

2020-2021

# INFORMATION GUIDE for NEW STUDENTS

Welcome



## WHAT'S INSIDE:

- Student Support
- Welcome Back Schedule
- Resident Student Arrival Guide
- Important Information, Tools & Events

DAEMEN

# TABLE OF CONTENTS:



Important Information .....	2
First-Year Student Orientation .....	5
Academic Calendar .....	9
Resident Student Move-In Information .....	12
What to Bring .....	13
Welcome to the Residential Community .....	14
Key Pick Up Information .....	15
Housing FAQs.....	16
Things to Know .....	17
Mail Services .....	18
Bookstore .....	18
Daemen Connect App.....	19
Office of Information Technology .....	20
Understanding Your Course Schedule .....	21
Everfi Course Requirement.....	22
Wildcat Reach Out .....	23-24
Wildcat Welcome .....	25
Financial Aid Information .....	26
Daemen Library .....	26
Federal Work Study - Student Employee .....	27
Wildcat Wellness .....	27
Counseling Services .....	28
College Credit Transcripts .....	28
Career Services .....	29
4+1=3 Degrees .....	29
Student Publications .....	30
Research & Information Commons .....	30
Lakeshore Savings Bank and Daemen College.....	31
Notes .....	32-34
Campus Map .....	Back Cover

## ACADEMIC ACCOMMODATIONS

Students requiring special academic accommodations should contact Disability Services at (716) 839-8228.

## ACADEMIC CALENDAR

The academic calendar is available online at [daemen.edu/calendar](http://daemen.edu/calendar). A quick overview can be seen on page 9.

## BLACKBOARD

Blackboard Learn is a web-based course management software system used to support teaching and learning either in the classroom, a hybrid environment, or exclusively online class. Blackboard is used for course materials, class discussions, individual or group assignments, student grade feedback, and overall class collaboration on important course topics. For Blackboard information and support go to [www.daemen.edu/BBstudentsupport](http://www.daemen.edu/BBstudentsupport)

## BOOKSTORE

The Bookstore will have extended hours during Welcome Back Week:

September 5	10:00 a.m. – 3:00 p.m.	September 8 -September 10	8:30 a.m. – 7:00 p.m.
September 6	11:00 a.m. – 3:00 p.m.	September 11	8:30 a.m. – 4:30 p.m.
September 7	closed for the holiday		

## ONLINE ORDER PICK UP:

Please note that during the first week of classes online orders are available for pick up at the following dates and times only:

September 8	4:30 - 7:00 pm Duns Scotus Room 1	September 11	3:00 - 5:00 pm Duns Scotus Room 1
September 9	4:30 - 7:00 pm Duns Scotus Room 1	September 14	4:30 - 7:00 pm Duns Scotus Room 1
September 10	4:30 - 7:00 pm Duns Scotus Room 1		

For all other dates, online orders may be picked up during normal business hours in the Bookstore.

See page 19 for Bookstore information and coupon.

## CAMPUS SAFETY

Daemen College Campus Safety is committed to providing the campus with a safe, secure and friendly environment. The Department of Campus Safety is staffed 24 hours a day, 365 days a year, by trained professionals employed to serve the campus community. We strive to improve daily life around campus through continual training, upgrades and services. We remain totally committed to crime prevention and to ensuring the safety of all of our students, faculty and staff. The Campus Safety desk is located in the Wick Center and may be contacted at 716-839-SAFE (7233).

## COMPUTER ACCOUNTS

New students who have already registered for classes can activate their computer account by going to <https://my.daemen.edu/newaccount>.

## COMPUTER NETWORK ASSISTANCE & MICROSOFT OFFICE INSTALLATION

The Daemen College S.M.A.R.T. Squad Help Desk is here to help all students with technology. The S.M.A.R.T. Squad is a student staffed help desk trained and mentored by the Office of Information Technology to diagnose and remedy problems for personally owned student, faculty, and staff computers. Smartsquad may be reached at (716) 566-7865 or [smart.squad@daemen.edu](mailto:smart.squad@daemen.edu).

Beginning September 8 Smartsquad will resume normal working hours as listed below:

Regular Hours of Operation during fall and spring semesters

Sunday and Saturday: 10am – 8pm      Monday - Thursday: 8am – 11pm      Friday: 8am – 8pm

**Resident Students:** Information sheets including instructions, FAQ and special move-in office hours will be posted in the residence halls.

## COURSE SCHEDULES, REGISTRATION & CHANGES

First-year students who have registered for orientation have been registered their fall courses and may access their course schedule at the MyDaemen portal under Self-Service. Students who have questions or need to make a change to their fall class schedule should contact academic advisement at 716-839-8228. The office is open Monday through Friday from 8:30 a.m. – 4:30 p.m. Please note that offices are closed Monday, September 7, 2020.

Transfer Students will register for courses during the Transfer Student Orientation & Registration Days on August 5 or August 20. For more information or to make a reservation for one of the sessions contact the Transfer Admissions team at 716-839-8225 or at [admissions@daemen.edu](mailto:admissions@daemen.edu). The office is open Monday through Friday from 8:30 a.m. – 4:30 p.m. Please note that offices are closed Monday, September 7, 2020.

*Professors or classrooms may change. Be sure to view and print out your schedule at [mydaemen.edu](http://mydaemen.edu).*

## DINING SERVICES

The Office of Dining Services (located in the Wick Center, Dining Hall) will be open daily from 8:30 am – 7:00 pm to assist students who have questions about meals or who wish to purchase DC Bucks and/or the Eco-Go set. You may also purchase DC Bucks or order food from all three of the dining locations online at [daemen.edu/food](http://daemen.edu/food).

## HEALTH SERVICES

*Please review the Daemen Student Opening Guide ([daemen.edu/COVID19student](http://daemen.edu/COVID19student)) for additional requirements due to the COVID19 pandemic.*

### HEALTH RECORDS

As required by New York State Public Health Law, students born on or after January 1, 1957 and taking 6 or more credits must submit proof of immunization for Measles, Mumps & Rubella (vaccinations or titers). Furthermore, all students taking 6 or more credits must submit proof of immunization for Meningococcal disease (completed vaccination or vaccination series within the past 5 years or a signed waiver declining the vaccination). Please note: Students will not be permitted to attend classes, receive keys to the residence halls OR practice/play a sport until they are health compliant. For more information visit [daemen.edu/healthrequirements](http://daemen.edu/healthrequirements).

### HEALTH INSURANCE

Daemen College requires all students taking 6 or more credits that meet at least one of the following criteria to submit proof of insurance coverage or enroll in the Daemen student health insurance plan (details below) at [haylor.com/daemen](http://haylor.com/daemen). For more information visit [daemen.edu/insurance](http://daemen.edu/insurance).

- Students living in residential housing
- Students participating in the clinical portion of a Health Science program (AT, NUR, PA & PT)
- Students participating in an intercollegiate sport
- Students who have international student status

**Please note:** failure to submit proof of insurance or enroll in the Daemen insurance plan, will result in automatic enrollment of the Daemen College Student Health Insurance Plan. Students will not be given keys to move into the residence halls or be approved to practice or play their sport.

## Student Health Insurance Plan

Students taking 6 or more credits are eligible to enroll in the student health insurance plan. This UnitedHealthcare plan offers affordable, comprehensive insurance benefits with low prescription costs, telehealth & telecounseling services. Eligible students who do enroll may also insure their dependents.

Fall enrollment deadline: September 30, 2020.

For more information on coverage, benefits and rates, visit [haylor.com/daemen](http://haylor.com/daemen) or [daemen.edu/insurance](http://daemen.edu/insurance).

The Health Services team is available to answer your questions Monday-Friday, 8:30 a.m. to 4:30 p.m. via email: [health@daemen.edu](mailto:health@daemen.edu) or phone: 716-839-7380.

## ID CARDS

ID Cards can be issued at any time at the Wick Center Campus Safety Desk.

## MAILROOM

The Mail Room is located in Duns Scotus Room 9 and is open Monday through Friday from 8:00 a.m.-4:30 p.m. Resident Students may pick their mailroom keys during normal business hours with a Daemen I.D.

## PARKING PASSES

Once students have set up their computer accounts (see page 2) they may apply for their parking pass online at [daemen.edu/parking](http://daemen.edu/parking). The annual fee for parking permits is \$35. Students who have been notified that their parking passes are ready may pick them up during normal business hours from 8:30am-4:30pm Monday – Friday. Please note that offices are closed Monday, September 7, 2020.

Residential students who reside in Canavan Hall who wish to bring a car may do so, but will not be eligible to park on campus proper and any adjacent streets. After registering their vehicle, and paying the \$15 fee, these students will receive a special permit to park their car at Collegiate Village located at 391 Eggert Road. Students will be able to access their vehicle via the campus shuttle.

## SHUTTLE SCHEDULE TO OFF-CAMPUS HOUSING & LOCAL SHOPPING

Daemen College has arranged for a shuttle to transport students to Daemen’s off-campus housing and local shopping. You may view the schedule at [daemen.edu/transportation](http://daemen.edu/transportation) (click on Fall 2020 Shuttle Schedule).

## SOCIAL MEDIA

Want to know what is happening on campus? Follow @DaemenLife on Facebook, Instagram and Twitter!

