2007-2008
Information for New and Readmitted Graduate Students
To New Graduate Students:

Welcome to Stony Brook and to the Graduate School! We are delighted that you have chosen to continue your studies at Stony Brook University and I offer my personal congratulations on your getting admitted to such a great school. I also want to thank you because graduate students are the lifeblood of a research university and your presence here will enhance our creative, research and scholarly programs and the academic lives of our faculty.

Your timing is excellent as Stony Brook is in an exciting phase of development. We just celebrated our 50th anniversary, marking decades of monumental growth since awarding our first Ph.D. in 1966. By 1995, the National Research Council ranked Stony Brook as the best public research university in the Northeast. Studies of faculty productivity regularly place us in the top ten public universities, and the London Times Higher Education Supplement ranked Stony Brook in the top 150 universities in the world and top 50 in U.S. Funded research exceeded $124M last year and is growing steadily. Not bad for a young University and your efforts here will help us to take the next step.

You’ll see that the campus is in a building phase. Stony Brook University Hospital’s Major Modernization Project (MMP) is in its fourth year of implementation, where the building will be expanded and renovated to improve its services to the community. The hospital remains as the largest hospital in the county, the only academic medical center on Long Island, and the only tertiary care hospital in Suffolk County. Last year, Stony Brook also expanded after purchasing the Southampton Campus, which will primarily offer undergraduate courses. We recently constructed the Charles B. Wang Center for Asian American Cultural Studies with its wonderful facilities including an Asian food court, our Stadium, the new Humanities and Heavy Engineering buildings.

Long Island is an extraordinary intellectual center with Stony Brook being placed midway between the nation’s premier Department of Energy research laboratory (Brookhaven National Laboratory) and the nation’s leading privately funded Biological Research Laboratory (Cold Spring Harbor Laboratory). Our students also enjoy access to advanced doctoral courses in New York City as the result of Stony Brook’s membership in the Inter University Doctoral Consortium. Long Island is a beautiful place to live, surrounded by beaches, richly endowed with vineyards on the East end, filled with beautiful hamlets, like Cold Spring Harbor, Sag Harbor and Stony Brook village, and, of course, within easy reach of Manhattan.

Stony Brook’s future depends a great deal on its ability to recruit and to retain outstanding graduate students so the Graduate School, the Administration and the faculty extend a warm welcome to you. We are committed to helping you realize your professional goals, so please don’t hesitate to contact us if you think we can be of any assistance.

Sincerely,

Lawrence Martin

Dean, The Graduate School
Pre-Registration Checklist

Name:________________________________   ID#______________________

☐ YOUR FILE IS COMPLETE. You do not have any registration holds. See you at Orientation!

☐ ATTENTION! As of ____________ , your file is incomplete. To avoid registration delays, please send any of the specified items that are checked off in the two columns below by return mail to the Graduate School. Unless otherwise noted, until you send these items to the Graduate School, you will not be able to register for the upcoming semester.

☐ An official final transcript showing degree earned and date of award. Please request one from:

__________________________________________________________________________

Until receipt of this transcript, you will have a registration hold for the following semester:

___ Summer 2007  ___ Fall 2007  ___ Spring 2008

☐ Missing official TOEFL scores or waiver
You listed a language other than English as your native/primary language on your application. TOEFL or IELTS scores must be received directly from ETS to Stony Brook’s institution code: 2548. The Graduate School cannot accept photocopies or the student’s personal examinee copy. Please be in contact with your Graduate Program Coordinator to see if your scores have been received by the University.

If you graduated from a U.S. college/university or received a 550 or above on the verbal section of the GRE exam, please contact your Graduate Program Coordinator about petitioning the Graduate School for a waiver of this requirement.

☐ Missing official GRE scores
All GRE scores must be received directly from ETS to Stony Brook’s institution code: 2548. The Graduate School cannot accept photocopies or the student’s personal examinee copy. Please be in contact with your Graduate Program Coordinator to see if your scores have been received by the University.

☐ Proof of Permanent Residency status

☐ Missing ___ letter(s) of recommendation

☐ Missing activities
The Graduate School requests on its application that students account for all activities (education, work experience, etc.) following graduation from high school and college. Upon review by the Graduate School, your application did not account for the years noted in this hold. Please provide a brief statement in writing to the Graduate School accounting for this time period.

☐ SPEAK test required upon arrival
If you are:
• A new Doctoral student
• A new M.A. student with a Teaching Assistantship
• A new M.B.A. student

AND
• Listed a language other than English as your native/primary language

You must take a SPEAK test to determine speaking language proficiency.

You will receive further information about signing up for a SPEAK test upon arrival at Orientation.

☐ Conditional Admit hold
Your GPA from your prior institution (for the Bachelors or Masters degree) falls below a 3.0. After your first semester grades are posted, the Graduate School will review your academic progress and remove the hold if you have met the conditions of your admittance.

You have a registration hold for the following semester:

___ Fall 2007  ___ Spring 2008

Please mail items to:
Stony Brook University
Graduate School
2401 Computer Science Building
Stony Brook, NY  11794-4433

Stony Brook University is an affirmative action/equal opportunity educator and employer. If you need a disability-related accommodation, please contact the Disabled Student Services Office at 632-6748/TDD.
Before Arriving at Stony Brook

- Please forward any outstanding items that are indicated on the Pre-Registration Checklist to the Graduate School.
- Apply for on-campus housing (if applicable) if you have not already done so. If you want to apply for on-campus housing, please see pages 8-10 of this booklet for instructions.
- Forward completed health forms included in this booklet to Student Health Services.
- Have you contacted the Financial Aid Office? If you are a New York State resident and a full-time student, you must apply for tuition assistance under the Tuition Assistant Program (TAP).

Arriving at Stony Brook

- Orientation
  All new students must attend Orientation before registering. An information packet detailing the day’s events will be mailed. Students will receive valuable information about registration and University policies and procedures at Orientation.
  International students must check in with International Services and pay the international student orientation fee prior to registration. For additional information, see the section “International Students” on page 7.

- Advising
  After attending orientation, consult with your department or program advisor to ensure that your selection of courses fulfills the program requirements. Most departments have group or individual advisement sections for new students. Contact your Graduate Program Director for additional details.

- Registration
  Fall 2007 semester classes begin September 1st. Spring 2008 semester classes begin January 28th.

- Schedule of Classes
  Students may view course offerings online via their Solar System account by selecting the Class Search link. This link provides students with a listing of course offerings, with class day/time, location, instructor, etc. Class Search provides up to the minute course information. Students can also view class schedule pages that are updated weekly. They are available on the Registrar’s Office website: www.stonybrook.edu/registrar. Students should select the “Class Schedule” link for PDF formatted course offering pages.

- Student Status
  G1-First year Master’s student. G1 students must register for 12 credits per semester.
  G2-Advanced Master’s student who has completed twenty-four or more graduate credits or a Master’s degree in a closely-related graduate degree program at Stony Brook University, are coded as G2. G2 students must register for 9 credits per semester.
  G3-First year Doctoral student. G3 students must register for 12 credits per semester.
  G4-Advanced Doctoral student who has completed twenty-four or more graduate credits or a Master’s degree in a closely-related graduate degree program at Stony Brook University, are coded as G4. G4 students must register for 9 credits per semester.
  G5-Advanced graduate student enrolled in a doctoral degree program that has been advanced to candidacy for the doctoral degree by Day 10 of a semester or term are coded as G5. G5 students must register for 9 credits unless instructed otherwise.

  A G1 will be automatically converted to a G2 when the student has completed 24 or more graduate credits at Stony Brook; a G3 will be automatically converted to a G4 when the student has completed 24 or more graduate credits at Stony Brook; Incompletes are not considered as completed credits. The conversion of G4 to G5 is an administrative change that is done by the program and the Graduate School upon advancement to candidacy.

- Late Registration: Students failing to register for at least one course prior to the first day of the semester will be subject to a late registration fee of $40. Students are advised to read the semester’s “Academic Calendar” for information on deadline dates, the first day of classes, last day to register, etc. The Academic Calendar for Graduate School students is available on the Registrar’s website: www.stonybrook.edu/registrar. Select the “Calendars” link to view current semester Academic Calendar. The last day of late registration is day 15 of classes for both Fall 2007 and Spring 2008. Consult the tuition liability schedule for charges related to late add/drops, swaps, and withdrawals: http://ws.cc.sunysb.edu/bursar/policy.shtml#refund

- Campus Housing
  Graduate students may check in to their campus housing assignment as early as the Monday before classes start. (Accommodations will be provided for earlier check-ins. Contact Campus Residences for more information.) Billing will begin at check in. For additional information, see the section “Housing” on pages 8-10.

- University ID
  Students must obtain a University ID Card. This is a multipurpose card used for Campus ID, Meal Card, Library Services, Debit Card Program, vehicle registration and other services. The Campus Card Office is located in the Administration Building, Room 103. Office hours are Monday - Friday 9:00 a.m. – 4:30 p.m. For further information, please call 632-6517. For Campus Card East, the Office is located on the third level of the Health Science Center, Room 162, Office hours are Monday, Wednesday, Friday 8:30 a.m. to 4:00 p.m.; Tuesday 10:00 a.m. to 7:00 p.m. and Thursday 7:30 a.m. to 3:00 p.m.

- After Arriving at Stony Brook

  - Regulations
    Each graduate student is responsible for abiding by the rules and regulations in the Graduate Bulletin as well as by the Academic Calendar deadlines published in the Schedule of Classes and on the Registrar’s website: http://www.stonybrook.edu/registrar. These regulations apply to all students, whether full-time, part-time, in-residence or off-campus. The Graduate Bulletin is available on the web at http://www.grad.sunysb.edu. If you have not received a bulletin please contact your graduate program office.

  - Transfer of Credit
    A maximum of twelve graduate credits may be transferred to a degree program at Stony Brook University with the approval of the program and the Graduate School, provided they have not been used towards the satisfaction of any degree requirements here or at another institution. This includes credits taken as a non-matriculated graduate student at Stony Brook, as well as credits taken elsewhere. Please refer to the Graduate Bulletin for more information.
Finance

Tuition, Fees and Living Expenses
All fees and charges are as of 1/07 and are subject to change without notice.

