We provide this “checklist” to help you keep track of important tasks and deadlines throughout the summer. REMEMBER to keep checking DartHub, as other “tiles” (and tasks) will be added in coming months.

Online applications are available for you to review, update, and/or use for important functions prior to arrival on campus. The information should be completed online and, if applicable, sent to offices, by the dates indicated below.

Brief descriptions about the “tile” options are included in this checklist. Detailed information is available on DartHub.

**If you are unable to access the tiles on DartHub, please call or email the appropriate office.** General questions regarding the Incoming Student DartHub can be directed to the Undergraduate Deans Office: 603-646-2243 or undergraduate.deans.office@dartmouth.edu.

1. To access the DartHub tiles, use your web browser to go to the webpage darthub.dartmouth.edu.
2. Provide the NetID and password — and answers to your security questions if prompted — created in the “claim your account” process. You should have already received an email from help@dartmouth.edu with your NetID and instructions for claiming your account.
3. Read and agree to the ‘Terms of Usage’ by clicking Continue.
4. You have arrived at the Incoming Student DartHub!
5. You should see categories on the left, including the following. Click on each category, and work through the tiles.

### 2. INFORMATION REQUIRED PRIOR TO CHECK-IN FOR THE FALL TERM

<table>
<thead>
<tr>
<th>Tile Options</th>
<th>DEADLINE for Information to be Updated Online or Sent to Applicable Office</th>
<th>Available Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Application – Incoming First-Year Students</td>
<td><strong>June 11</strong> – Assignments will begin to be processed</td>
<td>Beginning May 16</td>
</tr>
</tbody>
</table>
| **Health Services Online** | **June 30** – Deadline to submit to College Health Services (Dick’s House)  
**July 1** – Deadline to submit Insurance Waiver | Health Services: Beginning May 16  
Insurance: Beginning May 18 |
| Academic Interest Form | **July 15** | Beginning May 16 |
| **D-Pay**  
(Billing and Payment System) | **July 31** – To receive notice of first statement in a timely manner. | Beginning May 16 |
| **Academic Honor and Sources and Citations at Dartmouth** | **September 4** | Beginning May 16 |
| **Computer Selection** | **August 20** – Deadline to order computer | Beginning May 16 |

### 3. PERSONAL INFORMATION

<table>
<thead>
<tr>
<th>Tile Options</th>
<th>DEADLINE for Information to be Updated Online or Sent to Applicable Office</th>
<th>Available Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Data Form</td>
<td>Keep up-to-date</td>
<td>Beginning May 16</td>
</tr>
<tr>
<td>Address/Contact Information</td>
<td>Keep up-to-date</td>
<td>Beginning May 16</td>
</tr>
<tr>
<td>Disclosure of Information to Parents/Guardians</td>
<td>N/A</td>
<td>Beginning May 16</td>
</tr>
<tr>
<td>Email Address Verification</td>
<td>Keep up-to-date</td>
<td>Beginning May 16</td>
</tr>
</tbody>
</table>
| **Religious Preference or Heritage** | **July 10** – Please submit information by this date.  
Information submitted after this date will be shared periodically as needed. | Beginning May 16 |
5. TRIPS (FIRST-YEAR)

<table>
<thead>
<tr>
<th>Tile Option</th>
<th>DEADLINE for registration</th>
<th>Available Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trips (First-Year)</td>
<td>June 16 – Deadline to register online for a First-Year Trip</td>
<td>Last week of May</td>
</tr>
</tbody>
</table>

These tiles will become visible later this summer – continue to monitor DartHub!

