WE ARE EXCITED THAT YOU HAVE CHOSEN TO BE A PART OF THE LASELL UNIVERSITY COMMUNITY.

After reading this guide and checking out lasell.edu/welcome, you may still have questions. We are here to help! Please bring your questions to Orientation or contact the Office of Student Activities & Orientation at (617) 243-2475 or via email at studentactivities@lasell.edu. The Office of Student Activities & Orientation is open Monday through Friday, from 8:30 A.M. - 4:30 P.M. Please note that the Office of Student Activities & Orientation will be closed on Fridays from Thursday, December 24, 2020 through Sunday, January 3, 2021.

We look forward to welcoming you to the Lasell Community! Go Lasers!

Jennifer L. Granger Sullivan

Jennifer L. Granger Sullivan
Director of Student Activities & Orientation
CHECKLIST

☐ 1. LOG IN TO YOUR LASELL EMAIL ACCOUNT
☐ 2. REGISTER FOR ORIENTATION
☐ 3. TAKE PLACEMENT EXAMS
☐ 4. SIGN UP FOR HOUSING
☐ 5. WAIVE OR ACCEPT ACCIDENT AND HEALTH INSURANCE
☐ 6. UPLOAD HEALTH RECORDS
☐ 7. COMPLETE REQUIREMENTS FOR STUDENT ATHLETES
☐ 8. COMPLETE REQUIRED ONLINE TRAINING
☐ 9. FINANCIAL AID REQUIREMENTS
☐ 10. PAY YOUR BILL

WELCOME WEBSITE
lasell.edu/welcome

QUESTIONS?
WE’RE HERE TO HELP!
(617) 243-2475 — studentactivities@lasell.edu
1. LOG IN TO YOUR LASELL EMAIL

YOUR LASELL UNIVERSITY STUDENT EMAIL USERNAME AND TEMPORARY PASSWORD WILL BE EMAILED TO YOU.

You will need to setup Multi-Factor Authentication at https://aka.ms/MFASetup. Here is a guide to help with setting up your Multi-Factor Authentication.

If you are unable to log in with the provided account and password, please contact the Information Technology Help Desk at (617) 243-2200 or helpdesk@lasell.edu.

2. REGISTER FOR ORIENTATION

LASER WINTER ORIENTATION: TUESDAY, JANUARY 26, 2021
(FOR FIRST-YEAR AND TRANSFER STUDENTS)

Your first steps are to register for Orientation and then complete your placement exams (page 4). After that, your academic advisor will register you for your spring courses and email your schedule to you. Your advisor will also discuss any schedule changes you may wish to make.

During Laser Winter Orientation, all students starting at Lasell in the spring 2021 semester will meet fellow classmates as well as members of the faculty and staff, and learn about various resources at Lasell.

INTERNATIONAL STUDENT ORIENTATION: MONDAY, JANUARY 25, 2021

In addition to attending Laser Winter Orientation, all F-1 Visa holders are required to attend International Student Orientation on Monday, January 25, 2021. Students will participate in engaging information sessions on maintaining their F-1 status, learning about American culture, and understanding what it is like to be an international student studying at Lasell.
3. TAKE PLACEMENT EXAMS

YOUR PLACEMENT SCORES WILL HELP YOU AND YOUR ADVISOR SELECT YOUR FIRST COURSES AT LASELL UNIVERSITY.

If you have any questions about any of the placement tests, please email Professor Guzmán at joguzman@lasell.edu

MATH PLACEMENT

All new students are required to take the Math Placement Test before attending Orientation. Visit lasell.edu/welcome to find more information and a link to the Math Placement Test.

LANGUAGE PLACEMENT

Students in a major with a foreign language graduation requirement or those considering further study in Spanish or French must also complete the appropriate placement test. Visit lasell.edu/welcome for further instructions.

COMPLETE PLACEMENT TESTS

lasell.edu/welcome

PLACEMENT TESTS ARE ONLINE!
4. SIGN UP FOR HOUSING

**LASELL UNIVERSITY OFFERS UNIQUE LIVING EXPERIENCES WHERE YOU WILL FEEL COMFORTABLE AND CONNECTED.**

If you plan to live on campus, you will be able to sign your Lasell University Housing Agreement electronically at lasell.edu/welcome, as well as request specific roommates and/or indicate personal preferences to assist with roommate matching.

It is anticipated that room assignments for incoming students will be emailed to your Lasell email address the week of January 11, 2021.

Please contact the Residential Life Office with any questions regarding housing needs at (617) 243-2124 or at residentiallife@lasell.edu.

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**COMPLETE THE HOUSING AGREEMENT BY WEDNESDAY, JANUARY 6, 2021, OR AS SOON AS POSSIBLE**
lasell.edu/welcome

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5. WAIVE OR ACCEPT ACCIDENT AND HEALTH INSURANCE

**HEALTH INSURANCE IS CHARGED TO ALL STUDENTS ONCE PER YEAR AND CAN BE WAIVED.**

All students enrolled in at least 9 qualifying credits are required by Massachusetts State law to enroll in the Student Health Insurance or be covered by a health insurance plan with comparable coverage.

