**Hello! We look forward to your arrival!**

We can hardly wait to meet you this summer, or during the orientation programs at the beginning of the fall semester.

Not only do we have great expectations for you, but we are excited to share the wonderful opportunities you'll have during your studies at the University of Florida in Gainesville, Florida!

The Graduate School provides some excellent links from their website that you may want to begin exploring. Visit them online at [http://gradschool.ufl.edu/students/introduction.html](http://gradschool.ufl.edu/students/introduction.html). Links include information about living in Gainesville, costs, services, housing, financial aid, the graduate catalog, international student information, and much more.

The University Office of Admissions also provides information to help you become better acquainted with UF. Visit [http://www.admissions.ufl.edu/grad/](http://www.admissions.ufl.edu/grad/) and follow the links under “Admitted Students.” A complete listing of Admissions sites is available at [http://www.admissions.ufl.edu/sitemap.html](http://www.admissions.ufl.edu/sitemap.html).

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**Important Contacts**

**SCHOOL OF ART & ART HISTORY**

**ADVISING:**

Prof. Dixie Neilson  
104 FAC  
dixneilson@ufl.edu  
352.273.3071

*Discipline-specific advisers will be assigned at orientation.*

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**COLLEGE OF FINE ARTS GRADUATE & ACADEMIC PROGRAMS:**

**ASSISTANT/ FELLOWSHIP MANAGER:**

Mr. George Trucano  
114 FAA  
gtrucano@ufl.edu  
352.273.0320

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**GRADUATE ADMISSIONS & ACADEMIC PROGRAMS:**

Ms. Laura Robertson  
lrobertson@arts.ufl.edu

Mr. Phillip Klepacki  
gradadmissions@arts.ufl.edu

207 AUD  
Tel. 352.846.3425  
FAX 352.392.3802

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**Welcome to the University of Florida College of Fine Arts!**
Add to your UF experience with choices almost every day of plays, concerts, international performances, world-class artists, or art exhibits in one of our exciting venues.

Curtis M. Phillips Center for the Performing Arts hosts international and national touring performances as well as local groups. Recent performances include Avenue Q; Pat Metheny; Sister Hazel; The Ten Tenors; Stradivari Quartet; Béla Fleck and the Flecktones; CATS; Joshua Bell; Hairspray; The Soweto Gospel Choir; Christine Brewer; and Ben Folds. Visit [http://www.performingarts.ufl.edu](http://www.performingarts.ufl.edu) for information on upcoming events.

Constans Theatre provides 415 seats in the heart of the UF campus, at the Nadine McGuire Theatre and Dance Pavilion. See [http://www.arts.ufl.edu/theatreanddance](http://www.arts.ufl.edu/theatreanddance) for Theatre and Dance events.

The Harn Museum of Art is the largest museum between Orlando and Atlanta. Events include art films, performances, workshops, and lectures from visiting art historians. Visit [http://www.harn.ufl.edu/](http://www.harn.ufl.edu/) for exhibition listings.

The College of Fine Arts Calendar of Events, including performances, exhibits, and lectures from the Schools of Music, Theatre & Dance, and Art & Art History, is online at [http://www.arts.ufl.edu/events.asp](http://www.arts.ufl.edu/events.asp).

The University Galleries website lists exhibits in UF’s three galleries. Visit [http://www.arts.ufl.edu/galleries](http://www.arts.ufl.edu/galleries) for more information.

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**Graduate School Orientation Sessions**

Orientation for new graduate students takes place at the start of fall and spring semesters every academic year to acquaint you with UF personnel, services, policies and procedures as a newcomer to the University of Florida.

**Monday, 16 August**

Student Services and Organization Tables Display: J. Wayne Reitz Union (JWRU)

**Wednesday, 18 August**

Academic Written English Screening Test for International Students

SPEAK Test for International Students

Times and locations will be confirmed later this summer—check back at [http://gradschool.ufl.edu/students/orientation.html](http://gradschool.ufl.edu/students/orientation.html) for more information.