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<thead>
<tr>
<th></th>
<th>First Semester</th>
<th>Second Semester</th>
<th>Academic Year</th>
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<tbody>
<tr>
<td><strong>Tuition</strong></td>
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<tr>
<td>Full-Time Graduate Student (G1 or G3 – 12 credits)</td>
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<tr>
<td>New York State Resident</td>
<td>$3,450.00</td>
<td>$3,450.00</td>
<td>$6,900.00</td>
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<tr>
<td>Out-of-State Resident</td>
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<td>Full-Time Graduate Student (G2 or G4 – 9 credits)</td>
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<tr>
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<tr>
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<td>$8,190.00</td>
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<tr>
<td>Part-Time or G5 Graduate Student (G1 through G5 – per credit hour)</td>
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<tr>
<td>New York State Resident</td>
<td>$288.00/per credit hour</td>
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<tr>
<td>Out-of-State Resident</td>
<td>$455.00/per credit hour</td>
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<tr>
<td><strong>Comprehensive Fee</strong> (includes College, Infirmary, Transportation and Technology Fee)</td>
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<tr>
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<td>Part-Time Student</td>
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<td>$34.75/credit</td>
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<td><strong>Student Activity Fee</strong></td>
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<td>Part-Time Student</td>
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<td>7.00/term</td>
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<tr>
<td><strong>Miscellaneous Fees</strong></td>
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<tr>
<td>International Student Service Fee</td>
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<tr>
<td>Late Registration Fee</td>
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<td>Late Payment Fee</td>
<td>$40.00/up to $150.00</td>
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<tr>
<td>Late Add/Drop Fee</td>
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<td>Lost Identification Card Fee</td>
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<td>Returned Check Fee</td>
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<td>Transcript Fee</td>
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<tr>
<td>Health Insurance Fee</td>
<td>Various</td>
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**Important:** It is the student’s responsibility to review, understand and abide by the University’s regulations and procedures according to the requirements and deadlines as described in official publications including the University’s Bulletins and class schedules.

Payment of Tuition and Fees
All fees and charges must be paid in full or properly deferred prior to registration or the payment due date. After registering for classes, all students will receive a billing statement for tuition and fees with instructions for making payment. It is the student’s responsibility to pay his or her student account after registration. Students with guaranteed tuition scholarships are still responsible to pay registration-related fees by the due date shown on the billing statement. All tuition, fees and charges must be paid in a timely manner, regardless of whether a billing statement has been received.

Payments made by check or money order must be made payable to Stony Brook University. Payments may be:
- Paid in person at the Bursar’s Office in the Student Services Lobby of the Administration Building.
- Mailed to P.O. Box 619, Stony Brook, NY 11794. Do not send cash.
- Paid through our SOLAR System by credit card (Visa, MasterCard, Discover or American Express) or electronic check.

Any payment that fails to clear is subject to a $20.00 handling fee, and may be subject to a $40.00 late payment fee. All payments should include your University ID number for prompt and proper credit to your account. Mailed payments must be postmarked by the due date to avoid the late payment fee. University fines (e.g. traffic and library) must be paid by check or in person.

**Billing Address:** University billing statements are sent to the permanent or home address on file with the Registrar’s Office. International students will receive their statements at their local address. The student is responsible for making sure that a correct address is on file and must inform the Records Office of any change of address. Students are required to make full payment by the payment deadline to avoid the assessment of a $40.00 late payment fee. Late payment fees are cumulative up to $150.00 per semester. Failure to receive a bill due to an incorrect address will not be accepted as a reason for waiving the late payment fee. Students failing to meet financial obligations incurred while in attendance at Stony Brook University will have their bills transferred to private collection agencies and/or the New York State Attorney General’s Office for collection, and will be subject to additional interest and/or collection fee charges.
Fees Liability

Web Registration/Course Enrollment via the SOLAR System:
Stony Brook students have access to the Web for on-line registration via the SOLAR System (Student On-line Access to Records). The SOLAR System allows students to:
- enroll for courses, add, drop, swap or waitlist for some classes
- view academic records, financial aid and billing information
- update personal information
- check student employment opportunities.

To get to the SOLAR System, simply go to the Web site: www.stonybrook.edu/solarsystem. If you need additional assistance, please refer to the SOLAR System Info site at: www.stonybrook.edu/solarsystem/info. Go to the “For Students” link for a tutorial on how to use the SOLAR System. Students will need their Stony Brook ID to access the SOLAR System. New students will receive Stony Brook ID upon admission; the initial password will be your six digit birth date (mm/dd/yy).

E-mail Messages and Alerts: Many announcements and important communications to students will come in the form of e-mail and Solar Messages, To Do Items, Holds, etc. Therefore, to receive e-mail notifications and to inform you that you have messages waiting for you, it is vital that your e-mail address is accurate and up-to-date. You may update your e-mail address on the SOLAR System. Students are advised to sign into their SOLAR System account frequently to read their messages, holds and To Do items. Students will find important information regarding: holds on enrollment transactions, departmental permission to enroll, financial aid requirements, Health compliance issues that need responses, etc. Instruction about what you need to do and whom you must contact will be displayed. Holds must be resolved in a timely manner or will result in a student’s inability to enroll.

Late Registration: Students registering on or after the first day of classes shall be required to pay a late registration fee of $40. The late registration period ends at the close of day fifteen of classes. Tuition, fees, and other University charges assessed on each billing statement will be due in full by the due date. Students must have proof of approved aid, waivers, or scholarships in order to properly defer payment. Students should apply early for any financial aid in order to have their account paid before the University billing due dates. Late fees will not be removed based on pending financial aid.

Withdrawals: A student who is given permission to cancel registration or who is withdrawing from classes shall be liable for payment of tuition and all fees in accordance with the appropriate tuition liability schedule. Non-attendance of classes is not considered an official withdrawal, and does not relieve the student of financial obligation, or entitle the student to a refund; non-payment does not constitute an official withdrawal from the University. Students who decide not to attend after registering must formally withdraw and obtain approval of the Graduate School by submitting a “Retroactive Withdrawal” form. All refunds or adjustments of charges are based on the date of the withdrawal. Students should consult with the Student Billing Office regarding any questions they have on billing and tuition liability.

Students may visit the website: http://ws.cc.sunysb.edu/bursar for information on deadlines, liability, etc. Even after an official withdrawal, the student will be subject to financial liability according to the published tuition liability. Students who register for courses and who do not file the appropriate withdrawal or do not drop before the end of the fourth week of classes are liable for full charges.

### Office of the Registrar
276 Administration Building (631) 632-6175; Select Option 1 for Registrar’s Office
Web Site: www.stonybrook.edu/registrar

### Office of Student Financial Aid Services
180 Administration Building (631) 632-6840
Web Site: www.stonybrook.edu/financialaid

The Office of Student Financial Aid Services will assist you in maximizing your financial aid opportunities by providing you with information about available grants, work opportunities, and student loan programs. Students must adhere to all application deadlines to obtain maximum financial aid.

The Office of Student Financial Aid Services is open:
Monday, Wednesday, Thursday and Friday
8:30 a.m. - 4:00 p.m.
Tuesday 10:00 a.m. - 6:00 p.m. (When classes are in session)

To begin the application process you must complete and sign the FAFSA (Free Application for Federal Student Aid). Go to FAFSA on the Web (http://www.fafsa.ed.gov) and apply online (students who applied for aid last year may be able to complete a Renewal FAFSA application online). When you apply online, you get your results faster. In addition, help with filling out your FAFSA is built into the system, so you’ll know what to do as you go along. If you prefer not to apply online, you can mail a paper FAFSA to the federal processor.

New York State Tuition Assistance Program (TAP): New York State residents who have lived in the state for twelve months are eligible to apply for the Tuition Assistance Program. Applicants must be full-time students and either citizens of the United States, permanent resident aliens or paroled refugees. Refer to the Graduate Bulletin for eligibility regulations. Students who file a FAFSA electronically at http://www.fafsa.ed.gov will be able to link to their online TAP application at the end of the FAFSA session. If students miss the NYS link, or decide to mail a paper FAFSA, they may go to Students, Families and Counselors at http://www.hesc.org to complete the application process. The graduate student code for Stony Brook is 5430.

Upon receipt of your completed FAFSA, the Office of Student Financial Aid Services will conduct an analysis of your eligibility for financial aid. You will then be offered an award package and receive notification that you have been packaged. You can view and accept your financial aid awards on the SOLAR SYSTEM at http://www.stonybrook.edu/solarsystem.

Time Option Payment Plan: The Office of Student Accounts offers the Time Option Payment Plan, which allows for the payment of your student account on a monthly basis throughout the semester. This plan is not a loan, so there is no credit check, interest or finance charges. The only cost is an enrollment fee to help defray the administrative expenses of the program. Enrollment forms are found in the Dollars and Sense Guide, on the Bursar’s web page at (www.stonybrook.edu/bursar) and also are available in the Student Services lobby in the Administration Building. For more information, contact Student Accounts at 631-632-2455.

Deferment of Payment
Certain types of awards that have been accepted but have not yet been disbursed to the student’s University account are considered “anticipated aid.” Award estimates, stipends, work-study, and student reported awards are not recorded as anticipated aid. In addition, anticipated aid that is not disbursed after a period of time will expire and will no longer be taken into account against any outstanding
University charges. Please note that if your aid has expired, it can still be disbursed to your account once the disbursement hold is resolved. To avoid potential late fees and registration blocks, it is important to promptly follow up on all required documents.

The following documentation is needed to defer payment.

- **Office of Vocational Rehabilitation (OVR):** OVR voucher showing the amount of support.
- **Private Scholarship:** Award letter from the donor must be submitted and the scholarships must be paid directly to the University. Power-of-attorney is required.
- **Activity Fee Waiver:** Approval notice from the Graduate Student Organization.
- **Employee Tuition Waiver:** Properly completed and approved Employee Waiver Form signed by Stony Brook’s Office of Human Resources.
- **Cooperating Teacher Waiver:** Valid Tuition Waiver Certificate Form, not expired.
- **Veterans Administration Educational Benefits:** Copy of deferment form prepared and approved by University Office of Veterans Affairs

### Student Health Insurance Plans, and the Health Insurance Office

(631) 632-6054; 632-6376; 632-6144

There are four health insurance plans available to graduate students, depending on citizenship and employment status. The required Student Health Insurance Plan (SHIP) is automatically billed to University accounts of United States citizens and permanent residents who are full-time matriculated students. Students enrolled in three-quarter time are also eligible for this insurance plan, but must complete a paper enrollment form. The International Student and Scholar Health Insurance Plan is mandatory for all full-time students arriving on non-immigrant visas (see section below regarding the International Insurance Plan, and for information on waivers). The Graduate Student Employee Union (TA/GA), and Research Foundation Graduate Student Employee (RA) Health Plans are available for eligible graduate students employed through Teaching Assistantships, Graduate Assistantships and Research Assistantships.

The Student Health Insurance Office is located in the West Campus Infirmary (Student Health Service Building), and is open Monday through Friday, 9:00 a.m. - 4:15 p.m.

### Required Student Health Insurance Plan (SHIP)

This plan covers a broad range of medical services both on and off campus including hospitalization, physician visits, x-rays, diagnostic testing, surgery, emergency room, etc. Students may use Chckering (AETNA)-network medical providers, or select their own providers. Annual cost for 2006-2007 was $1,001 for students; costs for dependents ranged $706-$3,368, depending on the period of coverage selected and the number of dependents enrolled. Automatic student enrollments are made at the beginning of each semester via the SOLAR System.

