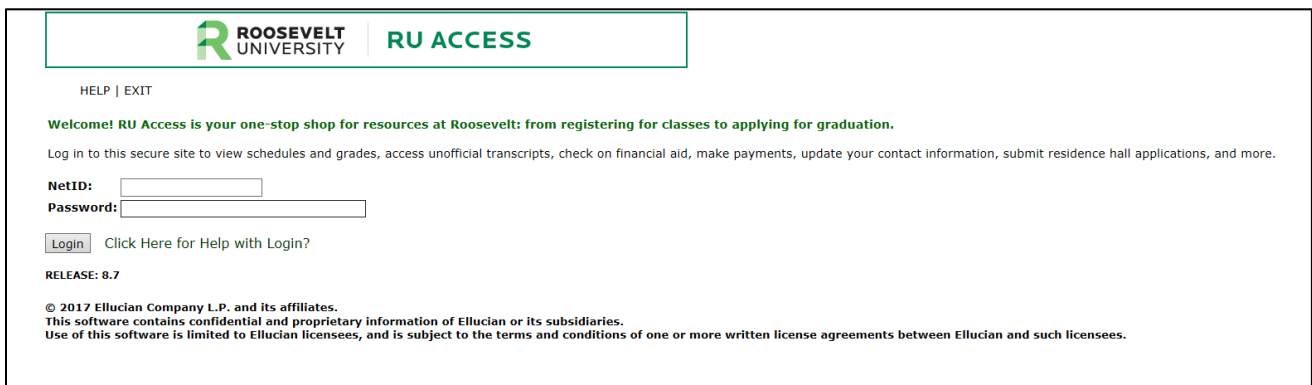
Log onto RU Access

Step 1: In your browser, visit www.roosevelt.edu
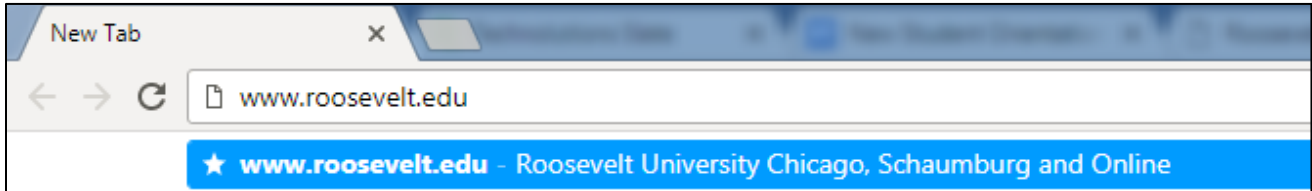
Step 2: Select "Current Students" and click on "RU Access"
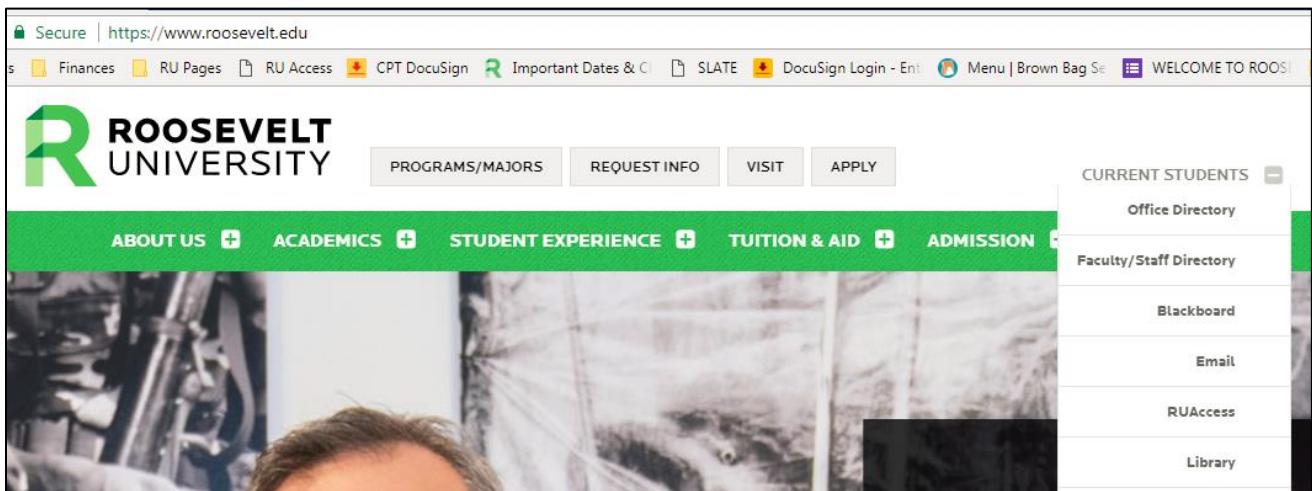
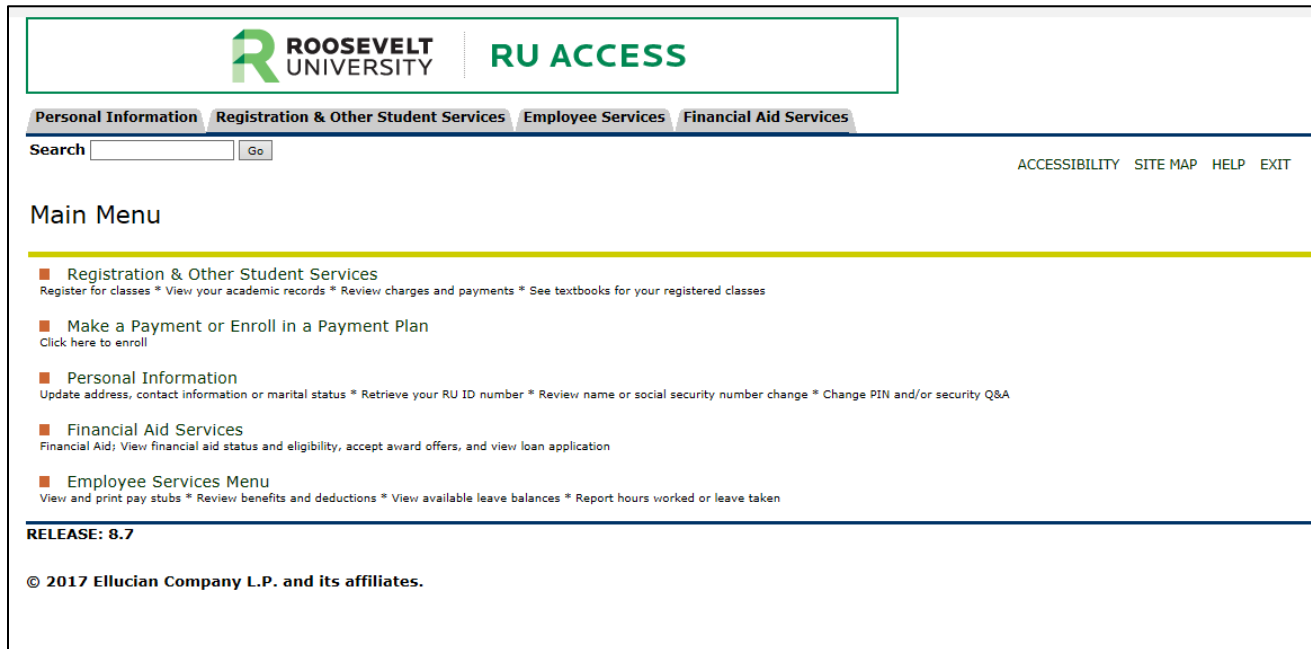**Step 3: Log onto RU Access with your NetID and password.**

A Guide to RU Access – Registering for Courses

Registering for Courses

After logging into RU Access, the following "Main Menu" will appear.