## STUDENT ACCOUNTS

Be sure to settle your bill. Student Accounts has paperless billing and payments may be made online through self-service in [mydaemen.edu](http://mydaemen.edu).

## TRANSFER CREDIT UPDATES AND Q&A

If you are requesting an update to your transfer evaluation due to courses taken over the summer, please bring your grade report or transcripts with you to the Registrar’s office in Duns Scotus, Room 123. The office is open Monday through Friday from 8:30 a.m. – 4:30 p.m. Please note that offices are closed Monday, September 7, 2020.

# FIRST-YEAR STUDENT ORIENTATION


*Orientation is a very important program focused on assisting students in having a successful transition to college.*

Any session with a  indicates a required session for all first-year students.

Be sure to download the Daemen Connect smartphone app (page 19) to check-in at each orientation event.


## Friday, September 4, 2020

10:00 a.m. - 11:15 p.m.  **First-Year Student Orientation: Group Meetings**  
See page 8 for your group meeting location.

11:30 a.m. - 12:30 p.m.  **Wildcat Groups 1-7 go to lunch with your Orientation Group**  
Your OL will tell you your lunch location.

 **Campus Culture & Climate Session**

Wildcat 8: Schenck 107  
Wildcat 9: Schenck 202  
Wildcat 10: Duns Scotus Room 236  
Wildcat 11: Duns Scotus Room 336  
Wildcat 12: Business 101  
Wildcat 13: Wick 113/115  
Wildcat 14: Wick Alumni Lounge  
Wildcat 15: Duns Scotus 26

12:30 p.m. - 1:30 p.m.  **Wildcat Groups 8-15 go to lunch with your Orientation Group**  
Your OL will tell you your lunch location.

 **Campus Culture & Climate Session**

Wildcat 1: Schenck 107  
Wildcat 2: Schenck 202  
Wildcat 3: Duns Scotus Room 236  
Wildcat 4: Duns Scotus Room 336  
Wildcat 5: Business 101  
Wildcat 6: Wick 113/115  
Wildcat 7: Duns Scotus 26

1:45 p.m. - 2:30 p.m.  **Academic Department Meetings**  
See page 8 for your department meeting location.

2:45 p.m. – 3:30 p.m.



### Meet Your Learning Community

Please view your course schedule to determine which learning community session you should attend. Your schedule can be found on the MyDaemen portal in Self-Service. See image below to determine your Learning Community number

- LC 13                      Duns Scotus 26
- LC 04                      Duns Scotus 34
- LC 06                      Duns Scotus 236
- LC 01                      Duns Scotus 240
- LC 08                      Duns Scotus 336
- LC 05                      Research & Information Commons 120
- LC 07                      Business Building 101
- LC 16                      Business Building 102
- LC 09                      Schenck Hall 107
- LC 10                      Schenck Hall 202
- LC 11                      Wick Center Alumni Lounge
- LC 15                      Wick Center 113/115
- LC 19                      Wick Center Social Room - North
- LC 21                      Wick Center Social Room - South
- LC 12 & LC 14          Lumsden Gymnasium

	Sun	Mon	Tue	Wed
8am				
9am		IND-101-LC05		IND-101-LC05
10am			SOC -201-03	
11am				
12pm				
1pm				
2pm				
3pm		CMP-101-03	ART -101-LC05	CMP-101-03

3:45 p.m. – 4:30 p.m.



### First-Year Student Orientation: Group Meetings

See page 8 for your group meeting location.

## Saturday, September 5, 2020

1:00 p.m. – 1:30 p.m.

#### Choice of Information Sessions:

Please note that there is limited capacity in each room. If your session is full please go to another session. All sessions are presented 4 times.

#### Counseling, Wellness: Wick 113/115

Learn about Health and wellness opportunities on campus including free mental health counselling.

#### Athletics & Fitness: Lumsden Gymnasium

Athletics will discuss fun activities, attending NCAA sports home games, using the work out facilities and health & wellness classes for students.

#### Career Services & Goal Setting: Alumni Lounge

Start early on determining your future. Learn how to set goals, achieve them and enhance your resume.

#### Information Technology Tips: Wick Social Room

Learn about using your Blackboard account, Zoom/Google Meet and ask any questions you may have about technology at Daemen.

**Understanding Self-Service:** Duns Scotus 336

The Registrar's office is available to help you understand how to use Self-Service to register for classes and view your academic plan.

**Student Success Center:** Research & Information Commons Room 120

This session will provide students with information about academic advisement, academic coaching, and disability services.

**Student Activities:** Schenck Hall Room 107

There is a lot of fun and learning that goes on outside of the classroom. Meet the Student Activities team and find out about ways to get involved on campus.

**Commuter Student Panel:** Schenck Hall Room 202

Hear from current commuter students on how to get involved and get the most out of college while commuting from home.

**Work Study Jobs on Campus:** Duns Scotus 26

Where you awarded work study on your financial aid package? Find out how to apply for an on-campus job and work on campus.

**Service Learning Q&A:** Duns Scotus 236

Service Learning is a form of experiential learning that engages students in service activities which address human and community needs. It is a requirement for most students. Get information on signing up for your placements.

1:45 p.m. – 2:15 p.m.

**Choice of Information Sessions:** (see descriptions from 1:00pm)

**Counseling, Wellness:** Wick 113/115

**Athletics & Fitness:** Lumsden Gymnasium

**Career Services & Goal Setting:** Alumni Lounge

**Information Technology Tips:** Wick Social Room

**Understanding Self-Service:** Duns Scotus 336

**Student Success Center:** Research & Information Commons Room 120

**Student Activities:** Schenck Hall Room 107

**Commuter Student Panel:** Schenck Hall Room 202

**Work Study Jobs on Campus:** Duns Scotus 34

**Service Learning Q&A:** Duns Scotus 236

2:30 p.m. – 3:00 p.m.

**Choice of Information Sessions:** (see descriptions from 1:00pm)

**Counseling, Wellness:** Wick 113/115

**Athletics & Fitness:** Lumsden Gymnasium

**Career Services & Goal Setting:** Alumni Lounge

**Information Technology Tips:** Wick Social Room

**Understanding Self-Service:** Duns Scotus 336

**Student Success Center:** Research & Information Commons Room 120

**Student Activities:** Schenck Hall Room 107

**Commuter Student Panel:** Schenck Hall Room 202



**Work Study Jobs on Campus:** Duns Scotus 34

**Service Learning Q&A:** Duns Scotus 236

3:15 p.m. – 3:45 p.m.

**Choice of Information Sessions:** (see descriptions from 1:00pm)

**Counseling, Wellness:** Wick 113/115

**Athletics & Fitness:** Lumsden Gymnasium

**Career Services & Goal Setting:** Alumni Lounge

**Information Technology Tips:** Wick Social Room

**Understanding Self-Service:** Duns Scotus 336

**Student Success Center:** Research & Information Commons Room 120

**Student Activities:** Schenck Hall Room 107

**Commuter Student Panel:** Schenck Hall Room 202

**Work Study Jobs on Campus:** Duns Scotus 34

**Service Learning Q&A:** Duns Scotus 236

4:00 p.m.

**Trustee Scholars Reception:** Rosary Hall

**Honors Student Meeting:** Wick Center, Alumni Lounge

### **First-Year Student Orientation: Group Meeting Locations**

Wildcat 1:	Lumsden Gymnasium East
Wildcat 2:	Lumsden Gymnasium West
Wildcat 3:	Duns Scotus 34
Wildcat 4:	Alumni Lounge
Wildcat 5:	Wick 113/115
Wildcat 6:	Duns Scotus Room 26
Wildcat 7:	Research & Information Commons Room 101
Wildcat 8:	Schenck 107
Wildcat 9:	Schenck 202
Wildcat 10:	Duns Scotus Room 236
Wildcat 11:	Duns Scotus Room 336
Wildcat 12:	Business 101
Wildcat 13:	Wick Social Room South
Wildcat 14:	Wick Social Room North
Wildcat 15:	Rosary Hall

### **Academic Department Meetings**

Athletic Training	Duns Scotus 252
Business Administration & Accounting	Business Building 101
Education	Research & Information Commons 101
English	Duns Scotus 11
Global and Local Sustainability	Duns Scotus 218
Health Promotion	Duns Scotus 221
History and Political	Business Building 103
Mathematics	Duns Scotus 248
Modern Languages	Duns Scotus 214
Natural Sciences	Wick Center Alumni Lounge
Nursing	Schenck Hall 202
Paralegal Studies	Business Building 101
Physical Therapy	Schenck Hall 107
Physician Assistant	Wick Center Social Room
Psychological Sciences	Business Building 102
Religious Studies	Duns Scotus 256
Social Work	Business Building 104
Undeclared	Research & Information Commons 120
Visual & Performing Arts	Duns Scotus 236

# Academic Calendar

## Fall 2020

Full calendar available at  
[daemen.edu/Calendar](http://daemen.edu/Calendar)

September 4–5	First-Year Student Orientation
September 7	Labor Day Holiday -- Offices Closed
September 8	CLASSES COMMENCE
Nov. 25–28	Thanksgiving Holiday -- Classes will not meet In-person classes end
November 30	Classes resume with remote instruction
December 11	Last day of classes for Fall semester
December 14–18	Examinations are held remotely; Examinations end and intersemester recess begins AFTER last exam
December 19	Residence Hall Close

