

2023 SPRING MID-SEMESTER BULLETIN

As the semester heads toward its halfway mark, we wanted to take this opportunity to send out the following information to all students.

CLASS REGISTRATION SCHEDULE: *Dates may be subject to change*

Listed below is the registration schedule, also available at <https://www.oldwestbury.edu/academics/calendar>

SPRING 2023 EARLY REGISTRATION on the Web (connect.oldwestbury.edu):	
Wednesday, March 8, 2023 to Tuesday, March 14, 2023	Mid-Term week
Saturday, March 18, 2023 to Friday, March 24, 2023	Spring Break – no classes
Monday, March 27, 2023	Classes resume
Monday, March 27, 2023	Fall 2023 registration for Seniors
Thursday, March 30, 2023	Fall 2023 registration for Juniors
Monday, April 3, 2023	Fall 2023 registration for Sophomores
Thursday, April 6, 2023	Fall 2023 registration for First-Years
Friday, April 7, 2023	Continuing Registration for Fall 2023 for all students



BILL PAYMENT:

FINANCIAL AID: All students are required to re-apply for financial aid each year.

- For Spring semester students the recommended deadline to submit all relevant paperwork is **Fri, April 14**

BURSAR: You must be financially clear with the Office of the Bursar through these payment options:

- Credit Card: Old Westbury accepts VISA, MasterCard and Discover credit card payments which are processed online using the web credit card payment option available on your E-Bill which can be accessed via **ConnectOW**.
- Check: Check payments can be made on-line via the **ConnectOW portal**.



Office of the Bursar
Campus Center, Room H-100
Phone: (516)876-3168
Email: bursar@oldwestbury.edu

Office of Financial Aid
Campus Center, Room H-100
Phone: 516-876-3224
Email: financialaid@oldwestbury.edu

CHECKING STUDENT HOLDS:

- Some account holds are listed under "My Alerts" within connect.oldwestbury.edu
- All holds are listed under: Registration> View Holds
 - To clear the hold you must work with the department or individual who initiated the hold. For example, if you have an outstanding bill, the Bursar may place a hold on your account.

ACADEMIC SUPPORT RESOURCES:

The College offers a number of academic and student support services. All staff and faculty associated with these functions work together to assist students in understanding and meeting the College's requirements. While the list is not exhaustive, we hope that you will use these services as needed to address any academic concerns or issues.

Academic Advisement	
Microsoft (MS) Teams can be accessed through Office 365/Outlook email on a laptop/tablet using connect.oldwestbury.edu or the Microsoft Teams app which can be downloaded on smartphone or desktop.	
FIRST-YEAR STUDENTS <i>(First Year Experience (FYE) and Community Action Learning and Leadership Program (CALL))</i>	Please follow the directions in the email from the First Year Experience program to create an in-person advising appointment or Distance Academic Advisement appointment. First-year advises students for their entire first-year at OW into their sophomore year, working as a liaison between departments and students <ul style="list-style-type: none"> Monday – Friday 8:30am – 5:00pm Accessible phone #'s: (516) 876-3458 Any questions please contact, guzzardil@oldwestbury.edu . All staff members can be contacted through Zoom, Teams, their OW email, or their direct phone lines.
SOPHOMORES	Please follow the directions in the email ("Schedule Your Advising Appointment") from the Academic Advising Center to create a Remote or In Person Academic Advisement appointment. Any questions please contact, advising@oldwestbury.edu
ARTS & SCIENCES JUNIORS/ SENIORS	Please contact your faculty advisor to arrange a Remote or In Person Academic Advisement appointment. You can find your faculty advisor in Navigate or download the Navigate App. Any questions please contact advising@oldwestbury.edu .
EOP FIRST YEAR AND SOPHOMORE STUDENTS	Students will receive and email to create a Distance Academic Advisement appointment with their EOP Counselor. The best ways to communicate with the office will be through email, phone, or Teams. <ul style="list-style-type: none"> Always available virtually through MS Teams, appointments will be scheduled through MS Teams. All EOP staff can be contacted by sending an email or leaving a voicemail. Monday – Friday there will be someone physically in the office
SCHOOL OF BUSINESS	Please follow the directions in the email from the School of Business concerning Distance Academic Advisement. Any questions please contact School of Business office 516.876.3331 or contact <ul style="list-style-type: none"> Joel Feiner, feinerj@oldwestbury.edu or Lorraine Todisco, todiscol@oldwestbury.edu
SCHOOL OF EDUCATION	Please contact your faculty advisor or Rheba Jules, julesr@oldwestbury.edu to arrange a Distance Academic Advisement appointment. <i>Please note, First Year and EOP students interested in the School of Education are required to meet with the First Year Experience and EOP advisors.</i>