Step 1: Select "Registration & Other Student Services"

Step 2: Select "Registration"

Step 3: Select "Registration, Add or Drop Classes"

Registration

- Select Term
- View Your Registration Status
- Registration, Add or Drop Classes
- Wait List Instructions
- Change Number of Variable Credits
- Registration Fee Assessment
- Week at a Glance
- Student Detail Schedule
- Concise Student Schedule
- Textbook Information for Registered Classes
- Look Up Classes in Online Schedule
- * Financial Clearance Status *

- E-Mail the Chicago Office of the Registrar
- E-Mail the Schaumburg Office of the Registrar

RELEASE: 8.7

Step 4: Select the term you wish to register for from the drop down menu and click "Submit"

R ROOSEVELT UNIVERSITY | RU ACCESS

Personal Information   Registration & Other Student Services   Faculty & Advisors   Employee Services   Finan

Search [   ] Go

RETUR

Select Registration Term

Select a Term: Fall 2017   ▾

Fall 2017 Pharmacy (view only)
Fall 2017
Summer 2017 Pharmacy (View only)
Submit   Summer 2017 (View only)
Spring 2017 Pharmacy (View only)
RELEASE: 8.4   Spring 2017 (View only)
Winter 2016 Pharmacy (View only)
Fall 2016 Pharmacy (View only)
© 2017 Ellucian   Fall 2016 (View only)
Summer 2016 Pharmacy (View only)

Step 5: Select "Continue"

Step 6: Enter the registration code (each semester has a unique code) in the "Alternate PIN" box. Contact your academic advisor, who is also your graduate program director, for your registration PIN. Not sure who that is? Email casgradstudy@roosevelt.edu.

If you need further assistance, please email: ruhelpdesk@roosevelt.edu or call (312) 341-4357. A member of the RU Help Desk team will assist you.

A Guide to RU Access – Using Degree Works

Using Degree Works

When should you review your degree audit?
- **_Before_** you meet with your academic advisor, who is also your graduate program director, to discuss registration for an upcoming semester.
- **_After_** you register to ensure the courses you selected will apply to your requirements.
- **_After_** your grades for each semester are posted.
- **_Any time_** you make a change to your schedule or program.
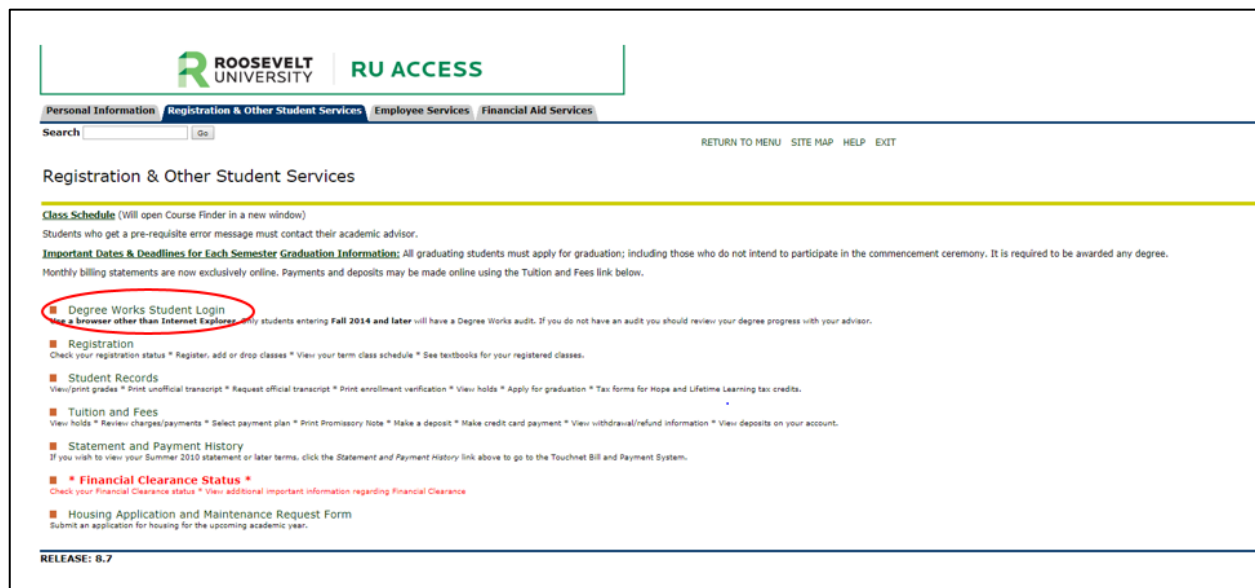
After logging into RU Access, the following "Main Menu" will appear:

Step 1: Under "Registration & Other Student Services", select "Degree Works Student Login"

In the "**Student View**", you can view a complete and detailed audit of your academic record:

Worksheets	Plans	GPA Calc			
Worksheets ❯	Format:			View	Print/Save as PDF
What If	Student View ▼				
Look Ahead					

In the "**Registration Checklist**", you can view a list of the courses you still need to complete:

Worksheets	Plans	GPA Calc			
Worksheets ❯	Format:			View	Print/Save as PDF
What If	Registration Checklist ▼				
Look Ahead					

The "**Legend**" explains the meaning of characters and symbols within the audit:

Legend

✅ Complete	⊟ Complete except for classes in-progress	* Course requires pre-requisite(s)	REG Currently registered course(s)
☐ Not Complete	⊟ Nearly complete	@ Any course number	

A Guide to Blackboard

When do I use Blackboard?

Blackboard is used to view course content, check grades, complete and submit assignments, and communicate with classmates and professors.