**Tuesday, 17 August**

Graduate Teaching Assistant Orientation, Part 1: JWRU

**Thursday, 19 August**

School of Art & Art History Graduate Student Orientation: 1:30pm, Fine Arts Building B

Advising and registration will take place during this week as well. More information will come as orientation approaches.

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**School of Art & Art History Orientation**

In addition to the sessions sponsored by the Graduate School, the School of Art & Art History will hold its own required orientation session.
Medical Immunizations

To attend the University of Florida you MUST complete the screening health history questionnaire AND show proof of immunity to measles (2 shots required) and rubella (1 shot required). In addition, students coming to UF from outside the United States must have a skin test for tuberculosis within six months of arrival into the U.S. You will receive a yellow Immunization Form from the Admissions Office. If you do not, or have misplaced your copy, you may review the policies (http://shcc.ufl.edu/medical/immune.shtml) and access the form (http://shcc.ufl.edu/medical/pdf/acl-002a.pdf) online.

If instructions on the Immunization Form were followed, clearance for registration should work smoothly. As a precaution, you should keep your own copy of the proofs and the form that you submit, and bring those with you. If your records are incomplete for any reason, you will be able to acquire necessary immunizations once you arrive on campus. If you mailed or faxed records, or have special questions or concerns, you may call 352.392.1161, and press ‘3’ to reach the Immunization Clinic.

More on Student Health Services

The Student Health Service provides primary medical care, preventative medicine, health screening programs and mental health consultation and counseling. These services are available to all full-time students. The Student Health Care Center (SHCC), housed in the Infirmary (centrally located on campus), consists of an out-patient clinic and an in-patient unit.

A health fee is charged as a part of the tuition paid by all students—it is not health or accident insurance. This fee covers outpatient visits to the infirmary, some laboratory tests and some medications.

If more complicated diagnostic study or hospitalization is required, additional charges are made. To learn more about the services offered by the SHCC, visit their website, http://shcc.ufl.edu.

Health Insurance: Gator GradCare

GREAT NEWS!!! A health insurance benefit program is part of the salary and benefits package for all graduate assistants and fellows. Please read the information provided by the Office of Human Resources at http://www.hr.ufl.edu/benefits/gatorgradcare/default.asp.

Please note that enrollment is NOT automatic—you will find enrollment information at the above website as well.

Health insurance, sponsored through Student Government, is available for purchase for students not on a graduate assistantship. Call the Insurance Office of the Student Health Care Center at 352.392.1161 x284, or visit them online at http://www.shcc.ufl.edu/insurance.shtml.
**Final Transcripts**

If you have just graduated, or did not send one previously, you are required to submit an OFFICIAL final transcript that includes ALL credit and grades earned for your bachelor's degree (and master's, if applicable). This transcript should also include the degree statement (which states what degree you earned in what program on what specific date).

You will have a hold placed on your record and will not be able to register during the fall semester if the University of Florida does not receive this official final transcript.

***If you are just graduating this term, please be sure that the final grades and degree statement are posted on the transcript before having it sent—you can confirm this with your institution’s registrar.***

You may email gradadmissions@arts.ufl.edu to confirm if we have the final, official transcript.

**Please send your final, official transcript directly to:**

Office of Admissions
S201 Crizer Hall
PO Box 114000
University of Florida
Gainesville, FL 32611-4000

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**Computing Services**

GatorLink is a computer ID and suite of services that allows access to a variety of UF campus computing resources. Every student is required to get a GatorLink ID.

Some free services are available to students; other campus services require a GatorLink sign-on to authenticate your identify, and there are some fee-based services.

To set up your GatorLink account, visit [http://www.gatorlink.ufl.edu](http://www.gatorlink.ufl.edu). You’ll need your UFID number, which you can obtain at [https://was.isadmin.ufl.edu/webapp/baiuelf2tSSNTranslator](https://was.isadmin.ufl.edu/webapp/baiuelf2tSSNTranslator).

