



State University of New York
College of Environmental Science and Forestry

Graduate Student Orientation Guidebook



Spring 2011

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Student ID and Building Access



Your student ID serves as personal identification and gives you access to campus resources and programs.

Pick up your ID card at 206 Steele Hall (SU Campus). If you previously uploaded a photo (option only available for fall semester start), your ID card should be ready for pick up during regular business hours.

If you have not uploaded a photo, you will need to have a picture taken at 206 Steele. Take your **personal identification**, such as a driver's license or a passport, along with your **SU ID number** (it will be printed on the registration packet that you will receive at orientation), to 206 Steele Hall to get your photo taken and to pick up your ID card. *Call 315-443-2721 with other ID related questions.*

Getting Key and Card Access to Buildings:

After becoming familiar with campus you should talk with your major professor and department secretary to determine what buildings and rooms you will need to access during your graduate studies. Typically, students gain key access to their office and swipe card access to their home building. You should obtain the proper access form from your department secretary, pay an access fee at the Cashiers Office in 102 Bray Hall, then take your payment receipt to the University Police office in 19 Bray where you will receive your key and your ID card will be programmed with swipe access. Depending on demand, keys and swipe access may take a few days and University Police appreciates your patience.

Registering for Classes

Before you can enroll in courses you will need to activate your NetID and set up your email account. To activate your NetID you will need your student number which can be found on your ID card or on the folder that will be given to you at orientation. Once you have your student number, go to the following address: <http://its.syr.edu/netid/> to activate your NetID.

After activating your NetID you can set up your email by going to:

<http://sumail.syr.edu/default.aspx>

Your NetID login name is always the portion of your email preceding “@syr.edu” although you can set different passwords for your Syracuse and ESF logins.

When this is complete, you should talk with your major professor about what courses you plan to take. Then you can enroll in those courses on: <https://myslice.syr.edu/>. Online registration requires your NetID login and is through Syracuse University. Be sure to complete all steps of the registration process.

Parking at ESF

Don't let this happen to you!



- During the Graduate Student Orientation, ESF students are allowed to park in the Standart lot for free.
- During the school year, a parking pass is required for the Standart lot. Passes typically coincide with GA appointments but can be purchased by any student through University Police.
- In order to obtain a parking pass to park on campus after hours or for the Standart lot pass, **you must register your vehicle with University Police in 19 Bray Hall.**
- You will need your *vehicle registration*, a valid *driver's license*, and your *student I.D.*

There is NO student parking on the ESF campus during working hours

However, students can park on campus for free during these hours:

Weekdays: 5:00pm – 2:00am

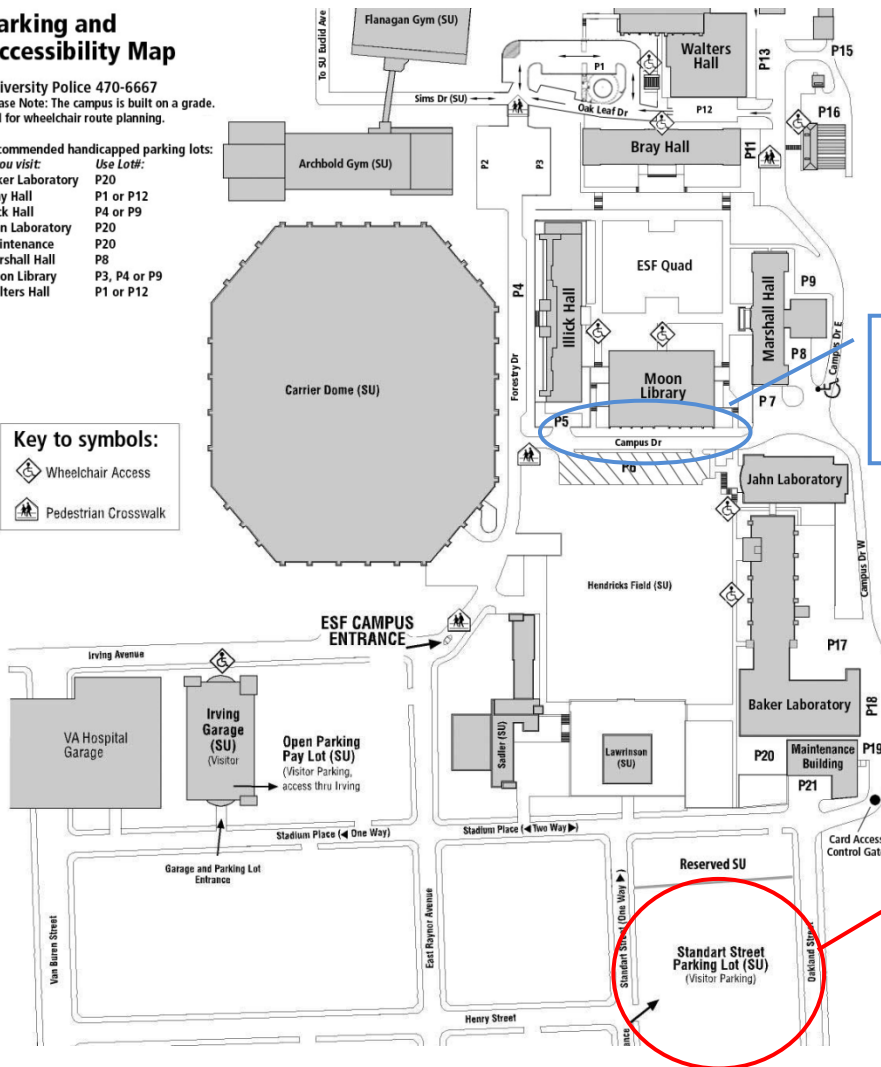
Parking and Accessibility Map

University Police 470-6667
Please Note: The campus is built on a grade.
Call for wheelchair route planning.

- Recommended handicapped parking lots:
If you visit: Use Lot#:
- Baker Laboratory P20
 - Bray Hall P1 or P12
 - Illick Hall P4 or P9
 - Jahn Laboratory P20
 - Maintenance P20
 - Marshall Hall P8
 - Moon Library P3, P4 or P9
 - Walters Hall P1 or P12

Key to symbols:

- Wheelchair Access
- Pedestrian Crosswalk



Please note that Campus Drive is closed for construction of the new Gateway building.

Questions about parking?
Call 315-443-4652.

<http://www.esf.edu/graduate/transportation.htm>

Park here!

Syracuse University

Health Services



111 Waverly Ave.
Syracuse, NY 13255
Phone: (315) 443-2666
Fax: (315) 443-9010

<http://students.syr.edu/health/>

Located on SU campus at 111 Waverly Avenue, Syracuse University Health Services (SUHS) specializes in college health and provides ambulatory healthcare for SU and SUNY-ESF students. The SUHS staff of physicians, nurse practitioners, nurses, and other health care professionals provides primary medical and women's health services. The SUHS pharmacy, laboratory, and x-ray services are licensed and competitively priced. Referrals to nearby acute care facilities or specialists are made as needed.

Hours of Operation

Health Services has extended full-service evening and weekend hours. Health Services is open:

Monday and Tuesday 8:30 a.m. to 7:00 p.m.

Wednesday, Thursday, & Friday 8:30 a.m. to 5:00 p.m.

Saturday 10:00 a.m. to 4:00 p.m.

Sunday closed

Health Insurance

Most students on a teaching assistantship (TA or GA) will be eligible for employee health insurance. However, research assistants (RA) should talk to their major professor to identify the appropriate insurance provider for their funding source.

Students should always carry their health insurance card with them when seeking care and should be familiar with their policy. Keep in mind, SUHS does not directly bill third party plans other than those sponsored by SU.

<http://www.esf.edu/accepted/health.htm>

<http://www.esf.edu/graduate/healthsafety.htm>

Health/immunization Requirements

All students are required to provide the following immunization information:

A completed [Health Form](#) with proof of immunity to measles, mumps, and rubella.

A completed [Response Form](#) related to meningococcal meningitis vaccine indicating that the student has received and reviewed related information, and that he or she has either been immunized within the preceding ten years or has opted not to obtain immunization against meningococcal disease.

A wide variety of vaccinations are available at SUHS including hepatitis A and B, measles-mumps-rubella, tetanus, polio, meningococcus, varicella and HPV (Gardasil).

Phone Numbers

SU Ambulance	711 or 443-4299
Appointments	443-9005
Gynecology	443-3585
Counseling Center	443-4715
Administration	443-9001
Allergy Clinic	443-9028
Insurance	443-2668
Laboratory	443-9029
Medical Records	443-2667
Medical Transport	443-4566
Nutrition	443-9002
Pharmacy	443-5691
R.A.P.E. Center	443-7273
X-Ray	443-9004

Getting Around



Centro is the provider of public transportation in Syracuse and throughout Onondaga, Cayuga and Oswego Counties. Centro operates a system of shuttle routes on campus under contract with Syracuse University. These are regular transit routes which Syracuse University and ESF students can board for free. Centro also operates an extensive system of bus routes connecting the Syracuse University campus to points throughout the area.

Schedules and maps of the main routes to and from the university can be found here:

<http://www.centro.org/Syracuse-University-Service.aspx>

Additional information about other bus services provided to SU can be found here:

http://parking.syr.edu/Parking/display.cfm?content_ID=%23%28%289!%0A#%28%289!%0A

Safety Escort Services:

Shuttle-U-Home

The Shuttle-U-Home service provides transportation from the Syracuse University campus to the University Hill homes of SU students, faculty and staff. To use the shuttle, riders must go to the Students for Community Safety (SCS) program, located in 19 Watson Hall, and sign up. Riders are also required to show their SU or ESF I.D.