Log onto Blackboard

Step 1: In your browser, visit www.roosevelt.edu
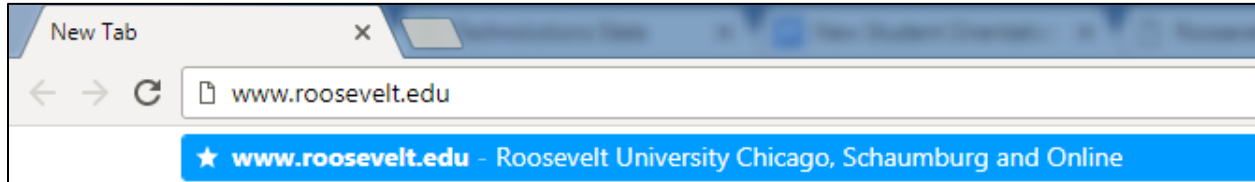
Step 2: Select "Current Students" and click on "Blackboard"
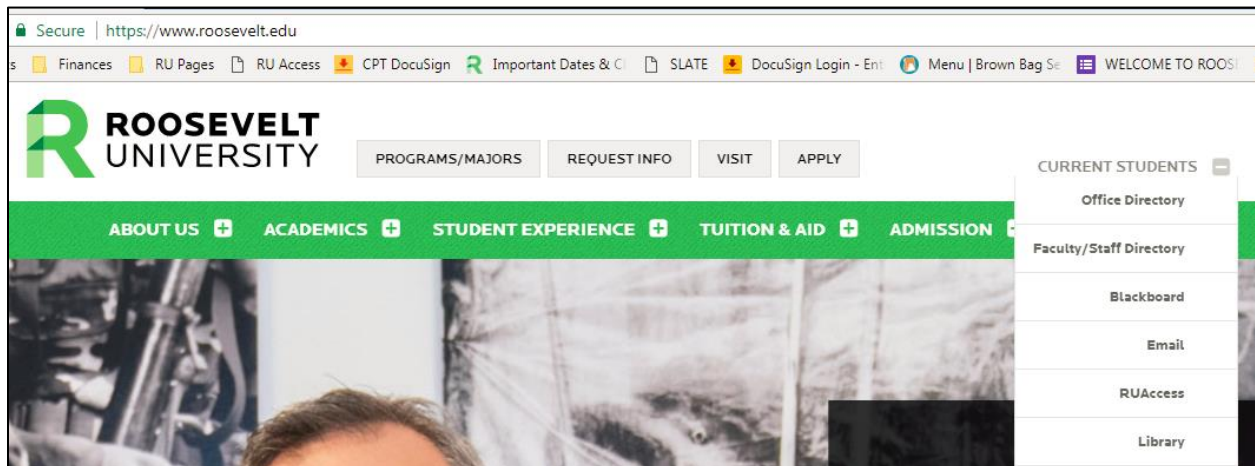
Step 3: Log onto Blackboard with your NetID and password.

Add an Avatar

Why would you want to add an avatar?

An avatar puts a face to the name. It is a good way to "introduce" yourself to the class. Your personal image appears in the page header, people tool, blogs, journals, discussions, wikis, roster, and within notification modules.

Step 1: Click RU Courses

Step 2: Under the Blackboard Tools Module, click on Personal Information.
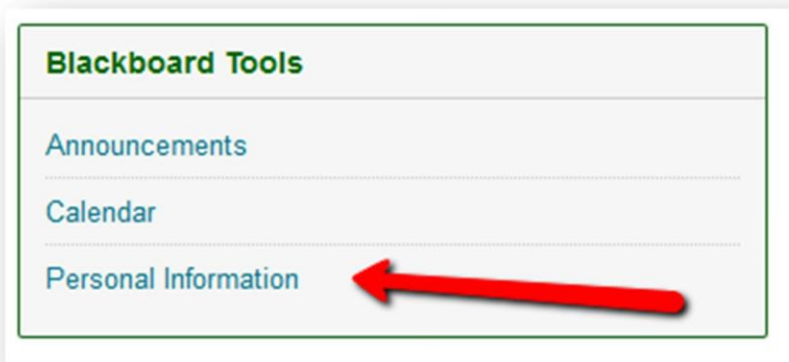
Step 3: Click Personalize my Settings.
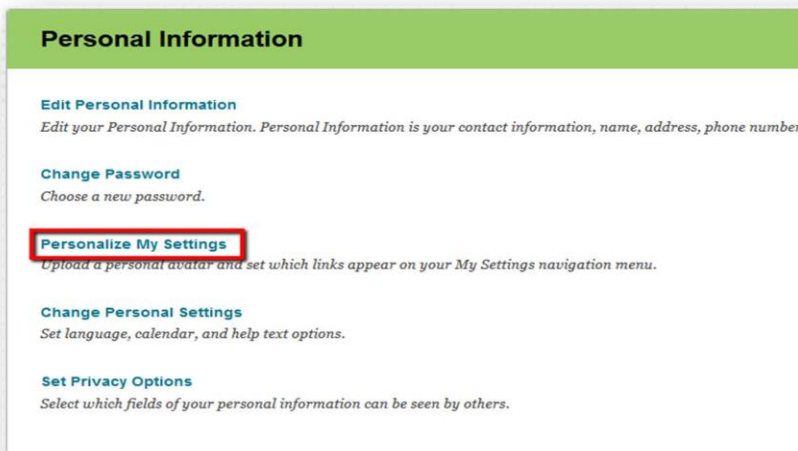
Step 4: Select option "Use custom avatar image" and click browse my computer to upload a picture/avatar
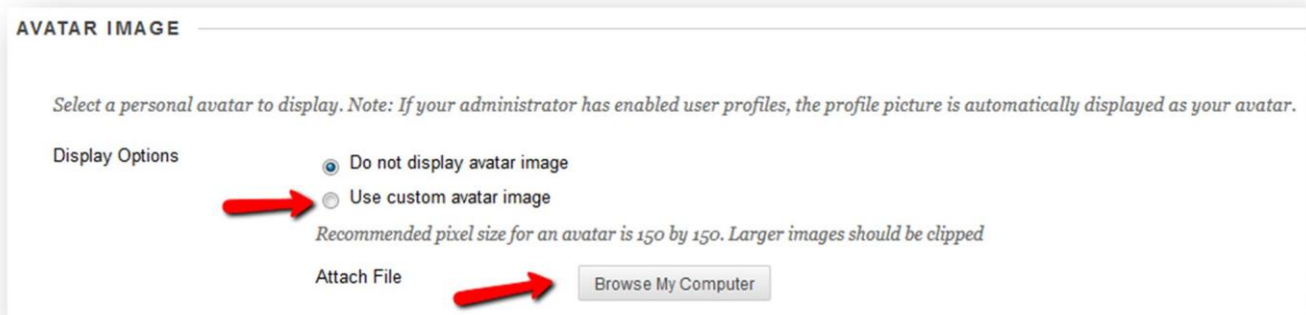
(Please Note: Avatar images should be no larger than 150 pixels by 150 pixels)