Coverage begins on either August 16th or on January 16th. Delayed payment may be made through educational loans/grants, or the Time Option Payment Plan. Three-quarter time students and dependents must enroll by either September 30th or February 28th. Complete information and enrollment materials are available at the Student Health Insurance Office. Benefits and premium costs are subject to change each year. Estimated premiums for 2007-2008 are not available at this time.

### Mandatory International Student and Scholar Health Insurance Plan

The International Student and Scholar Health Insurance Plan, provided by the State University of New York, is mandatory for all students in F-1, F-2, J-1 or J-2 status. The plan is required for all other foreign students. The charge is automatically billed to the student’s account. Waivers for the insurance plan are rarely granted, and only for documented comparable coverage. Waivers are accepted only through the end of the second week of classes. For more information, contact the Student Health Insurance Office.

Some international graduate student employees (TAs, GAs, and RAs) may be eligible for insurance coverage through their employment. Eligible F-1 TAs and GAs must enroll in this employee insurance plan. F-1 RAs must enroll in either the employee insurance plan, or remain on the international student insurance plan. All TAs, GAs, and RAs, including those insured under an employee insurance plan, must pay for medical evacuation and repatriation coverage through the international student policy (2006-2007 cost was $63 for the year). J-1 students with graduate stipends remain on the international student insurance policy, and the cost of the international policy will be partially underwritten by SUNY or the Research Foundation. Consult the Student Health Insurance Office with any questions regarding employment status or employee insurance.

Registered F-1 and J-1 students who are covered as dependents of students with either TA/GA or RA insurance must apply for a waiver if they wish to remove the mandatory insurance charge. This must be done no later than the end of the second week of classes. Non-immigrant TA/GAs and RAs will be charged for international student insurance for any months they are not covered by either the TA/GA or RA insurance plans, including winter and spring breaks, and summer months.

The international insurance plan covers all medical expenses up to $100,000 per illness or accident, provided the student first visits the West Campus Student Infirmary. It covers 100% of the first $4,000 of medical bills, and there is a co-payment of 20% for the next $3,000 of medical expenses. Eye and dental examinations, and well-care are not covered. Students are covered worldwide except in their home country. A separate dependent policy is available but must be applied for at the Health Insurance Office either within 30 days of arrival, or within 30 days of the start of the academic year. The fees for dependents are more expensive than those for students. The annual cost for the 2006-2007 international health insurance plan (including medical evacuation and repatriation) was $849 (8/15/06-8/15/07). Fall semester only (8/15-1/15) was $353.75; Spring/Summer (1/15-8/15) was $495.25. Costs for dependents range from $82 per month for children, to $151 per month for spouses. Insurance premium fees and benefit coverage are subject to change each academic year. The rates for 2007-2008 are not available at this time. Booklets and fee schedules are available at the Student Health Insurance Office.

### Graduate Student Employee Plans

Graduate student employees (Teaching Assistants [TAs] and Graduate Assistants [GAs]) are eligible to enroll in a comprehensive health insurance plan negotiated under the auspices of the Graduate Student Employee Union (GSEU). Research Assistants (RAs) may enroll in the Research Foundation Graduate Student Employee Health Plan. Both provide substantial coverage for enrolled graduate student employees and for their dependents or eligible domestic partners. Coverage includes medical care for emergencies, hospitalization, office visits, prescriptions and many other services, with discounts for dental and vision care. Non-immigrant graduate student employees should read the section above on International Health Insurance for additional information.

**THE GRADUATE SCHOOL 5**
The Research Foundation and State University of New York (SUNY) pay 90% of the cost of individual coverage and 75% of the cost of dependent coverage. The student pays the balance through payroll deductions. Both the SUNY and Research Foundation plans are administered through the Student Health Insurance Office in the Student Health Service Building, West Campus.

To enroll in either health insurance plan, eligible RAs, GAs and TAs must complete an enrollment form within thirty days of the appointment. Special orientations are held during the fall semester to provide students with detailed information and enrollment forms. If you have questions regarding health insurance eligibility and enrollment as a graduate student employee, please send an e-mail message to ilcoleman@notes.cc.sunysb.edu or call 631-632-6144. More information about graduate student benefits can be found on the Human Resource Services Web site at: http://www.stonybrook.edu/hr.

Student Health Services
Student Health Services, located on the first floor of the Infirmary Building, provide for the health needs of registered students. The Medical Clinic, staffed by board certified physicians, physician assistants, nurse practitioners and nurses, offers treatment for a multitude of medical and minor surgical problems. Specialty services such as gynecology and dermatology are also available by appointment. All information is confidential. There is a mandatory infirmary fee for all full-time registered students and part-time day students. Fee-for-service care for part-time evening students is available.

The Health Service hours are Monday through Friday, 8:00 a.m. to Noon and 1:00 p.m. to 5:00 p.m.; Tuesdays 8:00 a.m. to 7:30 p.m. during the semester; 8:00 a.m. to Noon and 1:00 p.m. to 4:00 p.m. in the summer and intersession. In an emergency, students may use the Emergency Department of University Hospital on a fee-for-service basis (not covered by the infirmary fee). Adequate health insurance is important to help pay for such services. For further medical information or questions that you may have, call the Student Health Services at (631) 632-6740.

Mandatory Infirmary Fee
The mandatory infirmary fee is included in the graduate student comprehensive fee for all full-time and part-time day students, which funds the Student Health Center. Part-time evening students may use the Health Center on a fee-for-service basis. A summer fee is charged for those registering for summer classes.

There is a mandatory health and history form required for full-time students before registering for classes, in conjunction with a requirement of proof of immunization for measles, mumps and rubella. Stony Brook University requires ALL students to read the medical information related to meningitis at our Web site http://studentaffairs.stonybrook.edu/shs/forms, and complete a response form. See first page of health form for details.

Important Note to Students and Parents
Please be advised that the Family Educational Rights and Privacy Act (Buckley Amendment) is a federal statute that precludes the university from providing information regarding student educational records, including financial information, to anyone without written authorization from the student. Students may pick up the necessary release forms at the various offices on campus.

Additional Expenses
To calculate the amount of money you will need to live in this area, you should be prepared for certain additional expenses and allowances. Not all of these will be necessary in every case, but their possible effect on budgets should at least be considered. They are as follows:

• For 2006-2007, Stony Brook calculated the cost of education excluding tuition, fees, and insurance, at $13,420 per year.
• Orientation Fee: New International Students is $50.00.
• SPEAK Test Fee for non-native speakers of English is $80.00.
• "Settling-in" Expenses: These expenses ($1,000-$2,000) will depend, in part, on whether the student has confirmed arrangements for housing in advance, and if not, whether housing shortages make such arrangements difficult.
• Clothing Allowance: Expenses are most likely for students coming from one kind of climate to another. A range of $350-$650 is suggested for a single student.
• Expenses of Maintaining an Automobile: It is impossible to generalize about this except to say that the costs of purchase, maintenance, gasoline, and insurance are high. International students and scholars should try to avoid automobile ownership unless there is no alternative means of local transportation.
• Books: At least $900 should be allowed annually. In some fields, costs for required books and special supplies can be considerably higher.
• Additional Equipment and Materials: This need depends very much on the field of study. Art supplies for a fine arts student could cost from $500 to $1,500 per year. All students will want to consider purchasing a personal computer. If a student plans to pay someone for typing, about $175 per each semester course may be expected if there are a number of papers to be done.
• Field Trips: These may be required in certain areas of study. Transportation, meals, and hotels for such trips are major expenses and are not included in the cost of education.
• Study or Research-Related Travel: In addition to field trips, students may sometimes find it necessary to travel in order to complete the research for a paper or thesis. These costs can be very high.
• Thesis/Dissertation and Related Research Costs: This is an unavoidable expense for doctoral candidates, and one that may apply to a lesser extent to master’s candidates. Research costs vary widely depending on the field and the nature of the study. Dissertation costs include typing, reproduction, and binding, and can range from $500 to $1,000. Data processing services, if needed, can be very expensive. A master’s thesis includes most of the above costs, although the range should be somewhat lower.
International Services provides advice and assistance on U.S. government immigration regulations and cross-cultural issues relating to study, teaching, research and living in the United States. International student and scholar advisers are the Designated School Officials (DSO) and Alternate Responsible Officers (ARO) on campus who are responsible for assisting students and scholars in obtaining and maintaining valid F-1 or J-1 status in the United States.

Students who are not citizens or permanent residents of the U.S. typically enter the U.S. in non-immigrant F-1 student or J-1 exchange visitor status. Certificates of Eligibility (Form I-20 for F-1 status or Form DS2019 for J-1 status) will be required when applying for an F-1 or J-1 visa at a U.S. embassy or consulate abroad. Students must attend the school whose certificate of eligibility was used for entry into the United States for at least one full semester. Certificates of Eligibility are issued to students who have been admitted to a full-time program of study, have provided proof of financial support for their proposed program of study, and have provided proof of English language proficiency. Students who are not yet proficient in English may wish to apply to the Intensive English Center (see below).

Orientation and Registration
International Services provides a mandatory orientation program for all new and transfer international students before the start of classes. International students are required to arrive on campus by the first day of orientation and attend all mandatory orientation sessions. Details about arrival on campus and international student orientation are contained in the arrival booklet and letter from International Services. New non-immigrant students are required to report to an International Student Advisor at the start of the semester for a personal interview. Students transferring from another U.S. school must coordinate the transfer process with their current school and report to an international student adviser during international student orientation to complete the transfer procedure.

After Orientation
International Services is required to make many reports to Immigration and Customs Enforcement (ICE) in the Student and Exchange Information System (SEVIS) to record arrival on campus, full time enrollment, changes of address, changes in program and other issues. International Students must familiarize themselves with these SEVIS requirements in order to comply with United States immigration regulations. It is important for students to maintain contact with their international student advisers for advice and assistance. Each semester, workshops on various topics are held for international students. International Services also serves as a liaison between students and the community Host Family Program.

Sponsored Students: Fulbright and Other International Fellowships
International Services is the liaison for international Fulbright, AMIDEAST, LASPAU, USAID and other sponsored students and scholars at Stony Brook. Packets of information for Fulbright recipients are forwarded to International Services by the Institute for International Education (IIE) and may be collected upon arrival. Information on Fulbright Fellowships for domestic students can be found on page 13.

English as a Second Language
ESL Office
Social & Behavioral Sciences Building, Room N255
(631) 632-7706

The oral ESL program is designed to help international Ph.D. students (for whom English is not their first language) and funded Masters' students raise their English proficiency to a level that enables them to be able to teach in English.