## Spring 2021

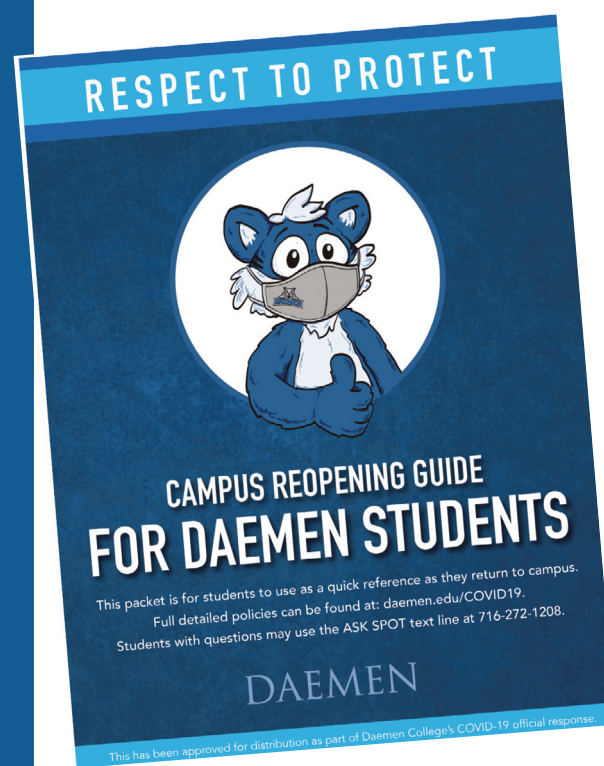
January 26	Residence Halls Open
January 27	CLASSES COMMENCE
February 15	Presidents' Day -- Classes will not meet/Offices Closed
March 15-19	Spring Break -- Classes will not meet Residence halls close on March 7 at 10:00 a.m. and reopen on March 15 at 10:00 a.m.
April 2-5	Spring Holiday -- Classes will not meet
May 7	Last day of classes for Spring semester
May 10-14	Examinations are held; Semester ends AFTER last exam
May 15	Residence Halls Close

Daemen's Emergency Response Team has pulled together a campus reopening plan that meets and exceeds all of the guidelines from New York State, and has been written with guidance from the Centers for Disease Control and Prevention, the World Health organization, and the American College Health Association.

This guide has been created to help acclimate (or re-acclimate) students to Daemen during the Fall 2020 semester. Our goals are to keep our community members safe, respond quickly if someone gets sick, and ensure that everyone has as normal an experience as possible.

Students will be provided the guide both electronically and in print. You may access the guide by visiting Daemen's COVID website at:

[daemen.edu/COVID19student](http://daemen.edu/COVID19student)



# SAVE THE DATE



## *Welcome Back Week*

SEPTEMBER 5-12, 2020

Welcome Back Week is a College tradition filled with student organization and departmental events. Events include the Welcome Back Party, the Student Organization Fair, and more.



## *Greek Week*

SEPTEMBER 14-19, 2020

Greek Week is a celebration of our close knit Greek community at Daemen College. The week features events and volunteer opportunities hosted by the community.



## *Rush Week*

SEPTEMBER 21-26, 2020

Rush Week is an opportunity for students to express interest and learn more about the recruitment process. Informal recruitment events will be held by each organization.



STAY UP TO DATE BY FOLLOWING @DAEMENLIFE AND CHECKING YOUR DAEMEN EMAIL

# tgif FALL 2020

Fridays, 4:30 pm, Free Admission

LOCATIONS ARE TO BE DETERMINED

TCIF is a Daemen tradition where student organizations partner with the Student Activities Office to provide free food and activities every Friday. Student Orgs. will hand pick their own event theme and food options. Themes are announced closer to event date.



FOOD AND  
ACTIVITIES  
SPONSORED  
BY  
STUDENT  
ORGS.

## \*SEPTEMBER\*

September 11 - Student Government Association (Welcome Week)  
September 18 - Inter-Greek Alliance (Greek Week)  
September 25 - Outdoor Adventure Club

## \*OCTOBER\*

October 2 - Student Activities  
October 9 - Music Club/Figure Drawing Club  
October 16 - Pride Alliance  
October 23 - Wildcat Wellness  
October 30 - Student Alumni Ambassadors



CHECK THE  
WILDCAT  
WEEKLY FOR  
UPCOMING  
TGIF  
THEMES

## \*NOVEMBER\*

November 6 - Athletic Training Student Association  
November 13 - Black Student Union  
November 20 - Students Without Borders/Tri Beta

2020-2021



DAEMEN COLLEGE  
Residence Life



# NEW RESIDENT STUDENT MOVE-IN

Facebook.com/daemenhousing  
@DaemenResLife  
DCResLife



# DAEMEN COLLEGE RESIDENCE LIFE

## WHAT TO BRING LIST

Below is a checklist of items that students may find useful. Of course, every student may have different needs, but this gives you an idea. Make sure you consult your roommate to avoid purchasing doubles of items! Please also keep in mind that this fall is unique, so reducing the amount of items you bring with you is recommended. If you have any questions, please let us know!

### Bedroom

- Mattress Pad
- Pillow(s) and Pillowcases
- Extra Long Twin Sheets
- Comforter
- Blanket
- Hangers
- Towers, Hand Towels, & Washcloths
- Desk Lamp & Bulbs (non-halogen)
- Mirror – full length
- Trash can and liners (8 Gal.)
- Decorations

- Toothbrush & Toothpaste
- Shaving Accessories
- Hair Products/Hair Dryer
- Deodorant
- Shower Shoes/Flip Flops
- First-Aid Supplies/Medications

- Calendar
- Dry Erase Message Board
- Dishware/Silverware & Supplies
- Tupperware
- Fan
- TV, DVD player, Gaming System
- Small Refrigerator (No more than 2 cubic feet per person),

### Identification/Money

- ATM Card/Credit Card
- Checkbook
- Driver's License
- Insurance Card
- Passport/Visa

- Cleaning Supplies
- Drawer Organizational Boxes or Under the Bed Storage
- Air Freshener Spray
- Reading Light

### Laundry Supplies

- Detergent (high efficiency liquid)
- Fabric Softener
- Dryer Sheets
- Drying Rack
- Laundry Basket

### Electronics

- Cell Phone and Charger
- Computer/Laptop (and charger)
- Power Strip (no extension cords)
- Headphones

### Personal Hygiene Products

- Shower Caddy
- Soap & Shampoo
- Hand Soap

### Other

- Face Masks/Face Coverings
- Backpack
- School supplies
- 3M Command Adhesive Products

### Please Note

Canavan Hall floors 2-5 have kitchenettes (microwave, oven, sink, and stove). Canavan floors 1-5 have cable TV in the lounges. Toilet paper provided.

### Prohibited Items

Please see the Student Handbook for items that are prohibited in our residence halls ([www.daemen.edu/student-life/student-affairs/student-handbook](http://www.daemen.edu/student-life/student-affairs/student-handbook)).



If you have any questions about items that you would like to bring, please contact us!

**Office of Housing and Residence Life:**

(716) 839-8200 or

[residence.life@daemen.edu](mailto:residence.life@daemen.edu)



DCResLife

Follow us!



Daemenhousing

# WELCOME TO DAEMEN'S RESIDENTIAL COMMUNITY!

We look forward to helping welcome you to our vibrant living learning community for the 2020-2021 academic year. Please read through this arrival guide carefully to help you get acquainted with campus life.

## To Contact Daemen College Housing & Residence Life

If you have questions about move-in day or living on campus, call the Office of Housing and Residence Life at (716) 839-8200 or email us at [residence.life@daemen.edu](mailto:residence.life@daemen.edu). The Office is open Monday-Friday 8:30 a.m.–4:30 p.m. Make sure to follow us on social media!

## When can my student move in?

While COVID-19 guidelines continue to be ever-changing, we have spent a great deal of time considering a move in plan that will keep density down on campus during this critical time. Your move-in-date is determined by the Region as outlined by New York State. Refer to emails sent to you by Housing & Residence Life and refer to Move-in webpage at [daemen.edu/movein](http://daemen.edu/movein).

## Once You Arrive To Campus

We will send you details in the coming weeks regarding COVID-19 testing, move-in helpers, specific move-in instructions, and the check-in form. Part of this move-in will include mandatory diagnostic testing for COVID-19 and the antibody test, to help us with contact tracing and quarantine later on if needed. Again, more details to come but know that your health and safety is our #1 priority.

## How Do I Get to Daemen College?

Daemen is located at:  
4380 Main Street, Amherst, NY 14226

## Traveling on the NY State Thruway from the West (Via Youngman Expy E/290)

- At exit 6, take ramp right for RT-240 / Harlem Rd toward Sheridan Dr
- Turn left onto SR-240 / Harlem Rd
- Turn right onto SR-5 / Main St
- Arrive at Daemen College
- Turn Right onto Getzville Road

## Traveling on the NY State Thruway from the East

(via Gov Thomas E Dewey Thruway W / New York State Thruway W / I-90 W)

- At exit 50, take ramp right for I-290 / Youngmann Expy West toward Niagara Falls
- At exit 7A, take ramp right and follow signs for SR-5 West / Main St
- Arrive at Daemen College

## Arriving By Plane

Buffalo Niagara International Airport is about 6 miles from Daemen. There are a variety of taxi services for students to get to Campus for a small fee. Buffalo has both Uber and Lyft. Feel free to utilize those services.