Students are able to forward their GatorLink email address to any valid email address, on or off campus. Official correspondence from the University is sent via the Gatorlink email; students selecting the forwarding option are still responsible for regularly checking for any mail sent to their GatorLink email address. Visit [http://help.gatorlink.ufl.edu/email.html#forwarding](http://help.gatorlink.ufl.edu/email.html#forwarding) to learn more about email forwarding.

When you have established your new ‘ufl.edu’ email address, please send it to gradadmissions@arts.ufl.edu.

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**Computer Requirements**

Access to and ongoing use of a computer will be required for all students to complete their degree programs successfully. The University of Florida expects each student to acquire computer hardware and software appropriate to his or her degree program.

Competency in the basic use of a computer is a requirement for graduation. Class assignments may require use of a computer, academic advising and registration can be done online, and official university correspondence is often sent via e-mail.

The UF Bookstore offers discount programs on Apple and Dell systems and software; for more information, visit their website at [http://www.bsd.ufl.edu/bookstore](http://www.bsd.ufl.edu/bookstore).
Financial Aid—Student Loans

Students applying for loans and work through Student Financial Affairs (SFA) should understand that fee waivers are included in aid packages. You are responsible for notifying SFA of all such assistance you receive from any source. Receiving fee waivers affects eligibility for aid through SFA.

At the University of Florida, graduate students may apply for the following student loans: Federal Direct Stafford/Ford Loans (subsidized and unsubsidized); University of Florida Institutional Loans; and Federal Perkins Loans. These programs offer long-term, low-interest loans that must be repaid when the borrower graduates, withdraws, or drops to less than half-time enrollment.

In general, students may borrow up to the cost of attendance minus any other financial aid per academic year at interest rates from 5% to 8.25% annually. Some loans are based on financial need; others are not. The actual amount of each loan is based on financial need and/or program limits.

To apply, complete the Free Application for Federal Student Aid (FAFSA) at http://www.fafsa.ed.gov. Students are advised to apply as early as possible, observing the deadlines posted at http://www.sfa.ufl.edu.

You should always seek financial aid advice from your assigned aid counselor, as requirements are complex and beyond the expertise of the college office. The key to a stress-free semester is to begin the semester with other funds (perhaps available credit that you can pay back when your aid is disbursed). To learn who your financial aid adviser is, visit http://www.sfa.ufl.edu/infoserv/adviser.html.

Financial Aid—Part-Time Jobs

The University of Florida Office of Student Financial Affairs, located in S-107 Criser Hall, coordinates part-time on- and off-campus employment. Off-campus job lists are posted on the job bulletin boards, and students simply need to contact the employers. SFA maintains job bulletin boards at http://www.sfa.ufl.edu/programs/studentemployment.html.

ISIS (Integrated Student Information System)

ISIS consolidates a number of items important to students. Logging in with your Gatorlink ID allows access to the following:

My Online Services:
* Student Records (“My Record”): final grades; holds; GPA; emergency contact info
* Financial Aid: aid status; awards/disbursements; additional aid reporting (e.g. outside scholarships)
* Financial Services: make payments; account activity; charges due; direct deposit; tuition statement
* Registration: registration prep; schedule verification; textbook information

My Resources:
* Academic Info: Graduate Catalog; Graduate Information Management System (GIMS); grad student listserv; schedule of courses; calendar/critical dates
* Financial Info: forms for financial aid and financial services
* Personal Info: address updates; emergency contacts; enrollment/degree verification
* Other Info: links to campus resources (Career Resource Center; computing tips; Dean of Students Office; textbook search; UFL Webmail)

Student ID: Gator 1 Card

The Gator 1 Card is the official picture ID for the University of Florida. It is required of all students and you may be denied university services if you do not have one.

