

Dear Student,

Congratulations! I am very excited that you have chosen to continue your college education in the environmental management and technology program at Rochester Institute of Technology. As chair of the Department of Civil Engineering Technology, Environmental Management and Safety (CETEMS), let me welcome you to the College of Applied Science and Technology (CAST) and our department “family”.

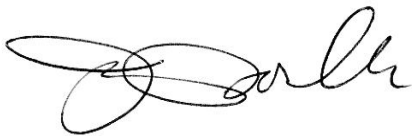
Transferring to a new college is exciting, but it can be overwhelming. I encourage you to read the *New Student Survival Guide* that will be mailed to you in June. It contains a checklist of to-do items and information about the many services and resources that will help you make the most of your experience at RIT. Also, to help you have a successful transition, we recommend that you attend one of the Transfer Welcome programs offered on either July 20 or September 4. More information about this program is in the *Guide*.

Once you have paid your deposit, we will pre-register you for fall quarter classes. Using your RIT Computer Account and password, you will be able to access your tentative schedule online at <http://infocenter.rit.edu>. Please be aware that as we receive official Advanced Placement (AP) scores, official college transcripts, and math placement scores your schedule will be adjusted accordingly. Our advising team will be available to help you finalize your schedule and make any adjustments during Transfer Welcome.

I have enclosed your department checklist and block schedule. These are tools that demonstrate how your earlier work has transferred into our program, and, show your remaining course requirements. The block schedule provides a draft plan for completion of the degree and the checklist is used to monitor your progress through the program. If you have questions regarding this material, feel free to contact Ms. Anne Klug, your academic adviser at 585-475-3169.

I trust that you will find the faculty and staff associated with the CETEMS department very supportive of you as you meet the challenges of your new education. If we can assist as you prepare to transfer to RIT, please contact Amy Sickles, our Program Staff Assistant, at 585-475-7318 or by e-mail alsite@rit.edu. We look forward to meeting you in the fall.

With best wishes,

A handwritten signature in black ink, appearing to read 'John Morelli', with a stylized, cursive script.

Dr. John Morelli, PE, Chair
Department of Civil Engineering Technology,
Environmental Management and Safety