## Arriving at the Bus Station

The Greyhound bus station is located at 181 Ellicott Street in downtown Buffalo, about 13 miles from campus. There are a variety of taxi services for students to get to Campus for a small fee. Buffalo has both Uber and Lyft. Feel free to utilize those services.

Policies and processes may change due to state and federal mandates. Please refer to the Resident Student Move-in webpage at [daemen.edu/move-in](http://daemen.edu/move-in) for the most up-to-date information.



## Key Pickup

Before you are able to receive your keys, you must be "move-in" ready. Daemen's online check-in form found under your 'MyDaemen' will be able to guide you through what you need to do in order to receive your keys on move-in day.

Semester: 2020FA

**Brien Pacholec**

Move In Ready: **NO**  
 Move In Region: **WNY (14127)**  
 Drop Off Day: **08/12/2020**  
 Move In Day: **08/29/2020**

**Select Drop Off Date:**

**First Year Student Dates**

08/11/2020

08/13/2020

**Returning Student Dates**

08/10/2020

08/12/2020

08/14/2020

**Save**

If you are unsure which date to pick please contact [residence.life@daemen.edu](mailto:residence.life@daemen.edu).

**Select Move In Date:**

**First Year Student Dates**

09/03/2020

**Returning Students Dates**

08/28/2020

08/29/2020

**Save**

If you are unsure which date to pick please contact [residence.life@daemen.edu](mailto:residence.life@daemen.edu).

**⚠️ Health Compliance**

Health Services Office, (716) 839-7380, [health@daemen.edu](mailto:health@daemen.edu)

Submit proof of active insurance OR enroll in student health insurance. Please note: the insurance field will NOT change until your insurance has been verified for active coverage in the Buffalo, NY area.

Submissions will be **verified at least 2 times per week**. When your insurance waiver or enrollment has been approved, Health Services will update the insurance field accordingly.

Please note: this is NOT an automatic process.

Student athletes must also submit proof of insurance to athletics via the ARMS System. The New Student-Athlete Guide includes step-by-step instructions and screenshots.

✗ NYS Required Shot Record(s): No

✗ 2019 Proof of Insurance: 0000-00-00 Insurance info needs to be [updated](#)

**Campus Clearance:**

If you have any questions about your status please contact the CHIP Center [✉](#) [🗨](#)

- Form: ✓
- COVID-19 Test: ✗
- Antibody Test: ✓
- Wellness Kit: ✓





## COMMONLY ASKED QUESTIONS

### How Will My Student Access the Internet?

All residence halls are equipped with wifi access. Additionally, all residence hall rooms are equipped with Ethernet jacks. Due to specific configurations of the Daemen Wireless network, please refrain from bringing your own modem.

### Does My Student Need to Bring a Fan?

While the Campus Apartments are air-conditioned, Canavan Hall is not. September tends to be on the cooler side in Buffalo, but a fan may be a good idea for the first few weeks if Canavan Hall is your new home.

### Can My Student Bring A Car?

Students who reside in Canavan Hall are able to bring a car to Campus, but must park it about 3 miles away from campus at Collegiate Village. Those students pay a \$15 fee for their parking pass and must register their car online ([daemen.edu/parking](http://daemen.edu/parking)). Daemen has a shuttle service which runs 16 hours daily in order to transport students between the two locations (and others) at no cost.

Students residing in the Campus Apartments are able to bring a car to campus and park on campus within designated lots. A student parking pass is \$35. Students can register their car online at [daemen.edu/parking](http://daemen.edu/parking).

## WHERE TO FIND HELP

Campus Safety can assist with Daemen IDs and access into Residence Halls. The Housing and Residence Life Office can assist with intelli keys (Apartment Residents only), college life in general and residential living.

### Campus Safety

Campus Safety is staffed 24/7/365 and are located on the first floor of the Wick Campus Center. Campus Safety can be reached by calling (716) 839-SAFE (7233).

### Resident Assistants

Resident Assistants are undergraduate students who serve as a first line to support their residents. As students themselves, RAs have frequent contact with their residents as support peers, leaders, educators, and community builders. RAs are responsible for developing an inclusive, vibrant, living learning community within their floor. RAs are supervised by a Hall Director who also lives in the building. There is approximately one RA for every 25 students in Canavan Hall, and one RA for every 30 students in the Campus Apartments.

### Coordinator of Residence Life

The Coordinator is a full-time, professional live-in staff member who has a master's degree and supervises the Resident Assistants. The Coordinator is specifically trained for crisis management, counseling students, developing and supporting community within the residential spaces on Campus. The Coordinator resides on campus.



# THINGS TO KNOW

A blue tiger mascot with a white chest and belly, and a red nose, is holding a dark blue sign. The sign contains white text. The background features a faint, large watermark of the University of Delaware seal.

*Check out the rest of the Guide*  
for important information on services,  
tools and special events.



## MAIL SERVICES

Theresa Kolb  
Mail Room Supervisor

Patrick Ryan  
Mail Room Clerk

Telephone: 716-839-8453

Mailroom@daemen.edu  
Duns Scotus 9

Incoming Mail should be sent to:

Students Name,

Student's Mail Box Number,

4380 Main Street, Amherst, NY 14226

The mailroom, located on the ground floor of Duns Scotus (DS 9), provides a variety of services for the College community. Mailroom personnel are responsible for making sure mail is delivered to students via their campus mailbox. Mailroom personnel can also assist in sending letters or packages through the US Mail that weigh less than 10 lbs. There is also a fax machine available for student use in the mailroom.

### Residential Student Mailboxes

All residential students, including those residing at Collegiate Village and Snyder Park, receive an on campus mailbox. Students receive their mailbox number and mailbox key during move-in day their first year at Daemen. They retain this mailbox and their key for the duration of their time at Daemen. Students who are graduating, withdrawing, or moving off-campus must notify the mailroom and return their mailbox key. There is a charge for lost keys or keys that are not returned.

*\*Students who live off campus or commute do not get a mailbox on campus. Mail and packages should be sent to them at their off campus address.*

### Incoming Mail

There is one mail delivery per day to the College. This mail delivery is usually sorted and distributed by noon. Notices are provided when packages are received. Students must have their key to check their mailbox and picture ID to pick up their package(s) and are required to sign for it. When placing an online order, students must use their real name – no nicknames are allowed on packages. Daemen does not allow another person to pick up someone's mail for them. Packages or special delivery

letters may be picked up between 8:30 AM and 4:30 PM Monday through Friday. Mail Services will make every effort to notify a student by email if an item received is perishable.

### Outgoing Mail

Stamps may be purchased in the bookstore. A US Postal Service mailbox (silver) is located on the wall near the campus mailboxes, at the RIC main entrance. Mail placed in that box is picked up by the Mailroom staff at 3:00 pm Monday through Friday. Outgoing mail may also be dropped off at the mailroom. All US Postal Service mail is picked up from the mailroom Monday – Friday at 3:30 pm. The mailroom accepts cash or check, but cannot accept debit or credit cards.

### Special Mailings

Special services that the mailroom can provide are: Certified, Return Receipt, Priority, International (letters only) and Book Rate for packages. Mail requiring tracking, UPS, Fed Ex, International packages, overnight or next day mail or packages over 10 lbs are handled by The Shipping HQ store. They are located at 4498 Main St. at Harlem behind Bagel Jays. Daemen students receive a discount on the services they provide.

### Forwarding Mail

The post office will no longer forward mail unless an **address notification** is filed electronically with USPS at usps.com. Any mail received will be held for 30 days and will be returned to sender at that time. Magazines, periodicals and 2nd Class mail cannot be forwarded. Students who are graduating, withdrawing, or moving off-campus must notify magazine, businesses, friends, and family of change of address.

# WELCOME TO DAY ONE

**YOU'RE OFFICIAL.  
SHOW YOUR SCHOOL SPIRIT!**

GET GEARED UP!

**30% OFF**  
ONE APPAREL, GIFT,  
OR SUPPLY ITEM\*

[dayone.shop/0134](http://dayone.shop/0134)

Use this link to get your 30% off coupon,  
textbook information and reminders.

\*This is not a coupon. Please sign up using the web address to receive one.

**THE BEST PLACE FOR YOUR BOOKS**

The store works directly with the faculty and school to ensure we have the right materials and quantities on day one. We've got you covered from orientation to graduation!

### TEXTBOOK OPTIONS

Rental, digital, used or new – choose the format that best suits your needs...and budget!

#### Rental Books

Rent & Save! You don't want to keep the book after class is over. Rentals not only save you money, you can highlight and write in them too!

#### Digital Books

Allows you to access your textbooks anytime, anywhere, on any device. So convenient and oftentimes saves you money.

#### Used Books

Same book, better price, previously owned. Eco-friendly - reduce, reuse and read used!

## DAEMEN COLLEGE BOOKSTORE

4380 MAIN STREET | (716) 839-8263

DAEMENSHOP.COM | FREE IN-STORE PICK UP!