For those graduate students who do not show adequate proficiency in speaking as measured by the ibTOEFL, IELTS, TSE or the SPEAK Test, three levels of ESL course work are offered at the Graduate level: ESL 591 Intermediate Oral/Aural Skills, ESL 596 High Intermediate Oral/Aural Skills, and ESL 598 Advanced Oral/Aural Skills. Undergraduates may elect these cross-listed courses: ESL 191 Intermediate Oral/Aural Skills and ESL 198 Advanced Oral/Aural Skills. The writing ESL program is primarily for undergraduates, but graduate students may elect to take ESL 593 Advanced Composition. There are several sections reserved for MBA students.

Intensive English Center
E 5320 Melville Library
(631) 632-7031 Fax: (631) 632-6444
Web site: http://www.stonybrook.edu/iec
E-mail: IEC@stonybrook.edu

The Intensive English Center (IEC) offers non-credit courses on a year-round basis. Students are placed in appropriate levels by means of a comprehensive diagnostic examination in the beginning of each session. Core courses include daily instruction in speaking, listening, reading, and writing skills. These courses are supplemented by elective courses including Grammar, Oral Communication, Pronunciation/Accent Improvement, TOEFL Preparation, American Studies and Business English.

During the summer, the IEC offers both a full-time and part-time program supplemented by cultural and recreational activities. Students who have a minimum TOEFL score of 197(CBT) may take the IEC program part-time and enroll in credit bearing courses.

The IEC welcomes graduate students who wish to improve their English proficiency or to satisfy the English proficiency requirements. The TOEFL requirement may be waived for those students who successfully complete the advanced level. The SPEAK test is given as an exit exam and appropriate recommendations are made to the Graduate School.

The IEC will issue an I-20 form (for an F-1 visa) to applicants who meet IEC admission requirements. For applications and more information, please contact the IEC office.
Graduate Housing
Division of Campus Residences
Mendelsohn Quad (631) 632-6750
Web Site: http://studentaffairs.stonybrook.edu/res/

Application: A “Housing deposit card” will be sent to you by your academic department. It is important that you return the deposit card along with your $200 advance housing deposit to the Bursar’s Office. Should this form not be enclosed with your offer of admission letter, contact the Division of Campus Residences at (631) 632-6750 between 9:00 a.m. and 5:00 p.m. (Eastern Standard Time) Monday through Friday to obtain a form. After submitting your deposit, please complete the Housing Preference Form online on your solar account at: http://www.stonybrook.edu/solarsystem. You can also pay your $200 deposit online through the solar system using a credit card. Please submit only one application. Should your preferences change, contact Campus Residences to update your application information.

When to Apply: In order to guarantee housing on campus, you should submit your application materials as soon as you decide to enroll at Stony Brook. The deadline is May 15th. Please note that both the advance housing deposit and online housing preferences must be received by May 15th to be guaranteed housing. Students whose forms are received after this date will only be offered housing as it becomes available. As the availability of space is extremely limited and assignments are made on a first-come, first-served basis, you are strongly encouraged to apply as early as possible. Family applicants are encouraged to arrive without their spouse as family accommodations are not guaranteed and are extremely limited.

How to Apply: Completely fill out the “Housing Preference Form” online and return the housing deposit card along with a $200.00 advance payment made payable to:

Stony Brook University
Bursar
P.O. Box 619
Stony Brook, NY 11794

This advance payment will be applied as a credit to your account and will reduce your month’s rent.

Assignment Information: Assignments for the Fall/Spring semester will be made in early August/January with notification of actual assignments distributed to applicants just prior to the start of the semester. The Division of Campus Residences is an Affirmative Action/Equal Employment Opportunity organization. No consideration to race, color, creed, religion, gender, sexual orientation or veteran status is given when assigning rooms. New students should expect to be assigned to a shared space in the Chapin Apartment Complex.

Check-In Information: Applicants may be able to obtain access to their assignments as early as July 1st for Fall and January 3rd for Spring semesters. All applicants must check in by 5:00 p.m. on the first day of classes or their assignments will be canceled. Billing will commence upon signing an agreement and accepting a room/apartment key.

Cancellation Information: Should your plans change and you no longer require on-campus housing, you must submit a written cancellation request. To receive a refund of your $200 advance deposit, your request must be postmarked 15 days before the 1st day of classes.

All housing cancellation requests should be sent to:

Division of Campus Residences
Mendelsohn Quad
Stony Brook University
Stony Brook, NY 11794-4444
(Attn. Housing Cancellation)

Email: Barbara.Marchioli@stonybrook.edu

Housing Alternatives

Chapin Apartments
The Chapin Apartments are home to a diverse community of graduate students including single, married couples, domestic partnerships, and families with children, all coming from a wide variety of cultures and countries.

The Chapin Apartments consist of 12 buildings conveniently located near the Health Sciences Center on the east side of Nicolls Road. Most apartments are designed for shared occupancy with two residents assigned to each bedroom. In total, there are 40 studios, 70 one-bedroom, 80 two-bedroom, 56 three bedroom and 32 four-bedroom apartments.

Single students are typically assigned to three-bedroom apartments while married couples and families are usually housed in one- and two bedroom units. Several apartments have been especially designed to accommodate physically challenged residents. Please note that not all apartments are available each year as many current apartment residents renew their agreements for the subsequent contract period.

One Bedroom

Two Bedroom
Schomburg Apartments
The Schomburg Apartments offer applicants the comfort of apartment living with the convenience of living on campus. There are a total of 30 one-bedroom and 42 four-bedroom units in the facility. One-bedroom apartments are used exclusively to house married couples and domestic partners. Four-bedroom apartments are utilized to house four single graduate students in single occupancy bedrooms. Note that new applicants should expect to wait approximately one year to obtain a single occupancy room.

The West Apartments
The West Apartments are located adjacent to Schomburg and provide housing to both graduate and undergraduate students. There are eight different buildings in the West Apartments. Buildings A through D are comprised of four bedroom apartments which house six single graduate students in two double rooms and two single rooms. Buildings E through H are comprised of six bedroom apartments which also house six single graduate students. All apartments are fully furnished, carpeted, include utilities, premium cable services, ethernet and air conditioning. Phone jacks are located in each room within an apartment; however residents provide their own phone. The West Apartments also feature a newly constructed fitness and computing center. Laundry facilities and mailboxes are conveniently located on each floor of the eight buildings.
### Sample Rate Information

The rates below are for the 2006-2007 academic year and are subject to change. Rates for the 2007-2008 year are not finalized but are expected to increase by approximately five percent.

<table>
<thead>
<tr>
<th>CHAPIN APARTMENTS</th>
<th>SCHOMBURG APARTMENTS</th>
<th>WEST APARTMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>One-Bedroom Units</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>One-bedroom (full apartment)</td>
<td>$987/month</td>
<td>One-bedroom apartment</td>
</tr>
<tr>
<td><strong>Two-Bedroom Units</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full two-bedroom</td>
<td>$1456/month</td>
<td>One-bedroom apartment with A/C</td>
</tr>
<tr>
<td>One-bedroom in two-bedroom apartment</td>
<td>$750/month</td>
<td>One-bedroom in a four bedroom apartment</td>
</tr>
<tr>
<td>Shared bedroom in two-bedroom apartment</td>
<td>$364/month</td>
<td>One-bedroom in a four bedroom apartment with A/C</td>
</tr>
<tr>
<td><strong>Three Bedroom Units</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>One bed in either corner bedroom</td>
<td>$336.50/month</td>
<td></td>
</tr>
<tr>
<td>One bed in middle bedroom</td>
<td>$316/month</td>
<td></td>
</tr>
<tr>
<td><strong>Renovated Four Bedroom Unit</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Room</td>
<td>$533/month</td>
<td>Single bedroom in a four or six bedroom apartment</td>
</tr>
</tbody>
</table>

### Staffing

All apartments are staffed by an Assistant Director for Graduate and Family Housing and are assisted by Graduate Building Coordinators who are responsible for the management of one apartment building each. Building Coordinators assist in the administration of the facility, provide 24 hour emergency coverage, and general assistance to the resident population. The housing staff facilitates social, recreational, and developmental programs and workshops for apartment residents and their families.

### Furnishings

All apartments are fully furnished, carpeted, and are equipped with kitchen facilities and a telephone. Residents must provide their own kitchen utensils, linens, shower curtains and towels. Air conditioners and other major appliances are prohibited in the Chapin Apartments. The Schomburg Apartments have certain rooms that are equipped with air conditioners. No storage space is available except within the apartment itself.

### Eligibility for Apartment Accommodations

Only full-time matriculated students and their spouses and/or dependents are eligible to reside in the apartments. Further occupancy is limited only to graduate students, Health Sciences Center graduate students, married couples, domestic partners and International Exchange Program participants. Families with children are housed exclusively in the Chapin Apartments.

### Billing Information for Apartment Residents

Applicants to the Chapin, Schomburg and West Apartments should be aware that apartment assignments are for a twelve-month period only. Upon accepting an apartment assignment, residents are obligated for the full contract period. (Residents accepting spaces after June 1st assume the remainder of the contract for the contract period). Residents who cancel their assignment after signing their contract will incur full rent charges through the end of the stated agreement period.

### Married Couples/Families with Children

Families with children are housed exclusively in the Chapin Apartments. The children of residents may attend the Three Village School District. Public transportation is provided and buses stop in designated areas adjacent to the Chapin complex. There are also a number of private schools in the area. Day care facilities are available on campus as well as in the community. There is a limited availability of space for applicants with children. It is not normally the case that new married/family applicants are assigned to one-bedroom apartments. Most likely, such applicants are assigned to a two-bedroom apartment with another couple/family until a one-bedroom apartment becomes available.

### Community Issues

#### Domestic Partnership Policy

Couples (in which at least one member is a Stony Brook matriculated student) who request eligibility for one- and two bedroom apartments must present a marriage license, union certificate, or present two of the following documents which demonstrate financial and housing interdependence that has been in existence for at least six months prior to the submission of a housing request:

- Joint credit card or bank account
- Joint ownership of property
- Joint income tax
- Lease verifying cohabitation for six months
- Proof of joint legal custody or guardianship
- Durable Power of Attorney (for health care, finances, etc.)
- Assignment of life insurance policies
- Living will drawn up by an attorney bequeathing personal property to each other
- Joint utility bills

### Community Services

On-campus housing services include phone mail, cable television, on-site coin operated laundry machines, centralized refuse pickup, and centralized fire alarms and smoke detectors in all facilities. All utilities are included in the room rate or monthly apartment rent. In addition, on-campus phone calls are also included, while off-campus calling and datacom telephone modules are available for a fee. A campus shuttle bus is available for a nominal charge to transport residents across the campus. In addition, Suffolk County buses service the campus. The Long Island Rail Road, with service to New York City, operates from a station located on the north side of campus.