To get your Gator 1 Card, go to the ID Card Services office, located in Room G071 of the UF Bookstore & Welcome Center (adjoining the J. Wayne Reitz Union). You will need a photo ID, such as a driver’s license, military ID, or passport.

If you do not have a photo ID, you can go to Station #2 at the Registrar’s Office in Criser Hall for a notarized statement affirming your identity. You will also need your Social Security card, military ID, insurance card, Selective Service card, or any document from the University that shows your Social Security number printed on it.

The Gator 1 Card costs $15, payable by cash, check, debit, or credit. For more information, visit http://www.gator1card.ufl.edu, or call 352.392.8343.
**Relocating to Gainesville—Housing and Services**

On-campus housing is quite limited, so you are encouraged to submit applications to the Campus Housing Office early. See [http://www.housing.ufl.edu/](http://www.housing.ufl.edu/) for more information.

Most graduate students live off-campus. Off-campus information can be found at the Campus Housing website, or through the links below. Because parking on campus is extremely limited, you will be much happier if you find an apartment near campus, or near a city bus route. **UF students ride free on all city buses** (see [http://www.go-rts.com](http://www.go-rts.com) for more on city and campus routes).

**Off—campus housing:**

- Apartment Hunters: [http://www.apartmenthunters.com](http://www.apartmenthunters.com)
- Gainesville Sun Listings: [http://gainesville.com/section/realestate](http://gainesville.com/section/realestate)
- Banks: [http://www.gainesvillechamber.com/Chamber_Services-Member_Directory.aspx](http://www.gainesvillechamber.com/Chamber_Services-Member_Directory.aspx)
  (select “Banks” and/or “Credit Unions” from the drop-down list)
- Telephone/Cable/Internet:
  - AT&T: [http://www.att.com](http://www.att.com)
  - Cox Communications: [http://www.cox.com](http://www.cox.com)

**On-campus Dining:**

- Gator Dining Services: [http://www.bsd.ufl.edu/dining/](http://www.bsd.ufl.edu/dining/)

**Parking on Campus**

Decals or permits are required for parking in all areas of campus between 7:30am and 4:30pm, Monday through Friday, unless indicated otherwise by signage. Decals may be purchased at the Transportation and Parking Services (TAPS) Office located at the corner of Gale Lemerand Drive and Mowry Road. Office hours are 8:00am to 4:30pm, with special extended hours during rush periods. Please note that parking is EXTREMELY limited on campus, and purchasing a parking decal does not guarantee access to a parking space. It is highly recommended that you use an alternative form of transportation: many Gainesville roads are equipped with bicycle lanes, and the Regional Transit Service (RTS) can be ridden for free by showing your Gator 1 Card.

For more information, including maps of the various lots throughout campus, visit [http://www.parking.ufl.edu](http://www.parking.ufl.edu).

**Note:** During break weeks, students can park in certain areas on campus without a decal. The TAPS website posts information on when and where restrictions are lifted.

**Pre-Registration Holds**

Before registration can take place, all students must clear two pre-registration holds: emergency contacts and acceptance of registration terms/conditions. **These must be cleared each semester before registering for the upcoming term.**

To clear these holds, go to [http://www.isis.ufl.edu/](http://www.isis.ufl.edu/) and follow these steps:

1. Click “My Record,” and select “Update Emergency Contact Info.”
2. Click “Registration,” and select “Registration Prep.”
3. Click “My Record,” and select “Holds” to check for any other holds on your account, and clear these prior to registration.