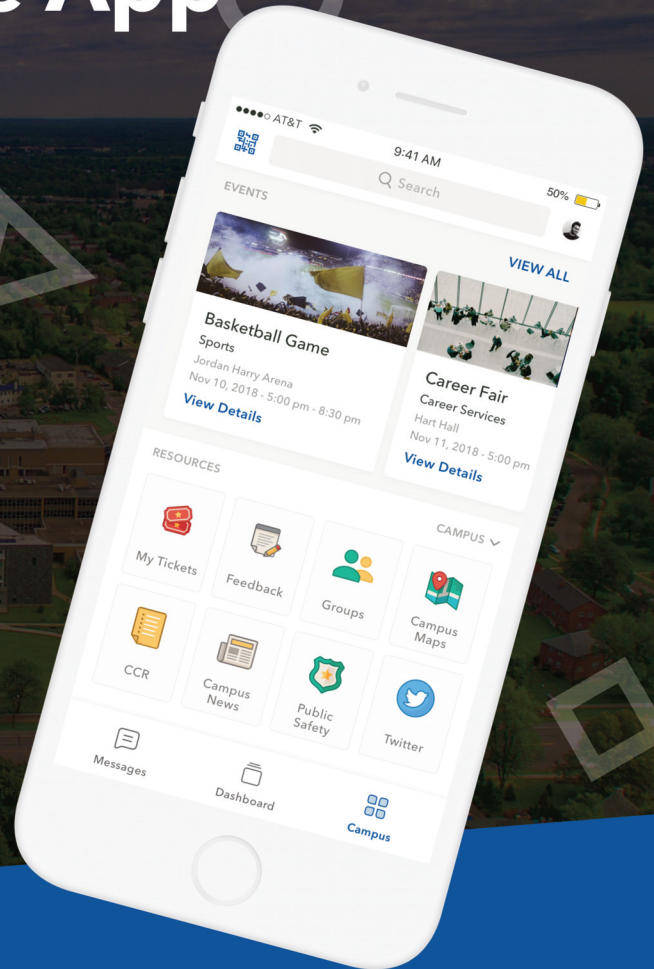
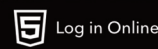
ALL NEW

# Daemen College App



Your key to getting involved on campus

Download Daemen Connect now!



## Single Sign-On

Simply use your Daemen email address and password to login.

## Agenda to Stay Organized

Add events to your agenda from the app and import Google calendar events too.

## Check into Events

using the convenient QR code scanning feature.

## Explore and Join Groups

Learn about all of the clubs & organizations that campus has to offer - see events from each group and participate in group discussions.

## Discussions & Messaging

Chat one on one with friends, in small groups, or in campus-wide discussions.

## Campus Resources

Access important campus websites and resources in one convenient location.

## Search for Events

Learn about what's happening on campus by searching for events that are convenient and interesting to you.

## Check the Weather

and know how to dress before you leave for campus or class.

## View Class Schedules

See your personal course schedule in the in-app agenda to help plan out your day.

# OFFICE OF INFORMATION TECHNOLOGY

## MY.DAEMEN.EDU account access

Computer accounts are automatically created for all Daemen students. These accounts will provide students access to all Daemen services including email, Blackboard, printing, Self Service, parking permits, and WiFi. (general example: firstname.lastname@daemen.edu)

### Username & Password Lookup Tool:

[my.daemen.edu/users/username\\_lookup\\_passwd\\_change.php](https://my.daemen.edu/users/username_lookup_passwd_change.php)

### Password Change Tool: (can be accessed while logged into

[my.daemen.edu\) https://my.daemen.edu/users/password\\_change.php](https://my.daemen.edu/users/password_change.php)

## What type of computer should a student bring to Daemen?

Any recently purchased computer will be adequate for the academic needs of Daemen students. Any inquiries regarding a preference of operating system (Apple or Windows) for a particular major can be directed to the educational department.

### Educational Discounts:

**Dell:** [dell.com/daemen](http://dell.com/daemen)

**Apple:** [www.apple.com/shop/browse/home/findyourschool](http://www.apple.com/shop/browse/home/findyourschool)

### Minimum recommendations for refurbished or other previously owned machines:

**Operating System:** Windows 8 or Mac OS 10.12

**Memory:** 4GB or higher

### Chromebooks iPad's & other Tablets:

While these are generally sold at a lower cost and are ultra portable, please consider if they supply adequate storage and what type of work the device will be used for. These devices will usually provide excellent accessibility to cloud services but usually provide "lightweight" versions of software such as Microsoft Office.

## Free software for students!

All Daemen College students are eligible to download Microsoft Office (Word, Excel and PowerPoint) at no cost.

Navigate to: [my.daemen.edu/microsoftoffice365](https://my.daemen.edu/microsoftoffice365)



### Student Help Desk

716.566.7865

Research & Info Commons 105

- Computer check ups diagnostic, virus removal installation and repair services available
- Daemen College network connection and registration assistance
- Attempt recovery for lost or damaged data
- Installation of Microsoft Office

## Computing Services & Resources

### Public Computer Facilities on Campus

Business Building Room 207

Research & Information Commons

Day	Time
Sunday	1PM-10PM
Monday	8AM-10PM
Tuesday	8AM-10PM
Wednesday	8AM-10PM
Thursday	8AM-10PM
Friday	8AM-4PM
Saturday	12PM-6PM

Day	Time
Sunday	10AM-1AM
Monday	7AM-1AM
Tuesday	7AM-1AM
Wednesday	7AM-1AM
Thursday	7AM-1AM
Friday	7AM-11PM
Saturday	9AM-11PM



### PRINTING ON CAMPUS

Printing is available for students in all of our general use computer facilities. Daemen IT provides 300 FREE printed pages for each student per semester.

**What if students need to print more?** If the free allotment is used, students will see a balance of 0. Students will still be allowed to print, but a negative balance will be displayed. A charge of 5 cents per page will be added to their bill in the Bursar's office.



### WIRELESS CAMPUS

Whether you are in class or in the resident halls stay connected! The Office of Information Technology provides campus wide wireless internet access at speeds up to 60 times the average home bandwidth

# Understanding Your Course Schedule

## COURSE IDENTIFIERS

Department	Course #	Section	Title	Credits	Start Date
(example) ART	107	01	Visual Experience	3.0	10/15/2020

### When is the class meeting?

<b>MWF</b>	= Monday, Wednesday Friday
<b>MW</b>	= Monday & Wednesday
<b>TR</b>	= Tuesday & Thursday
<b>M</b>	= Monday ONLY
<b>T</b>	= Tuesday ONLY
<b>W</b>	= Wednesday ONLY
<b>R</b>	= Thursday ONLY
<b>F</b>	= Friday ONLY

### Where is the class meeting?

<b>DS</b>	= Duns Scotus Hall
<b>V</b>	= Visual and Performing Arts Center
<b>B</b>	= Business Building
<b>SH</b>	= Schenck Hall
<b>RIC</b>	= Research and Information Commons
<b>REY</b>	= Thomas Reynolds Center
<b>AWC</b>	= Academic Wellness Center
<b>Wick</b>	= Wick Campus Center

### What is the start date of the class?

Check under start date

### What is the class format?

<b>LEC</b>	= Lecture
<b>LAB</b>	= LAB
<b>LC</b>	= Learning Community (Two courses are linked together)
<b>HYBRID</b>	= Combination in-class lecture and online components
<b>Online</b>	= Course entirely online

### Departments at Daemen

<b>ABA</b> Applied Behavioral Analysis	<b>EDU</b> Education	<b>MKT</b> Marketing
<b>ACC</b> Accounting	<b>ENG</b> English	<b>MTH</b> Mathematics
<b>AE</b> Adolescence Education	<b>ENS</b> Environmental Studies	<b>MUS</b> Music
<b>ANIM</b> Animation	<b>ENTR</b> Entrepreneurship	<b>NSC</b> Natural Science
<b>ANT</b> Anthropology	<b>ES</b> Enrichment Studies	<b>NUR</b> Nursing
<b>ART</b> Art	<b>ESC</b> Earth Science	<b>PAR</b> Paralegal Studies
<b>ARTA</b> Arts Administration	<b>FIN</b> Finance	<b>PAS</b> Physician Assistant Studies
<b>ATH</b> Athletic Training	<b>FLIT</b> Foreign Language Literature	<b>PH</b> Public Health
<b>BA</b> Business Administration	<b>FOR</b> Forensic Science	<b>PHI</b> Philosophy
<b>BCH</b> Biochemistry	<b>FRE</b> French	<b>PHY</b> Physics
<b>BIO</b> Biology	<b>GEO</b> Geography	<b>POL</b> Polish
<b>CA</b> Communication Arts	<b>HCS</b> Health Care Studies	<b>PR</b> Public Relations
<b>CAT</b> Complementary and Alternative Health Care	<b>HP</b> History & Political Science	<b>PSC</b> Political Science
<b>CE</b> Childhood Education	<b>HPR</b> Health Promotion	<b>PSY</b> Psychology
<b>CFE</b> Career Field Experience	<b>HCS</b> Health Science	<b>PT</b> Physical Therapy
<b>CHE</b> Chemistry	<b>HSM</b> Health Systems Management	<b>REL</b> Religious Studies
<b>CHI</b> Chinese	<b>HST</b> History	<b>SED</b> Special Education
<b>CMP</b> Composition	<b>IND</b> Interdisciplinary	<b>SOC</b> Sociology
<b>CSC</b> Computer Science	<b>ITA</b> Italian	<b>SPA</b> Spanish
<b>CYT</b> Cytotechnology	<b>LIT</b> Literature	<b>SUST</b> Sustainability
<b>ECO</b> Economics	<b>LNG</b> Language	<b>SW</b> Social Work
<b>ECSE</b> Early Childhood Special Education	<b>MGQ</b> Management Quantitative	<b>THA</b> Theater Arts
	<b>MGT</b> Management	<b>WST</b> Women's Studies
	<b>MIS</b> Management Information Systems	

# DAEMEN COLLEGE

## Campus Life

# EVERFI

Welcome to the Daemen College Community!