7. FIRST-YEAR WRITING

<table>
<thead>
<tr>
<th>Tile Options</th>
<th>DEADLINE for Information to be Updated Online or Sent to Applicable Office</th>
<th>Available Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>Directed Self-Placement Process for First-year Writing</td>
<td>Student submission due June 15. Accept or refuse placement recommendation between July 9 and July 16. Institute for Writing and Rhetoric (<a href="mailto:writing.two.three@dartmouth.edu">writing.two.three@dartmouth.edu</a>)</td>
<td>June 1 to June 15 open for submission. Placement recommendation results beginning July 9.</td>
</tr>
<tr>
<td>DartWrite Portfolio</td>
<td>Look for an email invitation after July 18 with more information about this exciting opportunity! Institute for Writing and Rhetoric (<a href="mailto:DartWrite@dartmouth.edu">DartWrite@dartmouth.edu</a>)</td>
<td>Beginning July 18</td>
</tr>
</tbody>
</table>

8. TEST SCORES

<table>
<thead>
<tr>
<th>Tile Option</th>
<th>DEADLINE for Information to be Updated Online or Sent to Applicable Office</th>
<th>Available Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test Scores</td>
<td>August 15 – Scores must be received by this date</td>
<td>Beginning July 1</td>
</tr>
</tbody>
</table>

THE FOLLOWING MUST BE COMPLETED BEFORE YOU CAN CHECK-IN FOR FALL TERM.

- **Housing Application – Incoming First-Year Students**

Refer to an email from Undergraduate Housing. All members of the Class of 2022 must complete the online housing application. The application will be available on May 16 and assignments will start to be processed after the deadline of June 11. Housing assignments and roommate information will be emailed in late July/early August. Undergraduate Housing can be reached at 603-646-3093.

- **Health Services Online**

For additional information regarding health and insurance requirements online, please visit the College Health Service (Dick’s House) website or go directly to these links: 2018-2019 Entering Student Health & Immunization Requirements (or call 603-646-9404), and Insurance Requirements (or call 603-646-9438).

- **Academic Interest Form**

This form allows you to verify and/or update the area of academic interest that we have on file for you. It is important that this information be as current as possible as we prepare to welcome you to campus.
What is D-Pay? D-Pay is the name of our billing and payment system. You will view your student account statement and make your payments online. To make payments online, your bank account must be a US-based checking or savings account.

International students may pay their bills by wire or through Flywire (www.flywire.com/school/dartmouth).

How does my parent or guardian view my bill? If you would like parents, guardians, or other individuals to view your account statement or make payments to your account, you must first authorize them. You may have multiple authorized users. You will access D-Pay through a link in DartHub. Once authorized by you, parents, guardians, or other individuals will access D-Pay through a different link. Both links are found here: www.dartmouth.edu/~control/student/dpay.html. Authorize your parents/guardians by July 31, 2018 to ensure they receive an email from the D-Pay system when the Fall term bill is posted.

When will I be billed and when is my payment due? Student account statement and billing information is available online. The D-Pay system is available 24 hours a day. Please access the billing schedule at this link: http://www.dartmouth.edu/~control/student/schedule.html.

If you have questions or need assistance, please contact Campus Billing and DartCard Services at 603-646-3230 or campus.billing@dartmouth.edu.

Academic Honor is a core value at Dartmouth. In 1962, the faculty adopted a resolution that began as follows: The Faculty of Dartmouth College, in recognizing the responsibility of students for their own education, assumes intellectual honesty and integrity in the performance of academic assignments, both in the classroom and outside. Each student upon enrollment at Dartmouth College accepts this responsibility with the understanding that any student who submits work which is not their own violates the purpose of the College and is subject to disciplinary actions, up to and including suspension and separation.

To ensure you understand our standards for academic integrity, we ask you to read the full text of our Academic Honor Principle and the Sources and Citations at Dartmouth guide developed specifically for Dartmouth by our faculty. You must confirm you have done so by Tuesday, September 4, 2018. You should also be sure that you have Sources and Citations downloaded to your desktop for easy reference before the term begins, and that you read the syllabus for every class you take at Dartmouth. In addition to the general guidelines, your professors will set course-specific academic honor expectations. It will be your responsibility to review all these materials carefully, and to consult with your faculty and advising resources if you have any questions.

Visit The Computer Store online: http://computerstore.dartmouth.edu/bts. Your computer must be ordered by August 20. If you have questions about the minimum requirements, or our packages, call the incoming student computer hotline at 603-646-1104 (from the U.S. or Canada) or 866-720-7567 (from outside the U.S. or Canada; the call is toll-free) or email computer.hotline@Dartmouth.edu.