Step 5: Select avatar image file and click Open
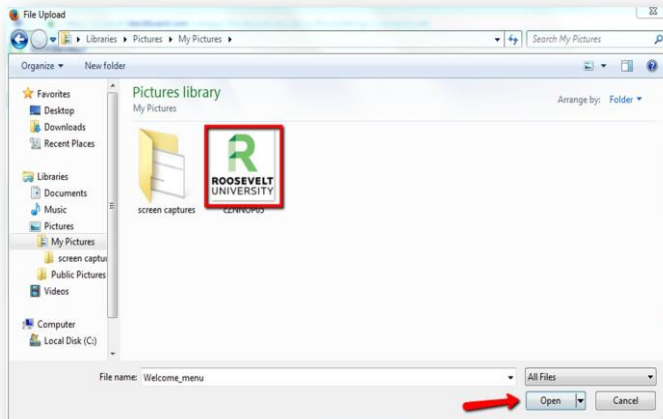
Step 6: Click Submit
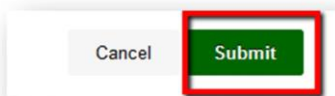
For more helpful Blackboard Tutorials, please visit:

https://www.roosevelt.edu/current-students/technology/blackboard-tutorials

Pay My Bill Overview

For up to date deadlines and more information, please visit:
https://www.roosevelt.edu/current-students/money-matters/pay-my-bill

What are my payment options?

FULL PAY

Under the full pay payment plan, students pay tuition and all applicable fees by the payment due date or upon registration, thereafter.

Pay Online:
Credit card [2.75% convenience fee will apply] or ACH [electronic check, no fee will apply]:
1. Log in to RU Access
2. Select Registration and Other Student Services
3. Select Tuition and Fees
4. Select Make a Payment
5. Select Connect to Bill + Payment System

Check or Money Order
In person (Wabash WB 1M19) or by mail. We only accept checks drawn on a U.S. bank and payable in U.S. funds. A $25 returned check fee will be applied to your account for any check payment that is returned unpaid to Roosevelt University.

Roosevelt University
Attn: Office of the Bursar WB 1M19
425 S. Wabash Ave
Chicago, Illinois 60605

Cash
Cash payments are accepted at the Chicago campus only (WB 1M19)

MONTHLY PAYMENT PLAN

Roosevelt offers a 5-month payment plan option where payments are distributed equally each month. Students wishing to enroll in a monthly payment plan may do so via the TouchNet Gateway on RU Access for $45.
1. Log in to RU Access
2. Select Registration and Other Student Services
3. Select Tuition and Fees
4. Select Make a Payment and Enroll in a Payment Plan
5. Select Connect to Bill + Payment System
6. Select Payment Plans from the top
7. Select Enroll Now and select the term to enroll in a payment plan
8. Review the details of your plan and click Continue

9.   Review your account charges and credits
10.   Click Display Schedule to review your monthly payments and due dates
11.   Select Continue, and proceed to choose your payment method

When do I need to pay my bill?

Students are required to pay all term charges by the due date for each term (or at the time of registration thereafter) unless they are enrolled in a payment plan.

TUITION DEADLINES		
Spring 2018 Tuition Due	**Summer 2018 Tuition Due**	**Fall 2018 Tuition Due**
Friday, December 15, 2017	Sunday, April 15, 2018	Tuesday, July 31, 2018

Should you have any questions regarding payment plan enrollment, please contact Financial Aid Services as fas@roosevelt.edu or 866-421-0935

Student Health Insurance

Please direct all insurance questions to Gallagher at 1-844-329-1394 or visit <u>Gallagher Student</u> to 'Live Chat' with a student health insurance specialist.

Student Health Insurance Provider - Gallagher Student Health providers with United Health Care as our student health insurance provider.

Fees - The student health insurance fee ($1,690) is charged to all students who are required to have health insurance.

The $1,690 insurance charge will appear on your account until you waive. Students must successfully complete the online waiver application to be successfully waived from this requirement. The waiver must be filled out before the advertised deadline. If you do not complete the waiver or you are not approved by the deadline, you will be automatically enrolled in the plan and will be responsible for the $1,690 payment of the Roosevelt insurance plan.

Required Students - Participation in the student health insurance plan is **required** for
- All students living in university housing at the Chicago Campus
- All College of Pharmacy students
- All currently enrolled F1 and J1 visa International students

Students required to participate in the student health insurance plan have two options: enroll in the Roosevelt student plan <u>or</u> waive the insurance because they have equivalent coverage. For all other students, student health insurance is voluntary and recommended.

Insurance for Voluntary Students – Students can obtain short-term health insurance (up to 11 months of coverage) from https://www.gallagherstudent.com/products/short-term-medical-insurance. These plans are not ACA compliant, but do offer an excellent temporary solution for students between plans, graduating students, or students waiting for the healthcare.gov open enrollment period.

Healthcare.gov – https://www.healthcare.gov

For students with low or no income, https://www.healthcare.gov continues to be an excellent option since the government will provide financial subsidies. <mark>Please check the website for open enrollment dates</mark>. Outside of these dates, students may obtain coverage if they have a <u>qualifying event</u>.

Waivers – Students required to participate in the student health insurance plan may waive the student health insurance plan if an alternate form of health insurance is already in place. You will need to have your current health insurance ID card ready to complete the waiver.

Directions to Complete the Online Waiver - Go to **Online Waiver**
(https://www.gallagherstudent.com/students/student-home.php?idField=1355)

1. Click on 'Student Waive/Enroll'
2. Log in. Your username is your Roosevelt University NetID. The first time you log in, your temporary password will be your student ID number. You will be required to change your password the first time you log in.
3. Complete the decision form:
   - If waiving coverage, have your current health insurance ID card ready as you will need this information in order to complete the waiver portion of the decision form.
   - You will be asked to review the information provided and click 'submit' to complete the process.
   - Immediately upon submitting your online form, you will receive a reference number. Please note and keep this information in your files.
   - If enrolling, please complete the requested information. Your ID card will be available online, 7-10 business days, after your eligibility has been confirmed.

All insurance questions should be directed to Gallagher at 1-844-329-1394 or visit Gallagher Student to 'Live Chat' with a student health insurance specialist.

Immunization FAQ

Q: Who is required to provide proof of immunization records?
A: Any student taking 6 credit hours or more and born on or after January 1, 1957 is required to show proof of immunizations.

Q: What immunization records are required for students?
A: The State of Illinois requires students to provide proof of receiving:
- 2 Measles shot -the first one given on or after the first birthday. Second shot must be given at least 30 days after the first or laboratory evidence of immunity.
- 1 Rubella shot-on or after first birthday or laboratory evidence of immunity.
- 1 Mumps shot- on or after first birthday or laboratory evidence of immunity.
- 2 shots TDAP (Tetanus/Diphtheria)-1of those shots has to be in the last 10 years

Q: What is an MMR?
A: MMR is a measles, mumps and rubella combination shot.

Q: Where and how can I get my immunization records?
A: Students can contact their Primary Care Provider, High School, Current/Previous College(s), or Military to obtain your immunization records.