We are dedicated to creating a campus environment that promotes and enhances the health and well-being of the entire community. To that end, we require each member of the entering class (Undergraduate, Graduate and Transfer students) to complete online, interactive programs: AlcoholEDU and SexualAssaultPrevention. The goal of these courses is to educate and equip you with the skills to think critically and make well-informed decisions about your activities and behaviors related to the topics.

This education is essential to the health and well-being of the entire community therefore; **we have mandated that each student completes part 1 (course & survey) and part 2 (follow up survey) of AlcoholEDU and SexualAssaultPrevention. A course timeline is referenced below. Failure to complete the courses will be considered a violation of the Student Code of Conduct and those students will be fined \$25 per incomplete course (complete course = student finishes part 1 AND part 2). The fine will be added to your student bill and will act as a hold, not allowing you to register for spring courses.** You can learn more about this program online at [everfi.com](http://everfi.com).

### Course Timeline:

- Part 1 (course & survey)      Email sent after orientation (30 days to complete from email)
- 30-day Intersession          Break between courses begins after student completes part 1
- Part 2 (follow up survey)      Email sent after orientation (30 days to complete from email)

If you have questions about Daemen's implementation of the Everfi program, please feel free to contact the Dean of Students at (716) 839-8519. Thank you and best wishes!

Kerry Spicer  
Dean of Students  
Daemen College



# WILDCATS REACH OUT



**ANONYMOUS. ACCESSIBLE 24/7.  
RESOURCES AT YOUR FINGERTIPS.  
DOWNLOAD THE REACH OUT APP.**



**HOW TO  
HELP A FRIEND.**



**LISTEN.  
BELIEVE.  
BE PATIENT.  
SUPPORT.**

## REPORTING RIGHTS

Daemen students have the right to make a report to Campus Safety, local law enforcement, and/or state police or choose not to report; to report the incident to the College; to be protected by the College from retaliation for reporting an incident; and to receive assistance and resources from Daemen College.

## REPORTING & SUPPORT

Daemen College  
Dean of Students  
716-839-8519  
kspicer@daemen.edu

Daemen College  
Student Conduct  
Coordinator  
716-839-8200  
gkingsto@daemen.edu

Daemen College  
Title IX Coordinator  
716-839-8562  
thamilton@daemen.edu

Daemen College  
Campus Safety  
716-839-SAFE (7233)

Amherst Police  
Department  
716-689-1311 or  
911 in emergency

Crisis Services  
of Buffalo  
Hotline  
716-834-3131

NYS Domestic  
and Sexual  
Violence Hotline  
1-800-942-6906

Daemen College  
Counseling Services  
716-839-7380  
daemen.edu/  
counselingservices

● Available 24/7, 365

● Confidential



# WILDCATS REACH OUT

## Campus Sexual Assault Victims' Bill of Rights

1

The right to have any and all disclosures of domestic violence, dating violence, stalking, and sexual assault against them treated with seriousness and receive, from the institution, courteous, fair, and respectful health care and counseling services, where available.

The right to be free from any kind of suggestion that sexual assault victims not report, or under-report, crimes because: a. victims are somehow 'responsible' for the commission of crimes against them; b. victims were negligent or assumed the risk of being assaulted; or c. by reporting crimes they would incur unwanted personal publicity.

HOW TO HELP  
A FRIEND

LISTEN.  
BELIEVE.  
BE PATIENT.  
SUPPORT.

2

The right to have sexual assault committed against them investigated and adjudicated by the duly constituted criminal and civil authorities of the governmental entity in which the crimes occurred, if the victim so chooses, including make a report to local law enforcement and/or the state police; and the right to the full and prompt cooperation and assistance of College staff in notifying the proper authorities. The foregoing shall be in addition to any campus disciplinary proceedings.

3

The right to be free from any kind of pressure from College staff that victims:

- a. Not report crimes committed against them to civil and criminal authorities or to campus safety and residence life staff; or
- b. Report crimes as lesser offenses than the victims perceived them to be.

4



The right to counseling services from any mental health services previously established by the institution, or by other victim-service entities, or by victims themselves.

The same right to legal assistance, or ability to have others present, including an advisor of their choice, in any campus disciplinary proceeding that the institution permits to the accused; and the right to be notified of the outcome of such proceeding.

The right to participate in a process that is fair, impartial, and provides adequate notice and a meaningful opportunity to be heard and in so doing, to describe the incident to as few institution representatives as practicable and not be required to unnecessarily repeat a description of the incident.

5

7

After campus sexual assaults have been reported, the victims of such crimes shall have the right to require that appropriate College staff take the necessary steps or actions reasonably feasible to prevent any unnecessary or unwanted contact or proximity with alleged assailants, including immediate relocation of the victim to safe and secure alternative housing, and transfer of classes if requested by the victims.

6

### REPORTING RIGHTS

Daemen students have the right to make a report to Campus Safety, local law enforcement, and/or state police or choose not to report; to report the incident to the College; to be protected by the College from retaliation for reporting an incident; and to receive assistance and resources from Daemen College.

### New York State Education Law 129-B

Reporting individuals are reminded that you have the right to make a report to campus security, local law enforcement, and/or state police, or choose not to report; to report the incident to the institution; to be protected by the institution from retaliation for reporting an incident; and to receive assistance and resources from the institution.

8

9

Access to at least one level of appeal of a determination.

10

The right to report any inappropriate action, or lack thereof, in the handling of a reported sexual assault on the part of the College as a Title IX complaint.

11

Be protected from retaliation by the institution, any student the accused and/or the respondent, and/or their friends, family and acquaintances within the jurisdiction of the institution.

Exercise civil rights and practice of religion without interference by the investigative, criminal justice, or conduct process of Daemen College.

12

## RESOURCES & SUPPORT

Available 24/7, 365 Confidential

Daemen College  
Dean of Students  
716-839-8519  
kpicer@daemen.edu

Daemen College  
Student Conduct  
Coordinator  
716-839-8200  
gkingst@daemen.edu

Daemen College  
Title IX Coordinator  
716-839-8562  
thamilto@daemen.edu

Daemen College  
Campus Safety  
716-839-SAFE (7233)

Amherst Police  
Department  
716-689-1311 or  
911 in emergency

Cofela Services of  
Buffalo Hotline  
716-834-3131

NYS Domestic  
and Sexual  
Violence Hotline  
1-800-942-6906

Daemen College  
Counseling Services  
716-839-7380  
daemen.edu/  
counselingservices



# WILDCAT WELCOME

DAEMEN

PRESIDENT WELCOME GLOSSARY SEARCH

TOOLS ACADEMICS SERVICES STUDENT LIFE CHIP CENTER INCLUSIVE PARKING STUDY ABROAD PARENTS

Wildcat Welcome

DAEMEN TOOLS ACADEMIC SUCCESS STUDENT SERVICES

STUDENT LIFE CHIP CENTER INCLUSIVE COMMUNITY

We to D

© 2020 Daemen College. All Rights Reserved.

## WELCOME TO THE DAEMEN FAMILY!

We are thrilled that you have decided to attend Daemen College! With the start of classes only weeks away you may have questions about policies and services that were discussed during Orientation. We have developed the comprehensive Discover Daemen site to provide you with all the information needed for your first year.

To visit the site, go to [orientation.daemen.edu](http://orientation.daemen.edu).

If you visit the Discover Daemen and still have additional questions, please know that we are only an email or phone call away. Feel free to contact us at [studentaffairs@daemen.edu](mailto:studentaffairs@daemen.edu) or at 716-839-8200.

Once again, welcome to the Daemen family.

Kimberly M. Pagano  
Assistant Dean for Student Engagement

# Getting started with your FINANCIAL AID

## STUDENT LOANS

Most students will be packaged with Direct Stafford Loans. Here are a few things to remember about these loans:

You do not have to do a special application for a Direct Stafford Loan, or qualify with a credit check. By completing the FAFSA and being registered at least half-time, you are already qualified for this type of loan. The Financial Aid Office will handle the processing of these loans.

You are not required to take the amount you see on your award letter. The amount you see is the maximum we can award you for one year. If you would like to decline any of these loans, or just take a portion of them, simply let the Financial Aid Office know.

You will need to complete Entrance Counseling and a Master Promissory Note in order for your loans to disburse to the school properly. You can do both of these on-line, and information is available in our office or on our website.

If you see that you still need additional funding in order to pay your balance with the college, please speak with a Financial Aid Counselor about other types of loans that are available.

## PLAN AHEAD

As long as you are registered by the start of classes for the semester, you will be expected to settle your bill prior to the first day of classes.