VERIFY PERSONAL INFORMATION

The purpose of this webpage is to confirm the data we have about you and your parents/guardians. Please review all the information and confirm/make corrections online where possible. If information cannot be updated on the web, you can email the change(s) to Undergraduate.Deans.Office@Dartmouth.edu.

If information does not need to be changed, you should still click the “Looks Okay” buttons to confirm this.

Update addresses on this form.
Disclosure of Information to Parents or Guardians

All students should review this webpage, which informs students of their privacy rights regarding the disclosure of student education records.

Students who are not claimed as a dependent on their parents’ or guardians’ tax return and do not want information from their education record shared with parents or guardians, may request independent student status. Documentation is required and should be sent to the Undergraduate Deans Office. The College will review requests based on documentation provided.

Email Address Information

Please keep your email address up to date.

Religious Preference or Heritage

You may indicate your religious affiliation/heritage. If you request, your name will be given to a representative of your faith associated with the Tucker Center. For more information about student religious organizations and multi-faith discussions and programs, visit the Tucker Center website. You can also reach the Tucker Center at 603-646-3780.

TRIPS (FIRST-YEAR)

Trips (First-Year)

Refer to separate communication from the Dartmouth Outing Club, which will be sent during the last week of May. See the Dartmouth Outing Club website for additional information for incoming students. (First-Year Trips: 603-646-3996)

FIRST-YEAR WRITING

Directed Self-Placement Process for First-year Writing

In a separate mailing in early June, details and instructions regarding the online Directed Self-Placement Process for First-year Writing will be sent to invited students. This web-based process has been designed to allow students who might benefit from a two-term writing course to have their writing evaluated and to receive a recommendation about whether to take Writing 2-3 or Writing 5. Students who do not receive an invitation by June 10 to complete the online writing placement process but who feel that they would benefit from taking the Writing 2-3 course should contact the Institute for Writing and Rhetoric as soon as possible by email: writing.two.three@dartmouth.edu.

Please read for further information and explanation: The first-year writing requirement at Dartmouth consists of Writing 5 (or its two-term equivalent, Writing 2-3) and a First-year Seminar. Another way of fulfilling the first-year writing requirement is to take Humanities 1-2, an interdisciplinary two-term course for first-year students offered only in fall and winter terms. Students interested in applying for Humanities 1–2 must contact the Humanities 1–2 program during the summer prior to registering for fall term. For details, see www.dartmouth.edu/~hums1-2/.

Students who take Writing 2-3 will be preregistered for Writing 2 when they arrive on campus in the fall. Students taking Writing 5 are assigned to take the course in either the fall or the winter; this assignment cannot be changed. Information about when a student is scheduled to take Writing 5 appears in the online student placement record visible to students and their advisors just prior to fall course election. Students taking Writing 5 in the fall will register for Writing 5 when they elect their other fall courses.

Reminder: for more detailed information about these first-year writing courses, see the Institute for Writing and Rhetoric website: http://writing-speech.dartmouth.edu/curriculum/placement-and-enrollment-policies.

DartWrite Portfolio

Later in July, you’ll receive an invitation to join the DartWrite Portfolio project. At that time, you’ll need to log back into DartHub to find links to your portfolio and to help resources to get you started.
**TEST SCORES**

- **Test Scores**

*Scores must be received directly from the College Board by August 15* and will be displayed on this webpage if we have received them. We have listed your ACT (Math and English only), AP, IB (Higher Level only), SAT, SATI, and SATII scores currently on record. A-Level scores are not included in the list. Please review the scores to make sure they are accurate and complete. If any scores are missing and you would like them to be used for placement purposes, please have a score report sent to Dartmouth from the College Board. If IB (Higher Level) scores are missing, you should have a Transcript of Grades sent to Dartmouth from the IB Board.

For those of you who receive email on your phone, you can set it up to receive your Dartmouth "blitz" by following the instructions at the links below.