Q: Where should I send my immunization records?
A: The completed immunization record should be returned to:

Roosevelt University
Admission Processing Center
1400 N. Roosevelt Blvd.
Schaumburg, IL 60173
admissionforms@roosevelt.edu

Q: I am faxing/emailing my immunization records. Do I still need to mail the original?
A: No, a legible faxed or emailed copy of your shot records and immunization form will be sufficient.

Q: I have attended another university in Illinois; am I still required to show proof of immunization?
A: Each university stores the immunization data differently and these systems are not linked together. The requirement states that each university must have a copy of every
Student's immunization record on file.

Q: What if I have a medical reason for not getting the vaccinations?
A: A medical exemption can be submitted by your physician and it must include the medical reason for the exemption, date and expiration. Do not send in originals

(a) MEDICAL CONTRAINDICATIONS

If vaccines are contraindicated for you, submit a signed and dated statement from a physician, stating the specific vaccine(s) that are contraindicated and the duration of the medical condition that

contraindicated the vaccine(s). If contraindications are temporary, you will need to comply as soon as your physician approves.

(b) PREGNANCY OR SUSPECTED PREGNANCY

A signed statement from a physician stating you are pregnant or pregnancy is suspected is required (give expected date of delivery). After delivery, you will need to comply with the provisions of this requirement as directed by your physician.

(c) RELIGIOUS EXEMPTIONS

If you object to immunizations on religious grounds, please submit a signed and dated letter stating the objections based on bona fide religious tenets or practices.

Q: How should my immunization record be signed by my healthcare provider? Who can serve as a health care provider?
A: The Code requires the name, signature, and telephone number of the health care provider. A health care provider can be a physician fully licensed to practice, the local health authority, a registered nurse employed by a school, college or university, or an Illinois Department of Public Health-recognized vaccine provider.

Q: How do I check if my immunizations have been received by Roosevelt University?
A: Currently students can email The Office of Admission to verify if immunization forms are received. Once the document is received, students should allow up to 7 days for their account to be updated.

Q: Can I get a copy of my immunization records from Roosevelt?
A: No, it is recommended that you make a copy of the record before submitting it. Documents submitted to the university cannot be returned to the student.

Q: If I was born before 1957, do I still need to fill out this form?
A: If you were born BEFORE 12/31/56 you do not need to fill out the immunization form.

Q: My mom has my immunizations in my baby book, is that acceptable proof that I have received them?
A: As long as the information is documented by a doctor, doctor's office or nurse, we can accept it as proof of immunization. (Do not mail originals)

Q: What happens if I do not turn in my immunization records?
A: Those who fail to comply with this state-mandated regulation may be unable to register for future terms.

Student ID, Ventra U-Pass, and Campus Building Access

Student Photo ID Information (Chicago Students)

Registrar's Office - WB 1M14
425 S. Michigan Ave
Chicago, IL 60605
Phone: (312) 341-3535

Hours: Mondays through Thursdays, 9am to 6pm and Fridays, 9am to 5pm

Student Photo ID Information (Schaumburg Students)

Please contact the First Stop office for details on how to obtain your student photo IDs:

First Stop - Room 125
1400 N. Roosevelt Blvd
Schaumburg, IL 60173
Phone: (847) 619-7933

Hours: Mondays through Thursdays, 9am to 6:30pm and Fridays, 9am to 5pm

Ventra U-Pass Information (Chicago Students)

If you are a Chicago student and registered full-time (at least 9 course credit hours), you will have your photo taken for your Ventra U-Pass and pick up a 7-day CTA pass.

Your student ID card and a copy of your bill or schedule (electronic is acceptable) will be required in order to verify full-time enrollment. The actual Ventra U-Pass will be available for pick-up in the Office of the Registrar located in WB 1M14.

U-Pass distribution dates and additional information are available on the following webpage:
https://www.roosevelt.edu/current-students/student-life/how-to-get-around

Campus Building Access

Students are required to display their Roosevelt photo identification card at all building entrances.

Visitors are required to obtain a temporary building guest pass from Campus Safety by presenting a form of government or state-issued photo identification, such as a driver's license or passport.

Parking Information

Chicago: Roosevelt University does not own a parking lot or parking structure at the Chicago campus. However, daily student and guests discounted rates are available at the locations suggested below.

Schaumburg: Visitor parking is available at no charge in the Roosevelt parking lots.

<u>Chicago Parking Suggestions</u>

Park One
434 S. Wabash Ave
Chicago, IL 60605

Parking validation from Roosevelt University can be provided from the security posts at either the Auditorium or Wabash entrances.

Park One parking rates are subject to change during special events, such as nearby hotel conferences. Daily discounted rates are not honored during these events. Contact Park One for up-to-date rates and more information: (312) 939-9898.

Rates

- 1 hour or less: $8.00
- 1 to 2 hours: $10.00
- 2 hours to midnight: $14.00
- Evening after 4pm: $8.00

Special early morning price available Monday to Friday, in by 9am and out by 7pm, for $14.00. Validation is required for the special pricing.

Monthly rate for daily parking, 4am to 9pm, is $175.00 per month. An application is required. A decal will be provided for each month paid.

Park One at Auditorium Parking Garage
525 S. Wabash Ave
Chicago, IL 60605

Parking validation from Roosevelt University can be provided from the security posts at either the Auditorium or Wabash entrances.

Park One parking rates are subject to change during special events, such as nearby hotel conferences. Daily discounted rates are not honored during these events. Contact Park One for up-to-date rates and more information: (312) 939-9898.

Rates

- 1 hour or less: $6.00
- 1 to 2 hours: $8.00
- 2 to 4 hours: $11.00
- 4 hours to midnight: $12.00
- Evening after 4pm: $8.00

Special early morning price available Monday to Friday, in by 9am and out by 7pm, for $12.00. No validation required for the special pricing.

Grant Park and Millennium Park Garages

Please visit www.millenniumgarages.com or call (312) 616-0600 for directions and rates.

Connecting to RU Wireless

What is RU Wireless?

The wireless network of Roosevelt is called RUWiFi (for staff and students) and RUGUEST (for official guests of the university). It features 100% wireless coverage for all campus locations.

Who can use RU Wireless?

The RU wireless network is intended for use by Roosevelt students, faculty, staff, and official guests only.

How do I access RU Wireless?

Ensure WiFi is enabled on your computer/mobile device. Look for the RUWiFi network. Select it and then enter the password: **GOGREEN!**

<u>For official guests:</u>

A Roosevelt employee must contact the Help Desk to request a temporary login and password credentials for official guests to access WiFi. Ensure WiFi I enabled on your computer/mobile device.