The service operates daily during the school year from 8:00 p.m. to 3:30 a.m

Shuttle 44

Shuttle 44 is an additional free shuttle available to members of the University community. The shuttle runs from 11:00 p.m. to 3:00 a.m. on Sunday, Monday, and Tuesday, and from 10:00 p.m. to 6:00 a.m. on Wednesday through Saturday. To request a ride from Shuttle 44, call the Department of Public Safety at 443-SAFE (7233). Unlike Shuttle-U-Home, you do not have to sign up at Watson Hall, you can simply call 443-SAFE, and the shuttle will be dispatched to your location.

More information on Safety Escorts can be found here:

http://publicsafety.syr.edu/PublicSafety/display.cfm?content_ID=%23%28%281%2C%0A



University Police Department

Location: 19 Bray Hall Phone: (315) 470-6666

The University Police Department is responsible for providing the ESF college community with a safe and healthful environment in which to work, live and learn. The duties of the University Police include foot and mobile patrol, law enforcement, criminal investigations, medical emergency coordination, community relations, traffic and parking services and crime prevention. University Police Officers function as the college's Police and have the same powers as any other police officer.

The University Police Department is dedicated to providing the highest degree of protection possible to you and your possessions during your career at ESF, but to do that, we need your help. We encourage all members of the campus community to get involved in their own safety and to feel free to contact us whenever they become aware of a situation that falls within our charter.

Services Provided by the ESF University Police

<p>Emergency Response All Officers are trained in CPR, emergency First Aid, and initial Hazardous Materials Response. We provide initial response and coordination for all on campus emergencies. There are a number of 24-hour help phones around campus. These are directly linked to University Police.</p>	<p>Bike Registration The city of Syracuse requires the registration of bicycles within city limits. Again, this registration is free and requires only that you bring in the bike serial number (located on the frame) and a description of the bicycle. Bicycles are valuable and easily stolen. If the bicycle is registered and then stolen, the chances of recovery are greatly improved. To register your bike, go to the SU Public Safety office, 5 Sims Hall, SU Campus.</p>
<p>Engraving of Valuables University Police has an engraving tool students and staff can sign out to mark their valuables.</p>	<p>Personal Protection Devices Crime & Rape Prevention Officer Available</p>
<p>Motorist Assistance Depending upon the vehicle and officer workload, we can offer jump starts, some unlocks, and other assistances.</p>	<p>Issue and Control of Keys and Access Cards We order and maintain key records. For the card access readers, we input your ID card into the system.</p>
<p>Overnight Parking Registration If you must leave a vehicle on campus overnight because of a field trip, mechanical failure or other unusual circumstance, you must contact us and register your vehicle in our Overnight Vehicle Logbook. We will direct you where to park or provide you with other information. Cars left overnight on campus without University Police Department permission are subject to ticketing and towing.</p>	<p>Car Registration Students and staff who bring vehicles onto the SUNY-ESF campus must register the vehicles with the University Police Department. Registration is free, but you must bring a valid driver's license, your vehicle registration and your student I.D. Vehicle registration is <i>not</i> the same as a purchased parking pass.</p>

Off-Campus Living



At SUNY-ESF we believe that our community extends beyond the bounds of our campus. Many ESF students live in the university neighborhood and it is our hope that they are known to be respectful and involved community members.

MAKE NEW FRIENDS...

Remember, you are joining an established neighborhood. Residents have lived in this area for many years and they are active in maintaining their neighborhood. Please realize that permanent, non-university residents may have different lifestyles than students – be engaged but respectful.

Introduce yourself to your neighbors, find out about the “hot topics” and help to dispel any negative thoughts about student tenants!



Check out the Graduate Student Association (GSA) website for listings of apartments and Other great information:

<http://esfgsa.webs.com/apps/forums/>

STUFF TO KNOW...

As a member of your neighborhood you are responsible for keeping it a safe, clean and peaceful environment. In addition, you are responsible for following the ordinances of the City of Syracuse.

Barbecues: Open-flame devices are prohibited on premises and overhangs. Grills must be used 12 feet from a building.

Noise: We realize you are college students living in a college town, however the City of Syracuse has a noise ordinance that prohibits excessive or unnecessary noise that can be heard across property lines.

Parking: It is important to park legally on the streets to ensure safety and to allow public services to occur. Follow posted signs, and know that odd-even parking starts at 6:00 pm. Parking regulations are enforced by the Syracuse Police Department, not by ESF.