Make sure you've completed the FAFSA well in advance if you haven't done so already. Allow time for the Financial Aid Office to package your aid. You will not receive a package unless you have completed a FAFSA.

Plan ahead for any extra loans you may need. Private or alternative loans can sometimes take weeks to complete correctly. Make sure this is taken care of before the semester begins.

Don't forget to complete your TAP application if you are a NYS resident. The TAP you may see on your award letter is an estimate that is dependent on the completion of your application. Your TAP award will not disburse if you have not completed the application correctly. Also check to make sure your TAP application has Daemen listed as your school!

Your FAFSA may be selected for verification. If you are sent documents pertaining to this, please return them as quickly as possible. Delays in verification mean delays in getting your aid, or even your initial package.

Please let Financial Aid know of any outside scholarships you will be receiving. These could possibly affect your aid package.

## WORK STUDY

Work study is **NOT GUARANTEED**. There are a limited number of work study positions on campus, so unfortunately, not every student will get a placement in the Fall.

The amount listed on your award letter reflects the maximum amount you may earn during the academic year. A Work Study award is not directly applied to your bill. Students who are eligible for Work Study will have an opportunity to apply for jobs posted on the Daemen College "MyDaemen" website.

Students are encouraged to frequently look at the list of positions by clicking on the Student Employment Opportunities Applicant Pro link under the Student Employment menu.

- ◆ Jobs will be posted Mid-Late August, after the summer orientations.
- ◆ Apply for any jobs you feel would be a good fit with your schedule & interests.
- ◆ Upload updated resume & cover letter (visit Career Services for assistance)

## HOUSING – Where you are living will affect your Financial Aid!

Please make sure your Financial Aid package reflects the correct housing choice. Check your bill as well.

If you change housing\* during the year, please be sure to NOTIFY the Financial Aid Office. It could make a big difference in your aid. This is extremely important.

\* Housing refers to being a resident or a commuter.

## THINGS TO KNOW ABOUT THE FINANCIAL AID OFFICE:

Our office is open Monday through Friday, 8:30 AM –4:30 PM. We are open during the January break and all summer with the same hours. We hold special late hours at the beginning of Fall and Spring semesters to help get your account settled for the semester.

- We have an open door policy. You're welcome to schedule an appointment to speak with a Counselor, however, it's not required. Stop by at your convenience to speak with someone.
- We're here to assist you with every aspect of your Financial Aid. We're here to not only answer your general questions, but also assist you with problems you may have completing your FAFSA, TAP application, or loan applications. We're more than happy to help, so please don't hesitate to ask!
- We need to know! Many things can impact your Financial Aid. Please inform us if you drop to half-time, take a Leave of Absence, change your housing status, graduate early, receive a special scholarship, or take credits at another college. When in doubt, let us know!

## ARE YOU ON THE RIGHT PATH WITH YOUR FINANCIAL AID?

- I completed my FAFSA. ([FAFSA.gov](https://fafsa.gov))
- I completed my TAP application. ([TAPWEB.org](https://tapweb.org))
- I have signed and returned any added documentation the Financial Aid Office has requested of me.
- I received an award letter from Financial Aid listing my aid.
- I signed and returned my award letter to Financial Aid accepting or declining my aid.
- I signed my Direct Loan Master Promissory Note on-line. ([STUDENTAID.gov](https://studentaid.gov))
- I completed my Direct Loan Entrance Counseling on-line. ([STUDENTAID.gov](https://studentaid.gov))
- I have estimated/ know my balance for the upcoming semester.
- I have applied for an extra loan if I need it.
- I have informed Financial Aid of any outside scholarships I am receiving.

*When in doubt, give us a call... Every question is worth asking!*

**839-8254**



Daemen College Financial Aid



daemencollegefinancialaid



@DaemenFinAid

# FEDERAL WORK STUDY – STUDENT EMPLOYMENT



Students can log into the MyDaemen site to apply for Federal Work Study (FWS) jobs under STUDENTS > Student Employment

## QUICK FACTS

- ❑ Jobs posted online are designated for those students who are awarded **Federal Work Study** in their Financial Aid package/letter.
  - Currently, if you do NOT have a FWS award, other campus jobs are posted/ e-mailed out separately to all students during the semesters. *\*Non-FWS jobs are not posted on the Student Employment site.*
- ❑ All FWS job descriptions are posted for students to view and access via HAND-SHAKE (Wildcat Works). **Students can apply for jobs that fit their schedule requirements, and interests - encouraged to apply for more than one job!**
- ❑ **Cover letter & resume** will need to be uploaded in the online application. *\*If you need help reviewing these documents & brushing up on your interview skills, contact the Career Services Office to make an appointment.*

## IF HIRED

- FWS limited to working a maximum of ten (10) hours per week while classes or exams are in session; paid minimum wage. (HEOP FWS - limited to 5 hrs/wk).
- Will need to complete New Hire paperwork including: Personnel Record, State & Federal taxes, I-9 Employment Eligibility Verification, Direct Deposit banking information, NYS Wage Notification. *\*Will need proper IDs for I-9, i.e. license & social security card (NO COPIES – MUST BE ORIGINAL DOCUMENTS!)*
- Paid bi-weekly; complete appropriate time sheets & turn into the Office of Employee Engagement (DS 126) according to the Student Payroll Schedule posted online.

**Please note:** The Financial Aid Office & Office of Employee Engagement CANNOT Guarantee a job for all students who may be financially eligible.

## QUESTIONS?

Here's who to contact:

### Application process, hiring, paperwork, etc.:

**Samantha Maiarana**  
Employment Coordinator  
Office of Employee Engagement: DS 126  
E-mail: smaieran@daemen.edu  
Phone: 716-839-8325

### Federal Work Study/Work Program eligibility:

Financial Aid Office: DS 111  
Phone: 716-839-8254

### Resumes, cover letters, interviewing:

Career Services  
Office: Wick 2nd Floor  
Phone: 716-839-8334

### Student Payroll:

Bianca Gowanny  
Employee Benefits & Payroll Coordinator  
Office of Employee Engagement: DS 126  
E-mail: bgowanny@daemen.edu  
Phone: 716-839-8325



WILDCAT WELLNESS CREATES A SPACE FOR STUDENTS TO CREATE FUN AND ENGAGING WELLNESS PROGRAMS FOR THEIR PEERS ON CAMPUS.

WANT TO GET INVOLVED?  
EMAIL [HEALTH@DAEMEN.EDU](mailto:HEALTH@DAEMEN.EDU) OR TALK WITH A CURRENT MEMBER FOR MORE INFO!



2020-2021 PROGRAMS!

SMOOTHIE BOWL BAR

WELLNESS FAIR

WILDCAT WELLNESS TGIF

SELF-CARE DAY

#LOVEBETTER

MENTAL HEALTH AWARENESS

STAY TUNED FOR FALL PROGRAMS!



# Daemen College COUNSELING SERVICES

## WELCOME to Daemen's Counseling Services

Daemen's counseling services consists of a group of professionally licensed mental health professionals who are committed to respond to the mental health needs of students in a compassionate, competent, and confidential manner.

### How Counseling Can Help

Counseling can help students develop an increased awareness of their thoughts, feelings, behaviors, and relationships. It can provide them with new skills and help them to recognize and utilize their personal strengths so they can make the changes needed to improve their overall well being.

### Confidentiality

All counseling sessions are confidential. Sessions are protected by state law and professional ethical standards. No information can be released without your written authorization. However, confidentiality is legally limited. The counselor will speak with the student about the limits of confidentiality during their first session.

### Services Provided

Daemen's counselors provide a variety of services to students including individual counseling, group counseling, mediation, and consultation.

### Offering Assistance in the Following Areas

Adjusting to College	Interpersonal Relationships
ADHD	Life Transitions
Alcohol/Substance Abuse	Self-Esteem/Confidence Concerns
Anger	Self-Harming
Anxiety	Stress Management
Depression	Time Management
Eating Disorders	Grief & Loss

### Ways to Make an Appointment

Complete the online inquiry form at [daemen.edu/counselingsupport](http://daemen.edu/counselingsupport)  
Call the CHIP Center at (716) 839-7380  
Email [counseling@daemen.edu](mailto:counseling@daemen.edu)

**Help is just a phone call away...  
Give us a call! 716-839-7380**

# WELCOME TO DAEMEN

## PLEASE NOTE:

IF YOU ARE EXPECTING TO RECEIVE **AP, IB, OR COLLEGE CREDIT** WE ARE IN NEED OF THE APPROPRIATE SCORE REPORT/TRANSCRIPT BY **FRIDAY, AUGUST 7, 2020.**

Official Transcripts/Score Reports should be sent to:

Daemen College  
Office of Admissions  
4380 Main Street  
Amherst, New York 14226  
(716) 839-8225

IF THESE DOCUMENTS ARE NOT RECEIVED BY **AUGUST 7**, YOUR FALL SCHEDULE WILL BE ADJUSTED ACCORDINGLY.

*Thank you for your assistance.*

# CAREER SERVICES



Visit our department located in the Wick Student Center, 2nd floor (in Students Affairs Suite). Our office is open when classes are in session Monday through Friday, 8:30 a.m. – 4:30 p.m.

Walk-ins are welcome and services available to all students and alumni. Call **716-839-8334** to schedule an appointment or go online in WildcatWorks to schedule your appointment.