Information on Support

If you need assistance, please contact the Help Desk at (312) 341-4357 or ruhelpdesk@roosevelt.edu.
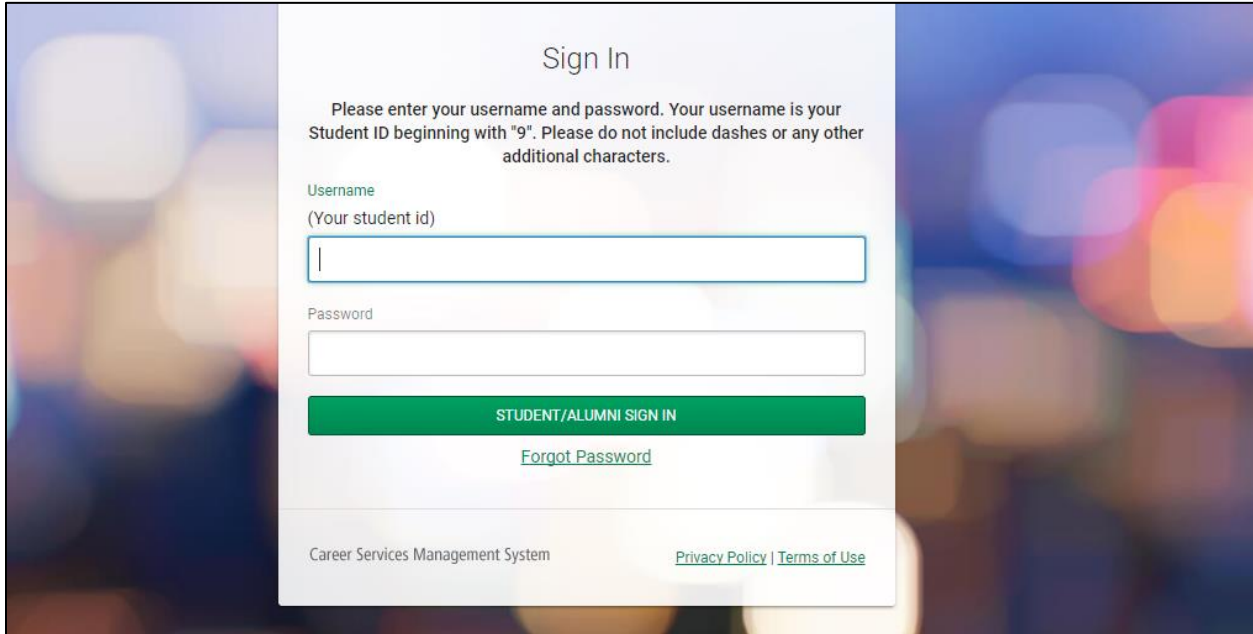
Career Central Overview

When do I use Career Central?

Career Central is Roosevelt's online job posting system, which can be used to explore jobs, access resume templates and other career related resources, as well as share your resume with our employer contacts in our resume banks.

Log onto Career Central

Step 1: Visit "Career Central" at https://roosevelt-csm.symplicity.com/students **and log in:**

Step 2: On the left side of your browser are the menu tabs:
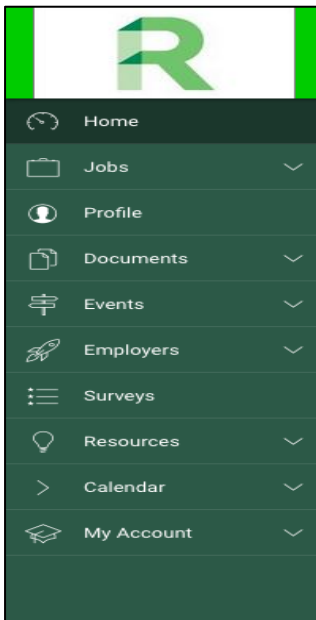
- These different tabs can help you search for specific jobs and employers.
- The Events tab also lets you know when Career Fairs are happening on the Schaumberg or Chicago campus.
- The Profile section allows you to upload your resume, a cover letter, your experience, a picture, and even the best ways for potential employers to contact you.

How to Print on Campus

In the library and several areas on campus, there are designated computer stations that you can use for printing. If printing from a personal computer you will need to visit https://greenprint.roosevelt.edu/user
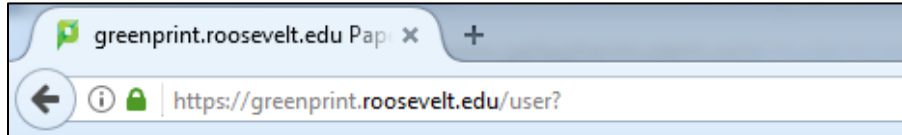
Step 1: Log in with your NetID and password
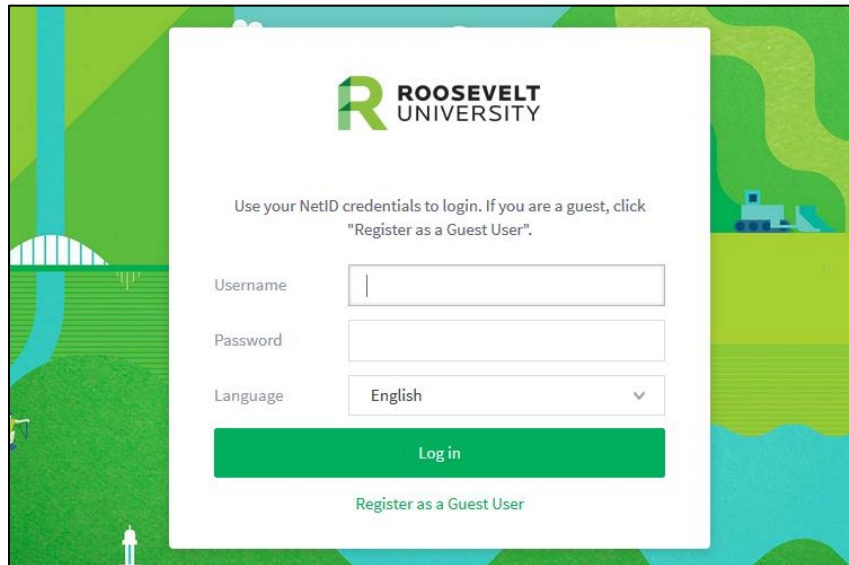
Step 2: Click "Web Print"
Step 3: Click "Submit a job"
Step 4: Choose a location
Step 5: Click "Upload a Document" and browse for the file you wish to print
Step 6: Confirm the selection

Next, visit the printer area. You will find a small screen with a credit card scanner. Select your print job and pay for printing here by following these instructions:

Step 1: Type in your NetID and password
Step 2: Select the jobs you want printed
Step 3: Swipe your credit/debit card, or there is a slot for coins on the right hand side if you prefer to do that.
Step 4: Click "print jobs" and it will start to authorize your card and print.

Note: If you choose to print from one of the computers in the lab, the computer will generate a PIN number. Instead of entering your NetID and password in Step 1, type in the computer generated PIN number.