### Off-Campus Housing

Off-Campus Housing is a service available to assist students in finding off-campus living arrangements. Various facilities to rent or share in the University vicinity including houses, apartments, and rooms are posted on bulletin boards located outside the office, and computer printouts are also made available upon request. Off-Campus Housing now features an online interactive database through which housing information, roommate referral service and a merchandise bulletin board can be accessed from on or off campus. The office is open Monday through Friday from 10:00 a.m. to 3:00 p.m., and is located in the Stony Brook Union Lobby.

Please Remove Carefully

Failure to Complete Student Health
Form May Result in Blocks in Registration
New York State Public Health Law and Stony Brook University Policy require that All students (Undergraduate, Transfer, Graduate, SPD students, Certificate Program students and Distance Learners) return a completed Immunization form.

• Students born before 1957 are exempt from the measles, mumps and rubella vaccine requirement.

Student's Name: ________________________________________________________________

Address: ________________________________________ City / State/Zip: ______________________

Phone: ___________________ Cell Phone: ________________ email address: _____________________

Emergency Contact: ___________________________ Relationship: _______ Phone: ______________

Student's ID Number: _____________________________

Date of Birth: Month/Date/Year: ___________________ ___________________ ___________________

PART I –REQUIRED IMMUNIZATION INFORMATION

Please complete and sign either Section I or Section II

SECTION I
List TWO dates of “MMR” (measles, Mumps, Rubella) vaccine inoculation: ___________________ & ___________________
(2 doses of live vaccine administered on or after the first birthday after 1/68)

OR attach a copy of an immunization record signed by a practitioner

SECTION II

A: MEASLES - Complete ONE of the following.

1. TWO dates 30 days apart of Measles vaccination
   (Live vaccine administered on or after the first birthday after 1/68)
2. Approximate date of Measles infection (disease):
3. Date of blood test for Measles Immunity:

   __________________________________

   Results

Pos / Neg / Equiv

B: MUMPS - Complete ONE of the following

1. One date of Mumps vaccination:
   (Live vaccine administered on or after the first birthday after 1/69)
2. Approximate date of Mumps infection (disease):
3. Date of blood test for Mumps Immunity:

   __________________________________

   Results

Pos / Neg / Equiv

C: RUBELLA (German Measles) – Complete ONE of the following

1. One date of Rubella vaccination (live vaccine):
2. Date of blood test for Rubella Immunity:

   __________________________________

   Results

Pos / Neg / Equiv

WHEN COMPLETED, MAIL DIRECTLY TO:
Stony Brook University
Student Health Services
Stadium Rd.
Stony Brook, New York 11794-3191
Telephone     (631) 632-6740
TDD              (631) 632-6171
Fax                (631) 632-6936

______________________________

Physicians Signature / Stamp Date
## PART II - Health History

Please indicate if you or someone in your family has ever had any of the following:

<table>
<thead>
<tr>
<th>Illness</th>
<th>You Parent GP</th>
<th>Illness</th>
<th>You Parent GP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cancer</td>
<td></td>
<td>Seizures / Convulsions</td>
<td></td>
</tr>
<tr>
<td>Stomach / Intestinal Problems</td>
<td></td>
<td>Chronic Cough</td>
<td></td>
</tr>
<tr>
<td>Thyroid Problem</td>
<td></td>
<td>Alcohol / Drug abuse</td>
<td></td>
</tr>
<tr>
<td>Chicken Pox</td>
<td></td>
<td>Heart Murmur / Disease / Clotting Disorder</td>
<td></td>
</tr>
<tr>
<td>Anemia</td>
<td></td>
<td>Joint Disease / Injury</td>
<td></td>
</tr>
<tr>
<td>Eye trouble</td>
<td></td>
<td>Jaundice / Hepatitis</td>
<td></td>
</tr>
<tr>
<td>Asthma / Hayfever</td>
<td></td>
<td>Tuberculosis</td>
<td></td>
</tr>
<tr>
<td>Depression/ Anxiety / Mood disorder</td>
<td></td>
<td>Eating Disorder</td>
<td></td>
</tr>
<tr>
<td>High / low Blood Pressure</td>
<td></td>
<td>Recent Weight Loss / Gain</td>
<td></td>
</tr>
<tr>
<td>Sexually transmitted Infection</td>
<td></td>
<td>Dizziness Fainting</td>
<td></td>
</tr>
<tr>
<td>Diabetes</td>
<td></td>
<td>Weakness / Paralysis</td>
<td></td>
</tr>
<tr>
<td>Recurrent Headaches</td>
<td></td>
<td>Kidney problems / Urinary problems</td>
<td></td>
</tr>
<tr>
<td>Head Injury / unconsciousness</td>
<td></td>
<td>Surgery –List below</td>
<td></td>
</tr>
<tr>
<td>Ear trouble</td>
<td></td>
<td>Current Medications - List below</td>
<td></td>
</tr>
</tbody>
</table>

If you checked off any of the above items please explain:

Any Allergy to: ( ) food ( ) medication ( ) other List: __________________________________________________________

## PART III - PHYSICAL EXAMINATION

1 Height ___________________      2 Weight __________________________      3 Blood Pressure_______/______       4 Pulse________

5 Vision Right 20/ Corr. 20/ Left 20/ to 20/ kor

Describe any abnormalities of the following systems in the space below.

<table>
<thead>
<tr>
<th>System</th>
<th>Normal</th>
<th>Abnormal</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 Head, Ears, Nose, or Throat</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 Eyes (with Ophthalmoscope)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Hearing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9 Neck-Thyroid</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Respiratory</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11 Cardiovascular</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 Gastrointestinal</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

COMMENTS:

OTHER IMPORTANT VACCINES: DATES

<table>
<thead>
<tr>
<th>Vaccine</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 HEPATITIS B VACCINE</td>
<td></td>
</tr>
<tr>
<td>20 VARICELLA VACCINE</td>
<td></td>
</tr>
<tr>
<td>21 Meningococcal Vaccine Type -</td>
<td></td>
</tr>
<tr>
<td>22 TETANUS – TD / Tdap WITHIN 10 YEARS</td>
<td></td>
</tr>
<tr>
<td>23 POLIO</td>
<td></td>
</tr>
<tr>
<td>24 HEPATITIS A</td>
<td></td>
</tr>
<tr>
<td>25 PPD Mantoux within 1 year mandatory</td>
<td></td>
</tr>
<tr>
<td>(if test is positive, chest X-ray is required)</td>
<td></td>
</tr>
<tr>
<td>Date mm</td>
<td></td>
</tr>
<tr>
<td>26 BCG</td>
<td>Date</td>
</tr>
<tr>
<td>27 Chest X-ray (if positive PPD attach report)</td>
<td>Date</td>
</tr>
<tr>
<td>Treatment</td>
<td></td>
</tr>
</tbody>
</table>

**PERMISSION FOR TREATMENT FOR STUDENTS UNDER 18 YEARS OF AGE**

To avoid delay in treatment when medical problems arise, we request that the following statement be signed by a parent or legal guardian:

I hereby grant permission to the practitioners and nurses of the University at Stony Brook Student Health Service to evaluate, treat, or secure a referral to an outside agency for my son/daughter/ward in case of illness/injury. I also hereby grant permission to immunize my son/daughter/ward in cases where immunization is necessary as part of treatment plan or when needed for prevention of illness.

Signed _______________________________________________

Examining Practitioner

Name ________________________________________________

Address ______________________________________________

______________________________________________________

Telephone No. (including area code) (_____) _____________________

Date of Examination _______________________________________

Practitioner Stamp

**Signature of Parent or Legal Guardian**

Date

Relationship to Patient

( ) Phone Number
Please Remove Carefully

Failure to Complete Student Health Form May Result in Blocks in Registration
Information on the programs that are offered. Visit our Web site: www.goseawolves.org to find additional information including game schedules and promotional information. Go Seawolves!

ATMs
Automated Teller Machines (ATM) provide 24 hour, 7 days a week banking convenience. ATM units are located at the main entrance to the Stony Brook Union on West Campus and on Level 5 of the Health Sciences Center located on East Campus. To report service problems, please contact Warren Wartell at 631-632-9306.

Department of Athletics
Sports Complex, (631) 632-7205

The Department of Athletics provides intercollegiate sports for men and women. In addition, students may use most Indoor Sports Complex facilities free of charge for recreation when they are not scheduled for team contests, practices or events.

Intercollegiate Athletics
The Department of Athletics is home to the Stony Brook University Seawolves and provides young men and women unique opportunities for learning, not found in the other academic environments of the University. The Department sponsors intercollegiate competition in twenty different NCAA Division I sport programs.

The Intercollegiate Athletics Program embraces both the University’s and the NCAA’s principles of sportsmanship and ethical conduct, and in doing so provides the student-athletes who are part of the Intercollegiate Athletics Program with opportunities to develop positive character and leadership qualities through competitive sport participation and community service. Visit our webpage at www.goseawolves.org to find additional information including game schedules and promotional information. Go Seawolves!

Department of Campus Recreation
The Department of Campus Recreation coordinates many programs for the University community, including Intramural Sports, Wellness Programs, Sport Clubs, Informal Recreation, Special Events, and the Equipment Rental Area. Our primary goal is to enhance the quality of life on campus for the students, faculty and staff by providing a diverse range of programs and facilities to meet your recreational needs.

Intramural Sports offers opportunities for students, faculty and staff to participate in team and individual sport competitions including flag football, basketball, volleyball, indoor and outdoor soccer, 3 on 3 basketball, softball, beach volleyball, tennis, squash, racquetball and badminton.

Wellness Center
The Wellness Center is located on the third floor of the Student Activity Center. Amenities include locker rooms and showers, cardiovascular equipment, strength training machines and free weights. Two dance studios are located in the basement of the Student Activity Center. Non-credit fitness classes are scheduled in the dance studios for step aerobics, yoga, body sculpting, kickboxing, Tai Chi, and low-impact aerobics. Special Wellness Workshops feature informative sessions on health, fitness and group activities for students, faculty and staff. These activities include sport demonstrations, fitness training sessions and classes designed around a specific activity.

Visit our Web site: http://www.recreation.sunysb.edu or call the Department of Campus Recreation at 631-632-7168 for more detailed information on the programs that are offered.

Recreational Facilities
The Indoor Sports Complex is a good place to go to relax and take a break from studying. Weight rooms, squash, racquetball, and basketball courts, a dance studio, an indoor running track and a swimming pool can be used for recreational purposes when they are not scheduled for classes, varsity practices and competition, special events, intramural or university activities. Weekly schedules are available through the Department of Campus Recreation’s Web page and on the Campus Calendar. Advanced reservations are necessary for racquetball and squash court use. Call 631-632-7200 to reserve a court.

To gain access to the indoor facility, students must show their identification cards at the main entrance on Center Drive.

University Bookstore
Melville Library, Ground Level, (631) 632-6550
Web Site: http://www.stonybrook.edu/bookstore

The University Bookstore is located on the ground level of the Melville Library across from the Stony Brook Union. The bookstore stocks course required textbooks both new and used. Always shop early for the best selection of used books or reserve your textbooks online. In addition to course related textbooks, the bookstore also offers magazines, general books, study aids, reference books, and course required supplies, such as art supply items and laboratory materials.