Please take a moment to clear these holds **before** you meet with your advisor for registration.
Final Checklist

BEFORE YOU ARRIVE IN GAINESVILLE:
◊ Submit final transcript, showing your earned degree(s)
◊ Submit immunization verification
◊ Enroll in Gator GradCare (for graduate assistants/fellows)
◊ Return payroll forms (for graduate assistants/fellows)
◊ Establish GatorLink ID for email and computing services
◊ Secure housing arrangements
◊ Submit financial aid application (optional)
◊ Check ISIS for any holds on your account
◊ Reserve Graduate School orientation dates
◊ Reserve School of Art & Art History orientation date

WHEN YOU ARRIVE IN GAINESVILLE:
◊ Purchase Gator 1 Card (student ID)
◊ Purchase textbooks (http://wwwbsd.ufl.edu/bookstore/)
◊ Purchase parking decal (optional)
◊ Clear pre-registration holds BEFORE registering
◊ Meet for advising/registration AFTER orientation

ANY LINGERING QUESTIONS OR CONCERNS?
Email gradadmissions@arts.ufl.edu—we are available throughout the summer!

RESOURCES/WEBSITES:
+ ISIS (Integrated Student Information System): http://www.isis.ufl.edu
+ myUFL: http://my.ufl.edu
+ Ask UF—Frequently Asked Questions: http://www.questions.ufl.edu
+ UF Website Listing: http://www.ufl.edu/websites/
+ College of Fine Arts: http://www.arts.ufl.edu
+ UF Libraries: http://www.library.ufl.edu
+ International Center: http://www.ufic.ufl.edu
+ Campus Recreation: http://www.recsports.ufl.edu
+ Counseling Center: http://www.counsel.ufl.edu
+ Student Financial Affairs: http://www.sfa.ufl.edu
+ Graduate Assistants United: http://www.ufgau.org
+ Interactive Campus Map: http://campusmap.ufl.edu
+ Teaching Center (helpful resources for Teaching Assistants):
  + TA Development: http://www.teachingcenter.ufl.edu/ta_development.html
The School of Art and Art History is noted for its comprehensive undergraduate and graduate degree programs, the scholarly and creative activity of its faculty, and the significant achievements of its alumni. Both students and faculty receive invitations to exhibit and fellowships to undertake creative work from such prestigious institutions as the Getty Research Institute, the Guggenheim Museum, the National Gallery of Art, and the Metropolitan Museum of Art in New York City. Through its Visiting Artists and Scholars program, the school brings inspiring mentors to the campus like art critic Robert Morgan, artist James Terrell, art educator Dr. Alhaji Yakubu Peligah, artist and author Hans Haãcke, artist Sokari Douglas Camp, and others such as Hal Foster, Philip Meggs, Mark Dion, Fred Wilson, and Terry Adkins. Today, the school consists of several major buildings in the Fine Arts Complex, WARPhaus, and three galleries—the University Gallery, the Focus Gallery, and the Grinter Gallery, in nearby Grinter Hall. The school offers an exciting and diverse curriculum, with programs ranging from classical art history studies to contemporary digital arts and interactive media design.

**UF at a glance**

UF is a major public research university, one of the five largest in the nation. The state's oldest, largest, and most comprehensive university, Florida is among the nation's most academically diverse.

Florida has a long history of established programs in international education, research, and service. The University is a community of outstanding faculty, talented students, and committed staff who learn and work in a stimulating and diverse intellectual environment.

- **Total Number of Students:** 52,271 (36,386 undergraduates; 15,885 graduate/professional students)
- **Minority Enrollment (African-American, Hispanic-American, Asian-American):** 14,354
- **International Students:** 6,300
- **Ratio of Men to Women:** 47:53
- **Graduate Degree Programs:** 262
- **Student Organizations:** more than 700

In 1985, UF was admitted to the Association of American Universities (AAU), one of the most prestigious organizations in higher education. UF is the only school in Florida to be a part of AAU.

UF awards almost $68 million of financial aid annually: $32 million in student loans and $36 million in scholarships and grants.

The books in the UF Libraries can fill every seat in Ben Hill Griffin Stadium (“The Swamp”) with 45 books. The Swamp seats 90,000 fans and is the fourth largest college stadium in the country.

**IT'S GREAT TO BE A FLORIDA GATOR!!!**