



## WE Retreat Frequently Asked Questions (FAQ) March 29, 2019

### **Why should you attend this RIT Accepted Student Open House and the WE Retreat Program if you have already visited RIT?**

We strongly encourage participation, as this is an important program to help participants get to know RIT, Kate Gleason College of Engineering (KGCOE) and the Women in Engineering Program (WE@RIT). Participants will have the opportunity to meet other like-minded women, receive hands-on engineering experiences, meet professors, and experience life as a student at RIT. This program will give participants an edge on confidence as they make their final decision on what college to attend as an engineering student. Many participants meet their future roommates and families have the opportunities to set personal appointments for financial aid, academic assistant support, etc.

### **How do you register and fill out the appropriate forms?**

Though you are invited as a result of your acceptance to the Kate Gleason College of Engineering (KGCOE) at RIT and the program is FREE, **REGISTRATION IS REQUIRED by March 22, 2019!**

1. Online program Registration (<http://we.rit.edu> , see “New Students” then “WE Retreat”).
2. WE Retreat Participant Questionnaire, also at same website location as Registration above.
3. If applicable: Print and bring Travel Subsidy and W-9 Form, along with all appropriate receipts, to check-in.

### **What if you register but then have a change of plans?**

WE@RIT would like to be notified if participants are no longer able to attend the event so we can rearrange room assignments and schedules, and accept other participants who may be on the waiting list.

### **You weren't able to register for this event. When will the next one be?**

We offer this program annually for accepted RIT women engineering students. You may want to participate in WE're in Motion (our pre-orientation program during August). In addition, if you want to visit our campus on another date, please contact the Admissions Office.

### **What is the agenda for the WE Retreat?**

The agenda is posted on the website under “New Students” then “WE Retreat”.

### **Where will you be spending the night?**

Participants will be staying with an RIT female engineering student either in their dorm room or on-campus apartment. RIT students have volunteered and been selected to host participants to experience life at RIT as a student.

### **What meals will be provided?**

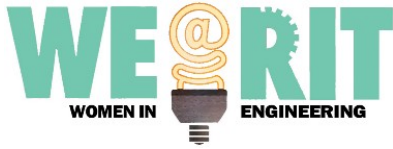
A Continental Breakfast is provided for parents and participants on Friday, March 29<sup>th</sup> from 9:00am – 10:00am. Lunch on Friday, March 29<sup>th</sup> is for program participants with faculty members and RIT students in the College of Engineering. Participants will have dinner at an RIT Student Dining Hall on Friday night for a buffet style all you can eat dinner.

### **Will you be able to observe a class?**

Yes, all participants are scheduled to visit one class for a brief observation. These are pre-arranged based on availability and are meant to see what RIT classroom environments are like. Participants will be pre-assigned to one available class – not necessarily based on major. It will be a 35 minute observation.

### **What are the evening activities?**

The host students are provided with ideas to show them around campus. All are very excited to host a participant, share their RIT “favorites” and introduce their friends. There are no planned activities; however, we have made ice skating available in the Ritter Arena. They may want to bring long socks in case they choose to do that activity. They can experience RITZ Sports Zone or Engineering House later in the day if they choose.



## WE Retreat Frequently Asked Questions (FAQ) March 29, 2019

### What should you wear?

Participants must wear closed toe shoes. Clothing can be casual attire. With the amount of walking being done during the program, **please wear comfortable walking shoes**. Please bring appropriate outerwear to walk outside in case of rain or snow (yes snow ☺).

### What is the Travel Subsidy Form?

A Travel Subsidy is available to help offset travel expenses for some attendees. The Travel Subsidy Overview and Form is available on the WE@RIT website. The subsidy payment chart indicates the maximum amount the student will be reimbursed.

### Will you receive the Travel Subsidy if you decide not to commit to attending RIT as a full time student?

Yes.

### How will you receive the Travel Subsidy payment?

Payments will not be processed until after the program occurs. **WE@RIT must have the Travel Subsidy Form, W-9 Form with all the information completed, and copies of travel receipts by the date listed on the Travel Subsidy Form.** WE@RIT will process the proper forms, and a check will be mailed. Processing takes approximately 60 days, so expect payment around mid-June.

### What is the TIN number on the W-9?

The parent provides their social security number.

### If you are flying in, using Uber/Lyft or taking the train, how do you get to RIT?

WE@RIT does not provide transportation to the RIT campus. You may use any taxi service you choose. RIT has made arrangements with some transportation companies. They are listed on the [RIT Transportation website linked here](#). FYI: The taxi service from either the airport or train station is usually ranges from \$20-\$25.

We can direct you where to be dropped off once we know your arrival time. RIT students are not allowed to provide transportation to and from the airport or off campus for insurance reasons.