**Career Services** exists to provide students with the resources, career-readiness skills, experiential opportunities and support to prepare and empower students to achieve their career goals. Career Advisors are available to help develop an individualized career action plan (iCAP), link a college major with career or graduate school plans, create or refine your resume and cover letter and enhance interviewing skills with mock interviews. Students are also able to take personal assessments to help identify the best fit for their passion(s).

- Students are encouraged to participate in academic credit bearing internships locally, nationally or in an international setting. Internship sites include businesses, industries, government, health-related facilities, educational, non-profit and cultural organizations.
- Career Services offers Career Field Experience 97 (CFE 97) which is a non-credit, FREE, prerequisite hybrid course designed to help students prepare their professional documents, learn job seeking and interviewing skills and present themselves in a professional manner. This course is offered every semester and all students are encouraged to participate and register early in their college career.
- Career Services sponsors numerous career-readiness workshops throughout the year in collaboration with other departments. We also host the annual Career & Internship Expo and monthly Recruiters on Campus (ROC) events, which provide students the opportunity to meet employers and organizations, explore internships and job openings.
- Job and internship opportunities can be found on WildcatWorks aka Handshake, a mobile friendly platform for finding jobs, internships, notification of on-campus events and connecting directly with employers.

**4 + 1 = 3** degrees in five years  
2 Bachelor's, 1 Master's degree

BA in **French, Spanish, Math** or **Political Science** plus a

- BA in **Social Work**, then a **Master of Social Work**
- OR-
- BS in **Health Promotion**, then a **Master of Public Health**

*A College Board study shows that double or dual degree graduates are more successful academically and professionally*

**Language and cultural fluency** are a big plus for working with diverse communities in Public Health and Social Work.

**Mathematical and analytical skills** are prized by policy makers for assessment of programs and financing.

**Political Science** is an asset to the creation and implementation of policies in Public Health and Social Work which depend on federal, state and local governments.

*For more information, contact: Dr. Denise Mills: [dmills@daemen.edu](mailto:dmills@daemen.edu)*



# STUDENT PUBLICATIONS



**Insight**, Daemen's student-run online newspaper

Instagram: [daemen\\_insight\\_newspaper](#)

Join our team of student journalists, photographers, graphic designers, and editors to create Daemen's online newspaper. Its purpose is to inform, entertain, and serve the Daemen College community by reporting campus activities and events accurately, ethically, and objectively. The newspaper is student-run, with the support of faculty advisor Dr. Meg Artman.

Meetings are at 4 p.m. on Thursdays in the Oscar Wilde Room, DS 136.

If you are interested in writing for **Insight**, email us at [dcinsight@daemen.edu](mailto:dcinsight@daemen.edu).

[insight.daemen.edu](http://insight.daemen.edu)



**Iconoclast**, Daemen's student

literary magazine

[iconoclast@daemen.edu](mailto:iconoclast@daemen.edu)

Are you a creative writer? How would "author" sound as a line on your list of accomplishments? **Iconoclast**, Daemen's student-run literary magazine, seeks your poetry, fiction, creative non-fiction, essay, genre-bending literary work, and sparkling visual arts (paint, photo, digital, collage, drawing, etc.) for our next issue.

We are also looking for editors, photographers, and graphic designers for the publication. Look for flyers announcing meeting times!

**Iconoclub** is a student-run creative writing collective, created by the editors of **Iconoclast** so they could workshop their own poetry and prose together. The campus community is invited.

For more information, contact us at [iconoclast@daemen.edu](mailto:iconoclast@daemen.edu).

[daemen.edu/academics/areas-study/english/publication-opportunities](http://daemen.edu/academics/areas-study/english/publication-opportunities)

## The Daemen College Library – *more than a building!*



- Online and print resources that support all degree programs
- Free Interlibrary Loan service for books and articles (*If we don't have it, we'll get it for you!*)
- Librarians who can help with your research
- A great place to study with quiet areas and small group rooms.

For more information, visit: [libguides.daemen.edu/home](http://libguides.daemen.edu/home)

# Exciting Checking Accounts for Students of **DAEMEN** COLLEGE

Why settle for the same old checking account, when you can REWARD YOURSELF with LS I \$ave?



- Checking accounts that offer savings deals at local businesses, roadside assistance, cell phone protection, & much more via **I\$ave** mobile app\*
- Deposit checks into your account with your mobile device\*
- Expanded network of surcharge-free ATMS\*
- Branches conveniently located near campus
- Personalized service from experienced team of professionals



Scan to learn more about how **YOU** can save with LS I \$ave!

Follow us on Facebook



**LS** Lake Shore Savings  
*Putting People First.*<sup>TM</sup>



**Richard Greco**

Branch Sales Manager

4950 Main Street | Snyder, NY 14226 | (716) 898-2101 | [www.lakeshoresavings.com](http://www.lakeshoresavings.com)

\* The \$6 per month maintenance fee for the LS PLUS checking account will be waived for students aged 17-21 who are enrolled in a college or university. Other stipulations may apply. Speak to a bank representative for full details.



# Notes



# Notes

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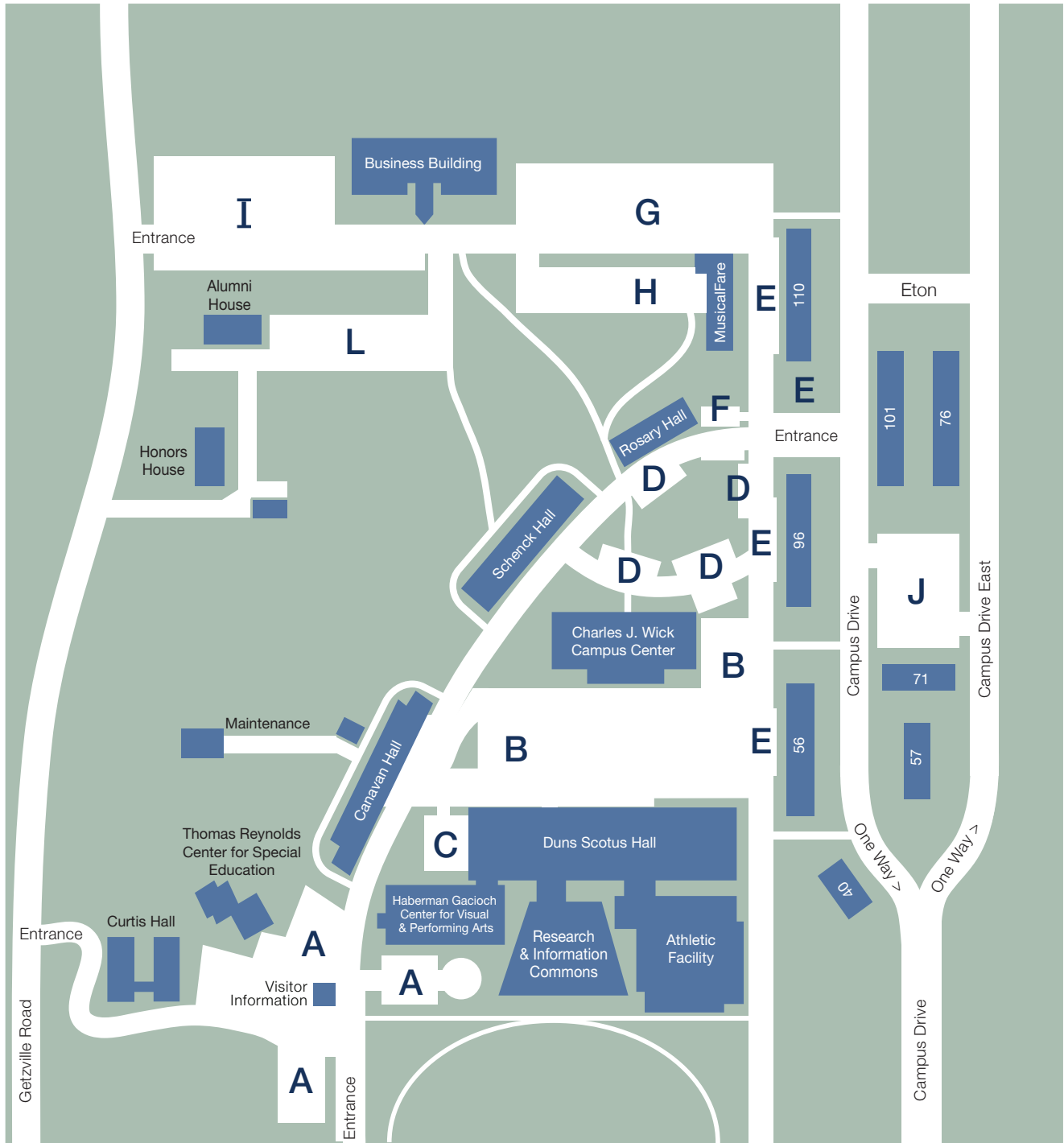
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# Campus/Parking Map



4380 Main Street

**DAEMEN**  
COLLEGE

Academic & Wellness Center

**K**

Amherstdate Road

DAY PARKING ONLY (No parking between 1am and 7am): Lots A, B, D, F, G, K & L  
 DAY/OVERNIGHT PARKING (Parking permitted overnight): Lots E, H, I & J

RESERVED (No parking except for those with special permits or visitors): Lot C