Chicago Campus Resources

Registrar's Office Services: • Student ID • Ventra U-Pass • Course registration changes • Graduation services • Transcripts	425 S. Wabash Ave. Mezzanine - 1M14	(M-Th) 9am-6pm (F) 9am-5pm	(312) 341-3535	registrar@roosevelt.edu
Financial Aid Services Services: • Bursar • Financial aid	425 S. Wabash Ave. Mezzanine - 1M16	(M-Th) 9am-6pm (F) 9am-3pm	(866) 421-0935	fas@roosevelt.edu
Bookstore	425 S. Wabash Ave Lobby	(M-Th) 9am-6pm (F-Sa) 9am-4pm	(312) 341-3592	http://roosevelt.bncollege.com
Career Development Services: • On-campus employment • Career advising	425 S. Wabash Ave. Room 324		(312) 341-3560	career@roosevelt.edu
Counseling Center Services: • Free clinical services to actively enrolled students • Wellness Programs • Peer Advocate Program	430 S. Michigan Ave. Room 470	(M-Th) 9am-6pm (F) 9am-5pm	(312) 341-3548	None
Library (Auditorium Building) Services: • Learning Commons • Tutoring • Inter-library Loan • Alumni Services • Course Reserves • Workshops	430 S. Michigan Ave. 10th Floor	(M-Th) 7:30am-10pm (F) 7:30am-5pm (Sat-Sun) 11am-6pm	(312) 341-3643	refdt@roosevelt.edu

Schaumburg Campus Resources

Registrar's Office Services: • Student ID • Ventra U-Pass • Course registration changes • Graduation services • Transcripts	1400 N. Roosevelt Blvd. Room 125	(M-Th) 9am-6:30pm (F) 9am-5pm	(847) 619-7950/7951	registrar@roosevelt.edu
Financial Aid Services Services: • Bursar • Financial aid	425 S. Wabash Ave. Mezzanine - 1M16	(M-Th) 9am-6pm (F) 9am-3pm	(866) 421-0935	fas@roosevelt.edu
Bookstore	Online	(M-Th) 9am-6pm (F-Sa) 9am-4pm	(312) 341-3592	roosevelt.bncollege.com
Career Development Services: • On-campus employment • Career advising	1400 N. Roosevelt Blvd. Room 125		(312) 341-3560	career@roosevelt.edu
Counseling Center Services: • Free clinical services to actively enrolled students • Wellness Programs • Peer Advocate Program	1400 N. Roosevelt Blvd. Room 114	Wednesdays – appointment required	(312) 341-3548	None
Library Services: • Tutoring • Inter-library Loan • Alumni Services • Course Reserves • Workshops	1400 N. Roosevelt Blvd. Room 140	(M-Th) 9am-8pm (F-Sat) 9am-2pm	(847) 619-7980	refdt@roosevelt.edu

Mental Health Resources for Graduate Students

Roosevelt University Counseling Center

About the Roosevelt University Counseling Center

Seeking a college degree is a very exciting time full of opportunities and challenges. The Counseling Center is here to help students manage their emotional wellbeing when the stress and demands of life and school impact their path towards success. The Counseling Center staff provides a variety of services to help students understand their problems and themselves, achieve satisfying relationships, improve their academic performance, and make effective career and life choices.

Contact the Roosevelt University Counseling Center:

Chicago Campus	Schaumburg Campus
430 S. Michigan Avenue Room 470 (4th floor) Chicago, IL 60605 Phone: <u>312-341-3548</u> FAX: 312-341-3550	1400 N. Roosevelt Blvd Room 114 Schaumburg, IL 60173 Phone: <u>312-341-3548</u> FAX: 312-341-3550
Chicago Hours:	**Schaumburg Hours:**
Monday-Thursday 9:00am - 6:00pm Friday 9:00am - 5:00pm	Wednesdays By Appointment Only

The National Grad Crisis Line

Phone: 1.877.GRAD.HLP (1.877.472.3457)

Website: <u>http://gradresources.org/crisis/</u>

About The Program

The National Grad Crisis Line helps graduate students reach free, confidential telephone counseling, crisis intervention, suicide prevention, and information and referral services provided by specially-trained call-takers. Caring, professional staff and well-trained volunteers answer around the clock.

All counselors have completed training to understand the unique issues faced by graduate students. In addition to listening to and empathizing with a caller's concerns, counselors assess the caller's lethality risk, counsel, and offer various local support services and mental health resources for follow-up.

History

In 1998, Jason Altom, a 27-year old doctoral student from Harvard took his own life after the stresses of graduate school were seemingly too much. In response to Jason Altom's tragic story, Grad Resources set out to address the extreme points of despair many graduate students face, leading the organization to launch the National Grad Crisis Line in 1999 in addition to our online articles and services. Today, the Crisis Line receives hundreds of calls every month. Graduate student organizations promote the resource on campuses across the nation. Likewise, mental health offices and graduate student services continue to make their students aware of the Crisis Line to their student bodies.

Studying or doing research abroad?

You can now access the National Grad Crisis Line through Skype **(877-472-3457)**.

Your Confidentiality

Visit http://gradresources.org/confidentiality/ to read the confidentiality policy of the National Grad Crisis Line.

Graduate Housing Guide (Downtown Chicago Campus)