Open Containers: If you are of legal age, you may consume alcoholic beverages only on your property. Carrying open containers of alcoholic beverages, including those in brown bags, is prohibited on streets and sidewalks.

Snow: Fines may be assessed if you neglect to shovel your sidewalks. It is YOUR responsibility to make sure others are able to safely walk on your sidewalk in the winter months, so please check with your landlord to see who should be doing the shoveling.

Waste: Know the schedule for your street. You must put garbage and recyclable materials in the containers provided to you and put them out after 8pm on the night before pick up.

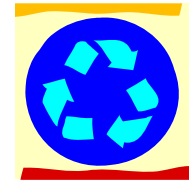
Being Green at ESF !!



It is common for students at ESF to be environmentally conscience and live a low impact lifestyle. ESF strives to make sure the needs of students are met in a convenient and sustainable manner. There are a variety of ways which this is accomplished:

Recycling

Every building will have receptacles for recycling. There are designated bins for all paper and cardboard products and for plastics and aluminum. Large cardboard boxes (such as pizza), can be placed neatly next to the bins. For recycling electronics there is a cardboard bin located in the entrance to Moon Library where all portable electronics can be placed (include chargers, attachments, and instructions if possible). Household batteries have specially labeled 5-gallon buckets around campus, including the entrance to Moon.



Composting

Recently the student organization, Green Campus Initiative, began collecting food waste for composting on campus. There are 5 green bins on campus, located in:



- Baker*: 3rd floor, outside of computer labs near vending machines
- Bray*: basement lobby near vending machines
- Illick*: 2nd floor, inside graduate student lounge
- Marshall*: inside cafeteria
- Moon*: basement near the vending machines

Biking

Neither snow, nor rain, nor heat, nor gloom of night, nor windy days can keep the passionate bikers of ESF from riding their bikes to school. Literally, students bike to school every month of the year and for those who live close to campus, biking is the quickest way to get to school. You avoid the hassles of driving and can park your bike right in front of your building. Bike racks can be found near every campus building. Please bring your own locking mechanism to secure your bike.



Bring your own mug

There are many events on campus that have free food and drinks. In particular, the GSA will throw a TGIF-party once a month located in either Nifkin Lounge or the Inn Complete on SU's South Campus. You are often expected to bring your own mug and/or plate/utensils if you want a beverage or food. This is all part of our effort to reduce the amount of trash generated by ESF.



Lights out

Feel free to turn off any lights on campus that are not in use, it helps save money and the environment!

Syracuse Attractions



Festivals:

NY State Fair: late August - September 2011
Lafayette Apple Festival: October 2011
Irish Festival: Clinton Square, September 2011
CNY Maple Festival: Marathon, NY, early April FREE!
Cortland PumpkinFest: October 2011
La Festa Italiana: September 2011

Parks:

Barry Park: Broad Street
 Chittenango Falls State Park
 Clark Reservation State Park
 Erie Canal Tow Path—Dewitt
 Green Lakes State Park
 Highland Forest County Park
 Onondaga Lake Park
 Pratts Falls County Park
 Thornden Park: Ostrom Ave

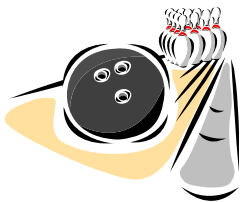
Theaters:

Westcott Cinema on Westcott Street: Independent Films/Concerts
Landmark Theater on Salina Street: Concerts
The Redhouse on S. West Street: Plays, musicals, films, art exhibitions, etc.
Syracuse Opera House on Montgomery Street
Syracuse Stage



Other Activities:

AAA Paintball Park
 Fairmount Glen Miniature Golf Course
 Salt Museum on Onondaga Lake Parkway
 Solvay Recreation Alleys
 Drumlins Country Club- Student Discounts



Eateries in Walking Distance of ESF:

Acropolis Pizza House:	(315) 472-4876
Aladdin's Natural Eatery:	(315) 471-4000
AppeThaizing:	(315) 295-2200
Bruegger's Bagel Bakery:	(315) 478-1477
Cosmo Pizza & Grill:	(315) 446-6766
Darwin's Restaurant & Bar:	(315) 472-1901
Faegan's Café & Pub:	(315) 472-4721
King David's Restaurant:	(315) 471-5000
Panda West Restaurant:	(315) 474-7777
Varsity Pizza:	(315) 478-1235

Syracuse Area Restaurants and Diners:

Pastabilities: Homemade pasta, seasonal dishes
Ponchintos Taqueria: Best burrito in town
Danzers: Syracuse's German Restaurant
Dinosaur BBQ: Voted top 10 BBQ in the country
Stella's Diner: Great diner food at great prices
Strong Hearts Café: Full menu of vegan items including amazing milkshakes and pizza