Students who do not wish to purchase the plan and are enrolled in an existing plan with comparable coverage may waive the insurance/charge by completing the online waiver form prior to the payment due date (January 1, 2021) and providing proof of enrollment.

To complete a waiver form visit: universityhealthplans.com, select Lasell University, then ‘Petition to Waive’ from the Student Health Plan menu items.
6. UPLOAD HEALTH RECORDS

**ALL INCOMING STUDENTS MUST SUBMIT REQUIRED HEALTH FORMS.**

Detailed information and guidance is available through our Health Services Portal: lasell.medicatconnect.com. Please obtain a copy of your up-to-date immunization record and most recent physical exam from your healthcare provider’s office as soon as possible. You will not be able to complete the health forms or register for classes without a current immunization form on file.

Please contact Health Services at Lasell University with any questions at (617) 243-2451.

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**SUBMIT YOUR HEALTH FORMS ONLINE BY JANUARY 15, 2021**

lasell.medicatconnect.com

**HEALTH SERVICES PROVIDES CARE FOR ILLNESS, INJURY, AND WELL-BEING**

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7. STUDENT ATHLETES: COMPLETE MEDICAL CLEARANCE

**MEDICAL CLEARANCE MUST BE COMPLETED BY FEBRUARY 2, 2021.**

Medical clearance must be completed before any athletic participation.

Visit laserpride.lasell.edu/clearance for detailed information.

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8. COMPLETE REQUIRED ONLINE TRAINING COURSES

These 3 trainings cover health and safety regarding alcohol use, sexual assault prevention, and COVID-19 campus protocols. Visit lasell.edu/welcome for more information.
9. FINANCIAL AID REQUIREMENTS

The Office of Student Financial Planning is here to assist students and parents with questions about affording and financing your university education. We can help with questions and information about:

- Applying for financial aid
- Lasell University Awards
- Federal and/or state grants
- Student employment
- College savings plans
- Outside scholarships
- ... and more

FINANCIAL AID REQUIRED STEPS

1. Complete your FAFSA (Federal Application for Student Aid) with the Lasell FAFSA Code 002158.
2. Return any required documentation to our office
3. If you have already submitted your FAFSA and have received a federal Direct Stafford Loan, you must complete the two following items at Federal Student Aid (studentaid.gov):
   - Direct Loan Master Promissory Note
   - Direct Loan Entrance Counseling

LEARN MORE ABOUT FINANCIAL AID
lasell.edu/finaid

IMPORTANT FINANCIAL PLANNING LINKS

- Free Application for Federal Student Aid:  fafsa.ed.gov (FAFSA code 002158)
- Federal Direct Student/Parent Loans: studentaid.gov
- IRS for Tax Transcripts: irs.gov
**10. PAY YOUR BILL**

**PAYMENT SCHEDULE**

Tuition and fees are charged per semester. When you register at Lasell University, you are agreeing to pay all charges when the account is due. Bills are available online only. To access your bill, visit lasell.edu/welcome for further instructions.

**SPRING 2021 SEMESTER**

Your bill is due by Friday, January 1, 2021

**LEARN ABOUT PAYMENT OPTIONS**

lasell.edu/payment

**BILLING NOTIFICATION**

All communication and notifications regarding billing statements will be sent to your Lasell University email address.

Please contact the Office of Student Accounts with any questions regarding your statement at (617) 243-2103 or at studentaccounts@lasell.edu.

**ADD A PARENT OR GUARDIAN AS A SHARED USER TO HELP MANAGE YOUR ACCOUNT**

**TO GRANT SHARED ACCESS**

1. Visit MyLasell and log-in using your Lasell email
2. Choose PayMyBill under the University Resources tab
3. Choose Manage Account Access at top right of Summary tab
4. Click Add Authorized User
5. Add all required information and then select Submit
IMPORTANT CONTACTS

OFFICE OF ADMISSION HAMEL HOUSE........ 24
617-243-2225 info@lasell.edu

FINANCIAL AID POTTER HOUSE ................... 43
617-243-2227 finaid@lasell.edu

STUDENT ACCOUNTS POTTER HOUSE........ 43
617-243-2103 studentaccounts@lasell.edu

STUDENT ACTIVITIES & ORIENTATION ARNOW CAMPUS CENTER ..................... 3
617-243-2475 studentactivities@lasell.edu

RESIDENTIAL LIFE EDWARDS STUDENT CENTER ................... 21
617-243-2124 residentiallife@lasell.edu

REGISTRAR POTTER HOUSE ................... 43
617-243-2133 registrar@lasell.edu

ATHLETICS ATHLETIC CENTER ................... 5
617-243-2147 lasellathletics@lasell.edu

INTERNATIONAL STUDENT SERVICES ARNOW CAMPUS CENTER ..................... 21
617-243-2398 iss@lasell.edu

BOOKSTORE SCIENCE & TECHNOLOGY CENTER ................... 47
617-243-2182 lasellbookstore@lasell.edu

CAMPUS POLICE WINSLOW ACADEMIC CENTER ................... 53
617-243-2269 campuspolice@lasell.edu

HEALTH SERVICES EDWARDS STUDENT CENTER ................... 21
617-243-2451
Make appointments via the Lasell Patient Portal:
https://lasell.medicatconnect.com/

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