Fall 2021 LL.M. Orientation Information

We are looking forward to welcoming you to St. John's University School of Law and hope that you have been enjoying your summer. So that you may prepare for Orientation and the approaching Fall semester, we are detailing here your orientation schedule. You will be asked to RSVP or register for various Orientation programs and you should continue to check your email regularly for updates.

Orientation for New Students

The Orientation & Intro week schedule is attached to this email. Orientation consists of both mandatory and optional events.

The dress code for Orientation programming is "business casual". That means you do not need to wear a full suit, but relaxed business attire is expected.

New Student Checklist
Complete each of these tasks as you prepare to begin your classes.

- Provide your final official transcripts (if not already provided).
- Submit medical records (including, if still outstanding, COVID-19 vaccination proof ASAP)
- Set up your St. John's email account (IT support 718-990-5000)
- Request your StormCard (or plan to pick it up on campus after arriving)
- Get your Parking Pass if driving to campus
- Check your Fall 2021 course schedule on UIS through the Okta Signon portal
- Pay tuition/settle your account
- Photo Release, Health and Safety Waiver (will be posted week of August 9)
- Complete the additional online trainings once available and distributed via email.

Key Information Ahead of Orientation

Student Handbook

The Student Handbook contains policies and rules that apply to you as a St. John's University School of Law student. You are responsible for familiarizing yourself with the rules, regulations and policies of the University and the Law School and are expected to read and abide by the policies included. The Handbook is available on the St. John's Law website, and will be updated within the next few weeks so be sure to check back for the latest version.

SJU Email Account and the Okta Signon portal

All St. John's University students are assigned a St. John's email account. Your email address will be in the following format: firstname.lastname## where '##' represents the 2-digit year of entry into St. John's University. All official correspondence from the University and the Law

School will go to this email address. You will need to activate your account prior to using your SJU email.

The "Okta Signon portal" is the main gateway that provides access to our registration system (UIS), your student email, and additional important student tools. It is available at www.signon.stjohns.edu.

Detailed instructions—including how to activate your email address and how to log in to the Okta Signon portal—can be found at the Law School IT site, with additional FAQ guidance available on the University Service Desk Support site. If you have additional questions or need assistance, you can call the Information Technology Service Desk at 718-990-5000 (x5000).

ID Card: StormCard

A University identification card ("StormCard") will be required for access to the Law School building and other University facilities. Please be sure to review the information and complete the form HERE. Local students may choose to have the card mailed to them ahead of time. We will allow time to go to the StormCard Office during Orientation, and cards can be made on the spot.

Class Schedule and Book Assignments

You can review your class schedule and obtain the required book information for each class by logging into UIS through www.signon.stjohns.edu, selecting the Student tab, then Registration, then selecting each class to view required materials. Students are responsible for obtaining the expected books or course materials.

Bookstore

If you plan to purchase and pick-up course materials from the bookstore on campus, you will need to print your textbook list from **www.txbk.info/stjohns** before coming to campus. You will need your X-number to find your book list.

Parking

If you plan to park your car on campus, you must purchase a parking permit. Information regarding parking rules and regulations along with parking fees and instructions on how to purchase your permit are available on the University's Parking page. Please apply now and be sure to secure your parking permit in advance of driving to campus.

Lockers

Law School lockers (located on the ground floor) can only be used once you have submitted a request and received a locker assignment. Any unregistered lockers found with locks on them will have the locks removed and their contents will be held by Public Safety for 30 days. After that, items will be disposed of or donated. If you are interested in receiving a locker, please review the full policy and access the request form here: Law School Locker Registration.

Ensuring Our Health and Safety

Although great strides have been made in combatting the COVID-19 pandemic, many states have experienced a recent increase in positivity rates.

With the exception of students awaiting a decision on a request for an exemption, all students were required to upload proof of COVID-19 vaccination by August 1. If you have not yet done so, you should upload this information ASAP, as students out of compliance will not be permitted to take Fall 2021 classes.

The University's health and safety requirements are subject to change to protect the health of our entire community in response to the most up-to-date public health information. Please review all current health and safety policies and stay apprised of any communicated updates to these policies.

You will be required to submit a Photo Release, Health & Safety Waiver before arriving on campus, available before Orientation.

Additional Online Training for All Incoming Students
You will be asked to complete three online trainings, overseen by University Student Affairs:

- *Sexual Assault Awareness for Graduate Students*
- *Diversity and Inclusion*
- *Mental Wellness for Students*

You will receive a separate email with information about how and when to complete these trainings, which are mandatory.