The bookstore also has a large selection of school supplies, residence hall living supplies, electronics, computer supplies, health & beauty items, stationery, backpacks and seasonal accessories. The clothing and gift department of the bookstore offers a large variety of Stony Brook and Seawolves merchandise. The University Bookstore buys back textbooks year-round at wholesale prices. To get the best price for your unwanted textbooks, sell them back to the bookstore as soon as finals week begins.

Matthew’s Health Science Center Medical Bookstore on the east campus offers the largest selection of medical/health science books in the region, in addition to a range of college merchandise, daily necessities and medical equipment for practitioners. Honoring of special book requests is a specialty. The Matthew’s HSC Medical Bookstore is located on Level 2 of the Health Sciences Center. Please call 444-3685 with any questions or visit the website at: http://www.hsc.stonybrook.edu/medical_bookstore.cfm

Bookstore Campus Account is a taxable debit account. This account offers you the convenience of purchasing textbooks and school supplies in the University Bookstore, Matthew’s HSC Medical Bookstore, and Seawolves MarketPlace without carrying cash; just present your University ID card. The Bookstore Campus Account can be opened in $100 increments ranging from $200 through $1,000 per semester. The amount you select is charged to your Student Account and may be deferred against financial aid or paid in monthly installments using The University's Time Option Payment Plan (TOPP). All bookstore campus account plans include a non-refundable $10 administrative service fee per semester. To open an account, go to Suite 250 of the Stony Brook Union or log on to http://www.stonybrook.edu/bca. For more information, call 631-632-6517.
Bus Services
Services are free and run regularly throughout the year. Service is available to the Mall on the weekends. To obtain bus schedules with maps go to: http://www.stonybrook.edu/parking or at the Parking Services’ Office, 2nd flr lobby, Administration Building, as well as on the buses. For additional information call the Bus Office at 631-632-6418.

Career Center
Melville Library, Room W-0550, (631) 632-6810
Web Site: http://www.stonybrook.edu/career

The Career Center, a division of Student Affairs, offers the following services:
- Credentials services through Interfolio.com
- Individualized career counseling
- Practice interviews
- Corporate interviewing and online resume referral processes
- Job search preparation assistance, resume review, and job listings
- Job/Internship fairs, career panels and other special events
- Full schedule of seminars and workshops on a variety of career related topics
- Interest and personality inventories (Strong Interest Inventory, Myers-Briggs Type Indicator)
- Administration of graduate entrance, NICET, and Actuarial exams

The Career Center’s award-winning home page provides detailed descriptions of all Center resources and external links. All students are invited to visit the Career Center located at the foot of the zebra path walkway.

The Career Center is open:
Monday-Friday 8:30 a.m. - 5:00 p.m.

Check Cashing
The Campus Check Cashing Program is a joint program between FSA and the Bursars office which provides for the cashing of campus generated checks (checks which are issued by any on-campus entity) to include pay checks and student loans/scholarships etc., for a small service charge. These checks can be cashed at the Bursar’s office located in the lobby of the Administration building. The current hours for check cashing are from Monday through Friday 10:00 a.m. – 4:00 p.m. For more information call (631) 632-6515.

Child Care Services
Stony Brook Child Care Center, (631) 632-6930
Web Site: http://www.sunysb.edu/childcare

Stony Brook Child Care Services offers nationally accredited childcare for children ranging in age from two months to five years. SBCCSI is a nonprofit program serving University, Hospital and HSC employees and students. Tuition is charged on a sliding fee based on family income. The newly constructed Center opened in September 2001 and is located on the corner of South Drive and Stony Brook Road. The Center is staffed by early childhood professionals and offers ratios of 1:7 for 3-5 year olds and 1:4 for infants and toddlers. The center is a warm, supportive and creative atmosphere in which each child and family member is regarded as individual. Our approach to early education embraces the development of the whole child; intellectual, physical, social and emotional. The Center is open Monday through Friday 7:00 a.m. – 6:00 p.m. with varied 10 hour shifts available. There may be a waiting list for some age groups at times. For information, call the office at 631-632-6930 or visit our website.

Commuter Student Services
222 Student Activities Center, (631) 632-7353
Web Site: http://www.studentaffairs.stonybrook.edu/commuter

The Office of Commuter Student Services offers services, programs, advocacy, research and outreach to address the specific needs of commuter students. An informational resource center (in the Commuter Commons, 144 Student Activities Center) provides commuters with information about campus events, academics, support, campus services, job opportunities, public and campus transportation, and personal safety. The Office also distributes various campus publications to commuter students.

This office brings the commuter perspective to campus committees and to campus programs. It responds to students’ requests, queries and suggestions and intercedes on their behalf. The office also plans programs and events targeting commuter students such as Lunch and Learn workshops, Commuter Fall Festival and Commuter Appreciation Day. In addition, the Office of Commuter Student Services recently joined the Department of Student Activities and the Department of Campus Recreation to create the Division of Student Life. Together, these three areas promote student involvement and help create a supportive campus community. The office, located in Suite 222 of the Student Activities Center, is open weekdays 8:30 a.m. to 5:00 p.m., and Tuesdays, until 6:00 p.m. It can be reached at 631-632-7353, by phone, or by e-mail: Commuter_Services@notes.cc.sunysb.edu.

University Counseling Center
Student Health Center, Second Floor, (631) 632-6720
Web Site: http://studentaffairs.stonybrook.edu/counsel/

The University Counseling Center (UCC) provides consultation, crisis intervention, brief psychotherapy, group and couple’s therapy, and psychiatric services for all students taking at least 6 credit hours in a matriculated program. All services are free. You do not have to be confronting desperate or overwhelming difficulties in order to benefit from counseling. In an emergency, you can be seen immediately, without a scheduled appointment. The Center encourages you to come in and discuss problems, even if you are not sure that counseling is what you need. For many students, dealing effectively with emotional and social issues contributes significantly to academic success. The University Counseling Center is a place for help with issues such as:

- Adjustment to the American culture
- Major life crises and losses
- Family or relationship problems
- Self esteem and identity issues
- Depression and anxiety

All information about counseling at the Center is strictly confidential, except information needed to reduce risk in situations where there is an imminent threat or danger. The Center offers psychotherapy groups designed to enhance personal growth and skill development, and a variety of meditation groups that help with stress management. In addition, the UCC sponsors a weekly, live radio program, “Taking Care of Yourself,” broadcast every Friday afternoon on WUSB.

Regular Office Hours:
Monday, Wednesday, Thursday and Friday
8:00 a.m. – 5:00 p.m.
Tuesday 8:00 a.m. – 7:00 p.m.
During intersession, summer, and spring break, the Center is open 8 a.m. to 4 p.m. Appointments for an initial visit are made by calling (631) 632-6720. In emergency situations, you can be seen right away without a scheduled appointment. Please tell the receptionist if your problem is urgent. The UCC is located on the second floor of the Student Health Center, on Stadium Road.

For mental health emergencies after hours and on weekends, call the University Police at 911 (on-campus) or 631-632-3333 (off-campus), or go to the University Hospital Emergency Room. Anyone not experiencing an emergency but wanting to speak to trained volunteer counselors after hours and on weekends may call the Response Hotline at 631-751-7500.

Disability Support Services
128 Educational Communications Center
(631) 632-6748, 6548 Voice/TT
Web Site: http://studentaffairs.stonybrook.edu/dss/

Disability Support Services coordinates advocacy and support services for students with disabilities. These services assist in integrating students’ needs with the resources available at the University to eliminate physical or programmatic barriers and to ensure an accessible academic environment. All information and documentation of student disabilities is confidential.

Students are responsible for identifying and documenting their disabilities through the DSS office. Students may receive assistance with special modified housing and on-campus transportation. DSS can assist with University procedures and requirements, test accommodations as well as the recruitment of readers, interpreters and note-takers.

The professional counseling staff at DSS includes a Psychiatric Nurse Practitioner, a Learning Disabilities Specialist, and a Clinical Social Worker. These counselors are available for confidential consultation, crisis intervention and brief supportive counseling, as well as referrals for medical and learning disability evaluations. All DSS counselors are available to provide in-service training to the University Community.

Students who anticipate requiring assistance should contact Disability Support Services as early as possible to allow for implementing recommended services.

Faculty Student Association
250 Stony Brook Union, (631) 632-6510
Web Site: http://www.stonybrook.edu/fsa

The Faculty Student Association (FSA) is a not-for-profit auxiliary services corporation licensed by the State University of New York to provide goods and services that contribute to the quality of campus life in a flexible, efficient and responsive manner to support the mission of the Stony Brook University campus. FSA policy is determined by a Board of Directors, which is composed of students, faculty, staff, administrators, and alumni. The operations are administered by the FSA Executive Director and a professional staff whose central offices are located in the Stony Brook Union, Suite 250. Comments, questions, and suggestions are always welcome. Feel free to call 631-632-6510 or fax 631-632-6573 to obtain additional information on any of the following FSA services and products. Refer to the telephone directory in this literature to contact service locations directly or visit the website.

Fellowships and Postdoctoral Information
The Graduate School provides assistance in obtaining information and applications for national graduate fellowships including postdoctoral fellowships. Interested students should refer to the web page at: http://www.grad.sunysb.edu under “current students” and “graduate fellowships.”

Fulbright Grants
The Fulbright Program is sponsored by the U.S. Department of State, Bureau of Educational and Cultural Affairs. Each year approximately 1,000 American students are funded to study or do research in more than 140 countries in the world. The purpose of the Fulbright Program is to promote mutual understanding between Americans and other nations through educational and cultural exchange. Grantees may be involved in university coursework, independent library or field research, classes in a music conservatory or art school, special projects in the social or life sciences, or a combination.

Graduate students who are U.S. citizens are strongly encouraged to apply for a Fulbright grant. For further information please contact the Fulbright Program Advisor, Mrs. Efie Spentzos, E5320 Melville Library, telephone: (631) 632-7031, or visit http://www.iie.org/fulbright.

International Academic Programs
International Academic Programs organizes study abroad opportunities and international exchange opportunities for Stony Brook University students. Information about overseas study opportunities and fellowships are available from IAP. Students who plan to engage in overseas study or research must register with IAP prior to leaving the US.

For further information please call 631-632-7030 or visit our website at: http://www.sunysb.edu/studyabroad/.

The international travel policy is available at:

Food
Campus Dining Services offers meal plans for graduate students to save the sales tax on every meal purchase at any Campus Dining Service location. Students can sign-up for the Budget Plan, Commuter Compact ($250) or Commuter Full Size ($500) meal plans online at http://www.campusdining.org.

Further information about these plans can be viewed on the website or by calling the Meal Plan Office at 631-632-6517. For daily menus and dining hours refer to our website at http://www.campusdining.org.

