Advising and Academics at RIT Dubai
What Is Academic Advising?

We provide guidance and support to help ensure your academic success

- Support student transition into the university
- Help students navigate course registration and degree requirements
- Focus on academic policies and procedures
- Help students take advantage of the academic resources available to them
- Provide intervention and guidance for any student difficulties
- Collaborate with faculty to ensure seamless support of students
## Who Is My Advisor?

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>ADVISOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>BS Mechanical Engineering</td>
<td>Ms. Jenna Hostetler</td>
</tr>
<tr>
<td>BS Industrial Engineering</td>
<td></td>
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<tr>
<td>Transfer Students: BS Mechanical Engineering</td>
<td>Ms. Ellen Yang</td>
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<tr>
<td>BS Industrial Engineering</td>
<td></td>
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<tr>
<td>BS Electrical Engineering</td>
<td>Ms. Jesel Talao</td>
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<tr>
<td>BS CIT</td>
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<tr>
<td>BS Computing Security</td>
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<tr>
<td>BS Business (Management, Marketing, Finance,</td>
<td>Ms. Alison Williams</td>
</tr>
<tr>
<td>Intl Business)</td>
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</table>
How Can I Contact My Advisor?

In-Person
- Room 118
- Required Appointments and Walk-Ins

Email
- You can also email us directly from your SIS account
- We will email you with essential information so check your RIT email account EVERYDAY
Confidentiality

RELEASE OF INFORMATION FORM

Name (First and Last): ________________________________

Please read this form carefully and fill it out completely.

RIT Dubai is committed to assuring students “attending an institution of post-secondary education access to their educational records” as well as protecting their “rights to privacy by limiting the transferability of their records without their consent” (Family Educational Rights and Privacy Act of 1974).

Except in unusual situations, RIT Dubai will not initiate the release of any information or records to parents and expects students to keep their parents informed of their progress. However, this form gives RIT Dubai permission to release your educational records and information regarding your academic progress, when requested, to the specific individuals whom you designate below.

You must specify the name and relationship of those to whom you give permission to receive academic information about you, and sign and date this form. RIT Dubai will not release your educational records to any other parties not specified below.

Please check one:
☐ I do not give RIT Dubai permission to share my educational records with any individual other than myself.
☐ I give RIT Dubai permission to share my educational records, including final grades and any academic progress updates, with the following individuals:

<table>
<thead>
<tr>
<th>Full Name (First and Last)</th>
<th>Relationship to Student</th>
<th>Email Address</th>
<th>Mobile/Number</th>
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</table>

Student Signature: ________________________________ Date: ____________
Academic Year

2 Semesters – Fall and Spring
- 14 weeks of class + 1 week of final exams
  - **Fall Semester**: September – December
  - **Spring Semester**: January - May

Summer Session – June (optional)
- 5 weeks

Find our Academic Calendar on our website: www.rit.edu/dubai
Course Enrollment

See your academic advisor during your scheduled appointment to select your courses and be registered on SIS!
The Academic Program

1. **Major Courses** (For Depth)
   - Some are required courses, some you can choose from a list

2. **General Education** (For Breadth)
   - Math, Science and Liberal Arts courses
   - Some are courses required by your major, some you can choose from a selection of courses

3. **Free Electives**
   - = ANY university credit-bearing course

4. **Coop**
   - Required work experience (between 12 weeks to 1 year, depending on your program)
Credit System

• Each course is worth a certain number of credits.
• **Credits** = usually # contact hours per week, but not always!
• **Typical courses** carry **3 credits** but can range from **1-6 credits**
• **Typical course load per semester** = **15 credits**
• **Program Length by major**

<table>
<thead>
<tr>
<th>Major</th>
<th>ME</th>
<th>EE</th>
<th>IE</th>
<th>Csec</th>
<th>CIT</th>
<th>Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credits</td>
<td>129</td>
<td>129</td>
<td>129</td>
<td>126</td>
<td>126</td>
<td>123</td>
</tr>
<tr>
<td>Coop Length</td>
<td>50 wks</td>
<td>50 wks</td>
<td>50 wks</td>
<td>24 wks</td>
<td>24 wks</td>
<td>12 wks</td>
</tr>
<tr>
<td>Program Length</td>
<td>5 yrs</td>
<td>5 yrs</td>
<td>5 yrs</td>
<td>4 yrs</td>
<td>4 yrs</td>
<td>4 yrs</td>
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Student Status

**Full-time:**
- A student carrying **12 or more** credit hours per semester
- Overload = **more than 18** credit hours. Students need special permission to carry an overload

**Part-time:**
- A student carrying **fewer than 12** credit hours per semester
- This has implications on scholarship, tuition, honors, etc
## Placement Tests

<table>
<thead>
<tr>
<th>Engineering (ME, EE, IE) Computing Security</th>
<th>Business CIT</th>
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</thead>
<tbody>
<tr>
<td><strong>English:</strong> TOEFL or IELTS</td>
<td>Eng I, II, or III (not eligible for university courses)</td>
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<tr>
<td></td>
<td>Academic Reading &amp; Writing (eligible for some courses)</td>
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<tr>
<td></td>
<td>Writing Seminar (regular university courses)</td>
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<tr>
<td><strong>Math Placement Test</strong></td>
<td>Algebra</td>
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<tr>
<td></td>
<td>Precalculus</td>
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<tr>
<td></td>
<td>Calculus I</td>
</tr>
<tr>
<td></td>
<td>Algebra</td>
</tr>
<tr>
<td></td>
<td>College Algebra</td>
</tr>
<tr>
<td></td>
<td>Applied Calculus or Intro Statistics</td>
</tr>
<tr>
<td><strong>Physics Placement Test</strong></td>
<td>Determines if you need Pre-U Physics or not</td>
</tr>
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</table>
Year One

- Freshman Orientation course – 2 hours per week
  - guide you on academic requirements for graduation
  - inform you of RIT Dubai’s policies
  - introduce you to helpful resources
  - provide you with skills necessary to succeed in university (and beyond)

- Required for all freshmen
  - Optional but *highly recommended* for transfer students

- 0 credits, graded on a Pass/Fail basis
Terminology and Deadlines

**Add/Drop (until January 28)**
- First week of every term where you can add and drop courses without any penalty. You can visit classes you’re not registered in to help you decide.

**Withdrawal (until April 12)**
- To drop a course after the add/drop deadline, you will receive a grade of “W” on your transcript. This does not affect your GPA, but is permanently on your record. You can only withdrawal until the 10th week of the semester.
THANK YOU!

We look forward to meeting each one of you!