### Can parents attend or observe program activities?

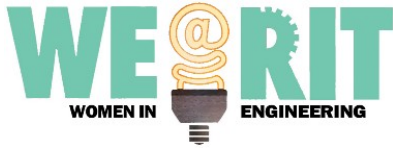
Parents, family members, and guardians are invited to join us on **Friday morning from 9:00 – 11:00am** for informational tables followed by an Information session with RIT KGCOE faculty and various RIT representatives. Parents are then excused and participants continue with the WE Retreat Program. Parents will be on their own for the day to enjoy Rochester and get to know the RIT campus. Participants and their families will be reunited on Saturday morning in order to attend the RIT Accepted Student Open House program, which begins at 8:15am. See program schedule for details.

### What kinds of activities are available for parents and families while visiting Rochester?

There is a link called “Visit Rochester” on the WE@RIT website for you to reference. You may also want to use this time to schedule appointments with Financial Aid, Admissions, Academic Support, etc. There will also be optional campus tours and a library tour, which you can sign up for in the Friday morning session.

### Where can parents stay for the event?

Please reference the RIT Undergraduate Admissions website for area hotel options:  
<http://www.rit.edu/emcs/admissions/visit/info/area-hotels>



## WE Retreat Frequently Asked Questions (FAQ) March 29, 2019

### **Who should you contact in case of an emergency?**

RIT Campus Safety department handles all emergencies on campus. Contact information is given below.

Emergency number: 585.475.3333                      Non-emergency number: 585.475.2853

AIM Instant Message: RITPublicSafety

RIT Public Safety Website link: <https://www.rit.edu/fa/publicsafety/>

The WE@RIT staff is available during the program events from 8am – 5pm at 585.475.6321. When possible, we encourage the RIT host students to be in contact with participants beforehand, so you may get their contact information as well.

### **Can you be part of the WE Retreat program if you are a Commuter to RIT?**

Yes, commuters can enroll in this program and be engaged in all the activities. We want you to be part of the community and meet the professors and your fellow students. All participants have the option of spending the night with a current female engineering student or returning home after the Friday activities have ended (~5pm).

### **What if I am traveling a distance? Can I stay overnight on Thursday – Saturday?**

We can accommodate students traveling in from afar on Thursday and Saturday nights, in addition to Friday night. Just be sure to note it when you register so we can make the necessary arrangements.

### **When will the families be able to reconnect to attend the RIT Admissions events on Saturday?**

You may pick up your participant between 8:15 and 9:00am in the Grace Watson Lobby in Grace Watson Hall (please refer to the map on the website). The host students will bring them to this location.

### **Should you bring money?**

Meals will be provided, however, it may be a good idea to bring extra money for extracurricular activities, snacks and/or a visit to the RIT Barnes & Noble University Book Store.

### **Are participants allowed to go off campus?**

No, all activities are on-campus. Visits to Park Point (the RIT Bookstore) are considered on-campus.

### **What happens if participants do not follow the behavior contract?**

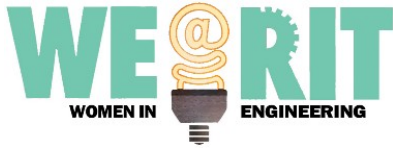
The Participant RIT/WE@RIT Conduct Contract Form is on the WE@RIT website under “New Students” and “WE Retreat”. It is signed off by the participant in the Participant Questionnaire. Visiting students are expected to follow the program agenda and actively participate with their peers (unless previous arrangements are made). If a student leaves the group during the day and/or does not follow the behavior contract, the College of Engineering Staff or RIT Campus Safety will be contacted. The participant will be dismissed from the program, and parents will be responsible to arrange transportation for their participant to return home.

### **What happens if RIT student volunteers do not follow the behavior contract?**

The Student Volunteer RIT/WE@RIT Conduct Contract Form is on the WE@RIT website under “New Students” and “WE Retreat”. It is signed off by the volunteers during program training. If a volunteer violates any of the stated policies, it could lead to disciplinary action and could prevent future participation or future hosting of a participant.

### **Are there access services available?**

Sign language interpreting or real-time captioning is available upon request.



## **WE Retreat Frequently Asked Questions (FAQ)**

**March 29, 2019**

### **Is there a mailing list?**

Yes, please email: [WE@RIT.edu](mailto:WE@RIT.edu) and request to be added to the mailing list. Include parent name, preferred email address, participant's full name, mailing address, email address, participant's date of birth, school district, current grade of participant and phone number for both parent and participant. Also, if you are on the mailing list by accident or would like to be removed, please notify us via email.

### **Can you be part of the WE Retreat program if you have been accepted to another college within RIT? (for example College of Engineering Technology or Golisano College of Information Systems - GCIS)**

This program is only for the engineering programs within the Kate Gleason College of Engineering.

These majors include: Engineering Exploration, Mechanical Engineering, Industrial and Systems Engineering, Electrical Engineering, Computer Engineering, MicroElectronics Engineering, Biomedical Engineering, and Chemical Engineering. Participants cannot attend this program if they have not been accepted into the Kate Gleason College of Engineering.