Soda & Snack Vending
For questions, or to report a malfunctioning vending machine, call the Seawolves Marketplace at 631-632-9281. For refunds, go to the Seawolves Marketplace in the Student Activities Center (SAC).

Student Union
Union Deli (631-632-6528)
Coffee, fresh bagels, Krispy Kreme donuts, sushi, hot wings, gourmet wraps and sandwiches as well as many convenience items.

Bleacher Club (631-632-6466)
Nurture Our World (items low fat, cholesterol, calories and sodium), Market Carvery, The Fresh Grill, Signature Sandwiches, Trattoria, Origins, Halal, Au Bon Pain Soups, OutTakes Grab & Go Selections, Terra Ve Vegetarian and Double Treat Bakery
End of the Bridge Restaurant (631-632-6566)
Great food, great friends and great fun! The End of the Bridge restaurant offers an excellent sit-down dining experience offering hot appetizers, salads, specialty sandwiches, pasta dishes, hotentrées, fajitas, seafood and desserts.

Student Activities Center (631-632-1242)
Philly's Campus Grill, Harvest Moon, Wrapables, Seasons, Toasty Subs, Portabella’s Pizza, OutTakes Grab & Go Selections, Breakfast, Au Bon Pain Soups, Double Treat Bakery, and Salad Patch

Roth Food Court (631-632-6520)
Deng Lee’s Asian Cuisine, Burger King, Origins, Favorites, Terra Ve Vegetarian, Kosher, OutTakes Grab & Go Selections, and SBU Delivery

Campus Connection at H-Quad (631-632-1001)
The Grill Connection, Vegetarian Corner, Nurture Our World, Market Carvery, Global Café, Taco Bell Express, OutTakes Grab & Go Selections, Sandella’s gourmet wraps and flatbread pizza, and Weekend Brunch.

Kelly Dining Center (631-632-6519)

Jasmine at the Wang Center (631-632-1858)
Asian cuisines including: Indian, Thai, Chinese, Japanese

SBU Carts
Locations:
Administration Building, Life Sciences Building, Melville Library Galleria, Stadium Concessions and the Dental School.

Other Establishments
Harriman Café - Harriman Hall (631-632-6078)

Graduate Student Advocate
The Graduate School
Suite 2401 Computer Science Building
(631) 632-1947; Fax 631-632-7243
E-mail: graduate_school_advocate@notes.cc.sunysb.edu

The role of the Graduate Student Advocate is to aid students who may be experiencing difficulties in either academic matters or administrative affairs, such as academic standing, evaluation, dismissal from a program or the university, as well as difficulties fulfilling financial aid requirements or meeting financial aid deadlines. The Advocate acts as a mediator, ombudsman, bureaucratic troubleshooter and moral persuader. The Graduate Student Advocate also takes on the role of the Graduate Student Colloquium Organizer, coordinating a series of interdisciplinary panel and paper topics that are given by graduate students and are primarily intended for a graduate student audience. All graduate students are encouraged to provide ideas, papers and topics for discussion in the Colloquia. The Graduate Student Advocate can be found at the Graduate School. For further information or for questions that you may have, please call the Advocate at (631) 632-1947 or visit: http://www.grad.stonybrook.edu/current/advocate.shtml.

Graduate Student Organization (GSO)
227 Student Activities Center
(631) 632-6492, Fax: (631) 632-8965
Web Site: http://sinc.sunysb.edu/Clubs/gso/
E-mail: gso@ic.sunysb.edu

The Graduate Student Organization (GSO) is the elected representative body for graduate student government on campus, which acts as a liaison between the graduate student body and the University administration. All graduate students, including those in the School of Professional Development (SPD) and in the Health Sciences Center, are members. The GSO Senate, with at least one representative from each department, sets policy, oversees the GSO budget, and serves as a forum for articulating and formulating graduate student interests. The GSO Executive Council advocates these interests in regular meetings with the University President and the Dean of the Graduate School. Graduate student representatives appointed by the GSO Senate serve on several influential advisory and policy-making committees including: the Graduate Council, University Senate, FSA Board, Academic Judiciary, Safety Council and Committee on Academic Planning and Resource Allocation.

The GSO provides a number of financial services for graduate students at Stony Brook. Resource Allocation Project (RAP) funds provide a grant of approximately $250 per year to students presenting scholarly or artistic work at conferences. (The specific dollar amount is refigured each year). The GSO also distributes departmental and club allocations, cash grants to the graduate student body in each department and/or club, that may be used as the students see fit (to purchase equipment and supplies). In addition, the GSO allocates funds towards the organization of individual academic or social events (to organize a conference, sponsor a visiting scholar, or throw a party).

The Stony Brook Graduate Magazine (www.SBGradMag.org) and the Graduate Student Survival Guide are both publications produced by the GSO. The Magazine, edited and written by graduate students, reports monthly on events and issues of interest to graduate students. All students are encouraged to contribute to the publication. The Survival Guide is published for incoming graduate students at the beginning of each Fall semester. It provides a “student’s eye” perspective on the operations of Stony Brook University and the resources available on-campus and in the surrounding communities.

Hair Salon & Barber
Beauty in Brains is the on-campus unisex hair salon, providing everything from simple trims and hair braiding, a stylish prom-like updos, to nail services. This Student Managed Business employs licensed and experienced hair stylists and barbers. Educational opportunities for apprentice training and licensing are also offered to Stony Brook students. For more information, call 631-632-6432.

Human Resource Services
390 Administration (631) 632-6200/6161
Web Site: http://www.stonybrook.edu/hr

The HRS offers a wide range of services to faculty, staff and graduate students working at Stony Brook. We assist graduate student employees with a variety of employment and payroll services, including:
• Appointment processing: Graduate students 631-632-6183 (State) 631-632-6162 (Research Foundation)
• Payroll processing: Graduate Students 631-632-6199 (State) 631-632-6162 (Research Foundation)
• Advice on benefit entitlements. Information on the benefits to graduate student employees can be found in the tuition, fees and living expenses section of this booklet. For specific information or an appointment, please call the Benefits section at 631-632-4870
• Verifications of employment dates and salaries for graduate students who have worked on either the State or Research payroll. Call Employee Records and Verifications at 631-632-1393/1394.
• Direct Deposit: 631-632-6149 (State)
631-632-6162 (Research Foundation)
• Check Distribution: 631-632-9453
• GSEU Time/Attendance: 631-632-6154/6186.
• Assistance with Taxation questions including treaties and exemptions: 631-632-6156 (State), 631-632-6162 (Res Foundation)

Laundry
Laundry Facilities which consist of coin and debit card operated washers and dryers are conveniently provided on the premises of all campus residence locations. You can save 35¢ each time you wash or dry your laundry money by using their ID card at resident laundry facilities. Via use of the card, washing and drying costs $1.15, regularly $1.50* using cash (*prices subject to change). The money will roll-over each semester. For questions, problems or to report a malfunctioning machine, call the “c-l-e-a-n” line at 2-5326. Add money on-line through your solar account or at the Meal Plan Office, Suite 250, Stony Brook Union. You can also check your balance on-line. If the ID card is lost or stolen, you do not lose your laundry account balance. For laundry information, go to www.stonybrook.edu/fsa (click on laundry services). If the ID card is malfunctioning, go to the ID Office in room 103 of the Administration building or call 631-632-2737.

University Libraries
(631) 632-7160
Web Site: http://www.stonybrook.edu/library.

Stony Brook University has a number of libraries to meet the informational and cultural needs of the academic community. The Frank Melville Jr. Library (Main Library) offers ready access to 2 million books, 23,000 print and electronic journals, 350 research databases, 9,000 feature and educational videos, government documents, microfilm, maps, newspapers and legal materials. Its two main research and study centers, both on the first floor, are: the Central Reading Room (2-7110); and the North Reading Room (2-7148), also called the Science & Engineering Library. The Melville Library also houses a Music Library and Listening Center (2-7097), two instructional computing classrooms, a video center, a commuter lounge open 24/7, a seminar room and a variety of study areas.

Four science branch libraries provide more specialized resources and services: Chemistry (631-632-7150), Math/Physics/Astronomy (631-632-7145), Computer Science (631-632-7628), and the Marine and Atmospheric Sciences Information Center (MASIC) (631-632-8679). The Health Sciences (medical) Library (631-444-3099) is located on the East Campus in the Health Sciences Center, 3rd level.

During the academic year, the Main Library is generally open Monday through Thursday, 8:30 a.m. to midnight; Friday, 8:30 a.m. to 8:00 p.m.; Saturday 10:00 a.m. to 6:00 p.m.; and Sunday, noon to midnight. The Central Reading Room in Melville Library is open longer. During intersession and other vacation periods, hours are generally 8:30 a.m. to 5:00 p.m., Monday through Friday, and closed weekends. There are some evening hours during summer and winter class sessions. Branch library hours may be shorter or longer. Library hours are subject to change.

The libraries information phone is available 24/7 with a recording of the current hours and any emergency information. Details of nearly every collection, service, database, catalog, hours and events can be found at the Libraries’ homepage.

Market
The Seawolves MarketPlace is our newly expanded campus convenience store, adjacent to the main lobby in the Student Activities Center. It offers everything you need to get your computer connected to the internet and television hooked up, plus software for Maple, Mini Tab, Mathematica, SPSS, and distribution CDs for campus licensed programs including: Lotus Notes, Norton’s Anti-Virus, Internet Explorer, and Netscape. The MarketPlace carries Stony Brook and Seawolves clothing and merchandise, ipods and accessories, laundry detergent, cleaning supplies, health/beauty aids, linens, computer accessories, school supplies, stationery and gifts. It features Green Mountain Coffee, assorted fresh bakery items, Italian style espresso and cappuccino, a great selection of snacks, food and beverages, plus an abundance of items used for everyday campus living. For your convenience, the Seawolves MarketPlace accepts the Bookstore Campus Account, the Faculty/Staff Flexible Spending Account (Bonus Points), as well as cash, checks and major credit cards. For questions, call 631-632-9281 or visit the website at: http://www.stonybrook.edu/fsa

Meal Plan/ID
The Meal Plan Office West Campus is located in the Stony Brook Union, Suite 250, handles all matters related to West Campus meal plans, dual meal plans (for HSC students only), locker rentals, Bookstore Campus Accounts and off-campus housing. Hours are Monday - Friday 9:00 a.m. - 4:30 p.m. For questions, please call 631-632-6517.

To obtain a new ID card or to replace your existing ID card, go to the Administration Building, Room 103. To add money to your Resident or Commuter Meal Plan, go to the website at http://www.campusdining.org. This website also allows you to report your lost card, check your balance, review your spending history, and explains the different meal plans offered to students.