Downtown Chicago Campus Map
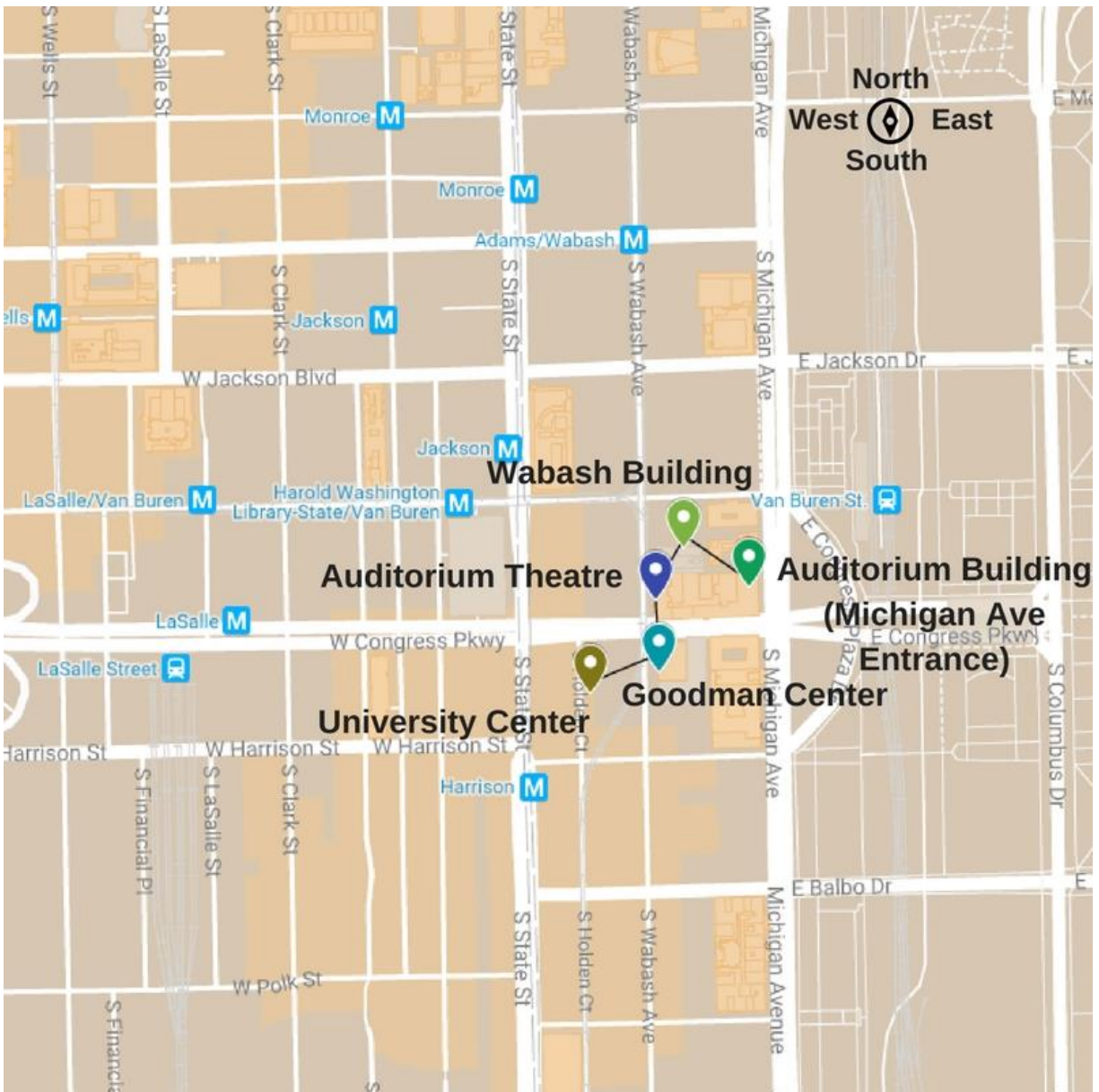
On Campus Housing Options

Many graduate students, especially those from out-of-state or from outside of the U.S., find it convenient to live downtown at or near the Roosevelt campus. There are two student residences available: The Wabash Building Residence (located directly on campus) and The University Center Residence (just down the street from the main campus).

The Wabash Building Residence (425 S. Wabash Ave, Chicago, IL 60605)
The Wabash Building Residence offers single, double, and triple rooms within a LEED Gold-Certified, safe, clean, and secure environment. All rooms are suite style, which means residents of a suite share a common living space and bathroom with shower.

The University Center Residence (525 S. State St, Chicago, IL 60605)
The University Center Residence offers apartment-style facilities with state-of-the-art amenities in a safe, clean, and secure environment. Various unit types are available, and the building houses students from neighboring universities.

For more information on either the Wabash Building Residence or the University Center Residence, please contact Roosevelt University's Office of Residence Life:

Roosevelt University Office of Residence Life
425 S. Wabash Ave., RM 1413, Chicago, IL 60605
Phone: (312) 341-2005
Email: reslife@roosevelt.edu
Website: https://www.roosevelt.edu/currentstudents/studentlife/residencelife

Off-Campus Living Options

Most commonly, graduate students elect to live off campus since public transportation in Chicago is very convenient. Listed below are helpful tips for finding a place to live on your own. Chicago's downtown region is a thriving metropolis, and our city's neighborhoods vary greatly and feature an assortment of environments. As a result, transplants to the Chicagoland area will likely find at least one area that suits their budget, comfort level, and interests while studying at RU.

Apartment Finder Tools
- Rental Websites/Apps
  - Apartments.com
  - Craigslist
  - Domu
  - HotPads
  - ForRent.com
  - Rent.com
  - Trulia
  - Zillow
  - Zumper
- Student Housing Web Pages
- Apartment Search Companies (payment usually required)

Commons Student Neighborhoods
- Andersonville
- Bronzeville
- Bucktown/Wicker Park
- Edgewater
- Evanston
- Hyde Park
- Lake View/Wrigleyville
- Lincoln Park
- Lincoln Square
- Logan Square
- Old Town
- Ravenswood
- Rodgers Park
- Roscoe Village
- South Loop
- Uptown
- Ukranian Village
- West Loop/West Town

Housing Rental Costs
The cost of housing rent varies depending on the neighborhood, building style, apartment size, and the number of roommates. Most students pay around $600-$1,200 per month, individually. Residence Hall Room rates change yearly and depend on the type of room reserved. To view current prices, visit www.roosevelt.edu/currentstudents/student-life/residence-life.

Included in graduate education is full membership to the campus fitness center. This offering is a unique bonus for students that is a rare find at the graduate level. Chicago locals know that most gym memberships in the region charge high prices.

Dining & Meal Plans
Various types of meal plans are available to all students living on or commuting to campus. To view hours, menus and more information, download the Roosevelt mobile app for Android or iOS and tap on "Dining Services." Dining meal plan packages are also available through the University Center based on defined number of meals per week. All students are welcome to pay with cash or credit card for meals at the McCormick Dining Center or to go off-campus to enjoy the wide range of restaurants downtown. Ultimately, it is in the diner's best interest to put money onto a dining meal plan if they choose to eat on campus, since the dining hall requires all non-meal plan members to pay sales tax.

Transportation

    CTA Ventra "U-Pass" Program
    Roosevelt University has contracted with the Chicago Transit Authority (CTA) to provide affordable public transportation to all degree-seeking, full-time students at the Chicago Campus through the CTA Ventra Pass "U-Pass" program. New and eligible students have their photo taken for their Ventra U-Pass. Continuing students pick up a new CTA Ventra pass prior to the start of the semester. The CTA Ventra U-Pass provides unlimited access to CTA trains and buses throughout the semester.

    Wabash Bike Room
    Roosevelt's Bike Room, which provides indoor bicycle parking and storage, is located in the Wabash Building first floor lobby at 425 S. Wabash Ave, Chicago, IL 60605. This amenity is free to all RU students, faculty, and staff. However, space is limited and capacity is 75 users. To register for the room, fill out the online form and read the "Bike Room Usage Policy". Once submitted, you must visit Physical Resources in Wabash B16 to pick up your bike sticker. Bike racks are also available outside the entrances of the Chicago campus buildings.

    DIVVY Bikes
    Roosevelt University offers discounted DIVVY bicycle memberships to the RU Community. DIVVY is a bike share program that began in Chicago through the Chicago Department of Transportation (CDOT). It makes bike riding in Chicago easy, fun and affordable.

    Car
    Roosevelt University does not own a parking lot or parking structure at the Chicago Campus. However, daily student and discounted guest rates are available at numerous locations listed on our website: https://www.roosevelt.edu/campuses/maps-directions