The East Campus ID/Meal Plan Office, which is located on the third level of the Health Science Center (HSC) – Room 162, issues and replaces all East Campus ID cards and badges. Hours are: Monday - Wednesday, Friday 8:30 a.m. – 4 p.m., Tuesday 10:00 a.m. – 6:00 p.m., and Thursday 7:30 a.m. – 3:00 p.m. For questions, please call 631-444-8151.

Parking
(631) 632-2886
Web Site: http://www.stonybrook.edu/parking/

Parking on Campus
Your vehicle must display a valid parking permit and you must operate within the guidelines specified by Stony Brook University’s parking rules and regulations. All parking permits are acquired through Transportation and Parking Services’ website or through the SOLAR System. Payments can be added to your student account. For further information call (631) 632-AUTO.

Parking maps are available on the website, or the Parking Services’ Office, second floor lobby of the Administration Building. Call 631-632-AUTO for additional information.
Student Parking
Parking Permits - Premium parking for students is available in the Stadium lot. The cost of a Stadium permit is $150.00 for the entire year.

Regular permits – Commuter (Green), Faculty/Staff (Red), Resident (Blue) and Apartment (Silver) are all FREE. To purchase any of these permits, or to see which permit you are eligible for, visit http://www.stonybrook.edu/parking/.

Metered Parking - we have short and long-term metered parking available throughout campus. Short Term Metered Rates: $1.00 per hour - accepts quarters only at $0.25 per 15 minutes. Long Term Metered Rates: $1.00 per hour, $5.00 per day - accepts $1, $5 and quarters. All meters are in effect Monday through Friday from 7:00 a.m. to 7:00 p.m.

Parking Garages - located next to the Administration Building, adjacent to University Hospital, and adjacent to the Health Sciences Tower. The parking fee for the Administration and Hospital Garages is $1.50 an hour or fraction thereof, with a maximum charge of $7.50 per day. The cost for a student monthly card (HSC students only) is $22.72 per month, plus a $10.00 refundable deposit.

To park in the HSC Garage, you must purchase a monthly garage card by bringing your ID card to the HSC Garage Office. All garage cards are purchased in the appropriate Garage Office. The hours for the Garage Offices are as follows:

- Administration Garage Office 7:30 a.m. to 5:00 p.m.
- Hospital Garage Office 7:00 a.m. to 8:00 p.m.
- HSC Garage Office 7:30 a.m. to 4:00 p.m.

Evening Student Parking
Evening students may purchase monthly evening garage passes that are valid from 3:00 p.m. to 8:00 p.m. all day on weekends. This pass may be used in both the Administration and HSC garages and may be purchased at either garage.

The evening pass costs $11.37 per month, plus a $10.00 refundable deposit. Alternatively, those after parking 5:30 p.m. may pay a flat rate of $3.00 per night. Call (631)444-6607 for further information.

Free parking for registered vehicles is available:
- From 4:00 p.m. until 7:00 a.m., Monday - Friday and all day Saturday and Sunday, in any of our permit lots unless indicated at the lot by sign or staff.
- From 7:00 a.m. until 7:00 a.m. Monday - Friday and all day Saturday and Sunday, in our metered lots.
- Other restricted spaces such as Handicapped or State Vehicle are so indicated by signs.

University Police
Dutchess Hall – South Campus
(631) 632-3333; 911 from campus phones for emergencies
Web Site: http://ws.cc.sunysb.edu/police/

The University Police Department is staffed by 105 employees of whom 58 are sworn police officers. The primary responsibility and goal is to protect and serve the over 30,000 people who either live on, work on or visit the campus of the State University at Stony Brook. Officers are available to respond and assist around the clock throughout the year.

Prior to being appointed, an officer must have two years of college (although most have four-year degrees); pass a competitive exam; and pass an extensive background, physical, and psychological examination. Once appointed, every officer attends the Suffolk County Police Academy for basic training.

Additionally, officers receive continuous in-service training in topics that include crime prevention, CPR, bias-related crime, ethical awareness, multicultural diversity and crisis intervention. The University Police has a close working relationship with the Suffolk County Police Department and the New York State Police. Resources and crime information are routinely shared among these agencies. The members of the University Police are committed to the community and are actively involved in campus activities.

Community Relations Team
The goal of the Community Relations Office, recipient of the International Association of Campus Law Enforcement Administrators (IACLEA) Award, as well as the U.S.B. Student Affairs-Student Life Award, is to educate the campus community on such topics as personal safety, risk awareness, crime prevention (including date and acquaintance rape prevention), drug and alcohol risk awareness, CrimeStoppers, Neighborhood Watch, and many other community safety issues. They accomplish their mission through formal and informal talks, seminars, and orientations. The department has numerous informational pamphlets on various personal safety and awareness topics, which are made available to the entire community.

Refrigerator Rentals
Refrigerator Rentals are available through FSA Rent-A-Fridge, for those students who want their accommodations to be a little more like home. Refrigerator rental rates for a full school year are $105 for 4.3 cu. ft. All rentals include a refundable $25 deposit providing the refrigerator is returned clean and in good condition.

Dates and time of delivery will be determined upon arrival on-campus. A contract must be signed and all monies due must be paid prior to receiving the refrigerator. Dates, locations, and times for distribution will be posted in the Residence Halls. Make check or money order for $105 payable to: Faculty Student Association. Mail to:

FSA, Refrigerator Rentals
Stony Brook University
Stony Brook Union - Suite 250
Stony Brook NY, 11794-3209.

* Note: If your roommate also reserves a fridge, only one will be made available unless you specify you would like a separate one. For more information call 631-632-6517.

Student Staffing & Resources
Student Staffing Resources Office provides a range of resume building training, internships, student entrepreneurship and employment opportunities and avails a host of other resources to provide SBU students with hands-on work experience and skill development as well as a welcome source of income.

To apply, students should complete and submit an FSA Student Employment Application to Suite 250 in the Stony Brook Union or fill out an online application at: http://www.stonybrook.edu/FSA. For more information, please call Warren Wartell at 631-632-9306, 631-632-1704 or contact by email: Warren.Wartell@stonybrook.edu.
TA Development Program
The Graduate School sponsors an annual Teaching Assistant Workshop for all incoming Graduate Teaching Assistants each August. New students are provided with information on the use of the Stony Brook Library and Information Technology Resources that will be valuable as students and teachers. Real perspectives of the Teaching Assistant experience, what to expect, how to survive, and how to excel are provided by panels of experienced Graduate Teaching assistants and faculty. These Workshop Panel presentations also include important discussions on topics such as Academic Dishonesty, Sexual Harassment, Disabled Student Services, and the University Counseling Center. The subsequent continuing development of Teaching Assistants is managed by individual Graduate Programs in close collaboration with the faculty and staff that have primary responsibility for delivering the curriculum in the different Schools and Colleges that comprise the University.

Veterans Affairs Office
347 Administration, (631) 632-4143
Web Site: http://studentaffairs.stonybrook.edu/vets/
E-mail: OSA_VETS@notes.cc.sunysb.edu

The Office of Veterans Affairs offers services in veteran affairs educational benefits. These services are available to all veterans, veterans’ dependents, ready reserve armed forces (reserve/national guard), and active duty personnel. Stony Brook University is approved for the education of veterans, service members, and dependents of veterans eligible for benefits under the programs of the Veterans Administration.

New veteran students should report to the Office of Veterans Affairs at the time of application to the university. All veterans need to report after registration for each new term/semester. Since benefit allowances and VA policies and procedures are subject to change, veteran students should maintain regular contact with the Office of Veterans Affairs. The Office also provides enrollment certification and tuition deferment services. For additional information or to schedule an appointment, please call 631-632-4143 or visit our Web site.

Information regarding VA Educational benefits, including eligibility, payment information, remaining entitlements, or the address of the nearest regional office is available through the VA at 1-888-GI Bill-1 (1-888-442-4551).

Transfer Credit from Military Service
For information concerning "Transfer Credit from Military Service School", please make an appointment with the "Office of Admission / Transfer", please call 631-632-7028.

Military service-school courses will be evaluated with reference to the recommendation of the American Council on Education. When official credentials / transcripts have been presented by the student to the Office of Admissions, the Transfer Representative will process military credits accordingly. Such recommendations, however, are not binding upon the University. In no instance, however, may any of the hours of credit be substituted for specific courses. However, the hours of credit they may be substituted for electives.

Students who have successfully completed basic training in the armed forces may receive semester hours of elective credit and exemption from Physical Education by presenting a DD214, DD295, a copy of a Community College of the Air Force transcript, or a certificate of training to the Office of Admissions for currently enrolled or former students.

The Office of Veterans Affairs is located in Room 347 of the Administration Building on the main campus of the University to facilitate veterans’ programs and to provide counseling and other veterans’ services.
The Graduate School
Second Floor
Computer Science Building
Telephone: (631) 632-GRAD (4723)
FAX: (631) 632-7243

http://www.grad.sunysb.edu

E-mail: Graduate.School@sunysb.edu

Lawrence B. Martin, Dean
Shaneen Washington, Executive Assistant to the Dean
J. Peter Gergen, Associate Dean

Admissions
Kent Marks, Assistant Dean for Records and Admissions

Finance and Budget
Barbara Byrne, Assistant Dean for Finance and Budget

International Student Services
Elizabeth Barnum, Assistant Dean for International Student/Scholar Services

Campus Information Numbers
For ALL emergencies dial: 632-3333
On campus dial: 911
For Community Affairs dial 632-7786
Student Union Sub-stations: 632-9317
Personal Safety Ride Program: 632-RIDE

Emergency Weather Information
West Campus: 632-SNOW
HSC/Medical Center: 444-SNOW

Crime Stoppers
On campus: 2-TIPS
Off campus: 1-800-220-TIPS

News and Events: 632-NEWS
To report a safety hazard: 632-ALERT
Traffic and Parking Concerns: 632-AUTO

NB: The off-campus area code for Stony Brook is ‘631’
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DIRECTIONS TO STONY BROOK

By Car
Take the Long Island Expressway (Route 495) to exit 62; follow Nicolls Road (Route 97) north for nine miles.

Ferry Connection
Connecticut car ferries run from Bridgeport to Port Jefferson (631-473-0286) and from New London to Orient Point (631-323-2525); call for schedules and information.

By Train
From Penn Station in Manhattan, take the Long Island Rail Road’s Port Jefferson line to Stony Brook (631-231-LIRR). Cross tracks for campus bus.

By Bus
Call Suffolk County Transit (631-852-5200) for schedules, rates, and routes for buses to campus from many local towns.

By Air
Land at Kennedy or LaGuardia airports, 50 miles west of campus, or at Long Island MacArthur Airport (631-467-3210), ten miles south of campus. All airports offer limousine and taxi service to campus. In addition, AirTrain JFK transports passengers between Kennedy Airport and Long Island Railroad trains (which go directly to campus), New York City Transit subways, and local buses. For more information, visit www.panynj.gov/airtrain.