SCHOOL OF PROFESSIONAL STUDIES	Please contact Rhea Hitter, hitterr@oldwestbury.edu or at 516-876-3998 to arrange an Academic Advisement appointment.
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STUDENT SERVICES	
Career Planning and Development	<p>Please email careerplanning@oldwestbury.edu for questions or concerns</p> <ul style="list-style-type: none"> • Students can find contact info on their OW website or through MS Teams • Looking for an internship for next semester, your first job post-college, or your next opportunity as a graduate? Need to make an appointment to see a career counselor or visit our Career Closet? Login to Handshake for the latest ideas and opportunities. • Handshake - Handshake (joinhandshake.com) • CPD website - Career Planning & Development SUNY Old Westbury
Counseling and Psychological Wellness Services (CPW)	<p>The Counseling and Psychological Wellness Services will support all students by providing individual counseling, couples therapy, and psychiatric services. Students can choose to have their sessions in-person, by video-chat or by phone.</p> <ul style="list-style-type: none"> • Best way to schedule an appointment is to email counselingcenter@oldwestbury.edu (if it is an emergency that requires an appointment ASAP, please indicate that in the email, and they will do their best to accommodate). • Phone number is 516-876-3053. Office located: I-Wing, 1st floor, of the Main Campus Building. • Monday – Friday 9:00am – 5:00pm (Emergency services are available after hours by phone.)
Division of Student Affairs	<ul style="list-style-type: none"> • Monday - Friday 8:30-5pm (EST). • Contact #: (516) 876-3175
Mailroom	<p>Please do not send packages if you are not going to be on campus, university will not incur cost from forwarding</p> <ul style="list-style-type: none"> • Accessible email: realmutob@oldwestbury.edu and wendelkend@oldwestbury.edu • Accessible phone #'s: (516) 876-2580 and (516) 876-3233 • Monday – Friday 8:30am – 3:30pm
Math Learning Center	<p>Please email the Director, Chris McManus, with any questions: mcmansuc@oldwestbury.edu The Math Learning Center provides tutoring in all Math courses except MA1010, MA1020 and MA2050. CIS/MIS tutoring is also offered. Details can be found on our website at www.tinyurl.com/owmath</p>
Math Redesign Lab	<p>Please email the Coordinator, Meredith Bernstein, with any questions: bernsteinm@oldwestbury.edu. The Math Redesign Lab offers tutoring in L229 for the following courses: College Algebra and Quantitative Decision Making.</p> <ul style="list-style-type: none"> • Mondays through Thursdays 9:30am - 7pm.
Office of Residential Life	<ul style="list-style-type: none"> • Monday – Friday; 9am - 5pm (EST) in Student Union, Suite 303 (<i>Deans Suite</i>) • All inquiries can be made through email: reslife@oldwestbury.edu or call at 516.876.3210
Office of Student Conduct	<ul style="list-style-type: none"> • Monday – Friday 9:00am – 5:00pm (Student Union 303) • Accessible email: studentconduct@oldwestbury.edu
Office of Services for Students with Disabilities (OSSD)	<p>Stacey DeFelice, Director, defelices@oldwestbury.edu Natalie Caesar, Accommodations Coordinator, caesarn@oldwestbury.edu Blanca Schneider, Senior Counselor, schneiderb@oldwestbury.edu Malini Kumar, Secretary, kumarm@oldwestbury.edu or</p> <ul style="list-style-type: none"> • MS Teams: Stacey DeFelice or Natalie Caesar or Malini Kumar • Accessible phone #'s: (516) 628-5666
Student Health Center	<ul style="list-style-type: none"> • Visit SHC web pages for info about services, immunization requirements, & opportunities for student engagement: https://www.oldwestbury.edu/division/office-student-affairs/student-health-center • Can contact for an appointment or to talk to a nurse by phone at 516-876-3250, or email studenthealth@oldwestbury.edu; Open for in-person, walk-ins and/or virtual appointments • Monday & Tuesday 8:30am – 7:00pm; Wednesday – Friday 8:30am – 5:00pm
Student Union	<p>The Student Union is managed by the Center for Student Leadership and Involvement (SU 309).</p> <ul style="list-style-type: none"> • For any questions about programs in the Student Union, please email the CSLI staff at CSLI@oldwestbury.edu • For the most up to date info and hours of the Union, you can visit our website (https://theunionatsunyow.weebly.com/) or follow us on Instagram @SUNYOWSU • For all upcoming events, check out oldwestbury.presence.io (Panther Connect)
Smarterthinking	<p>Please email the Tutoring Center Coordinator, Marisa Glaser, with any questions: glaserm@oldwestbury.edu The tutoring topics include Mathematics, the Sciences, Business, Spanish, and using MS Office. Smarterthinking can be accessed through the home page of Blackboard.</p> <ul style="list-style-type: none"> • Tutoring is offered through Pearson/ Smarterthinking's online tutoring services.
Tutoring Center	<p>The Tutoring Center offers tutoring in person: Campus Center H201, and online through Microsoft Teams or Zoom for various classes across all majors and subjects; there is also study help available in the Tutoring Center as well. Full course schedule and tutor availability are posted in the Tutoring Center MS Team - Tutoring Center Schedule. Walk ins are welcome as long as there is a tutor available at the time. Please email the Tutoring Center Coordinator, Marisa Glaser, with any questions or if you want to set up an appointment in advance: glaserm@oldwestbury.edu</p> <ul style="list-style-type: none"> • Monday-Thursday and has limited Friday hours - hours vary based upon tutor schedules
Writing Center	<p>The Writing Center offers assistance with writing for any class. Any questions, please call 516-876-3093 or email the Director, Dr. Jody Cardinal, cardinalj@oldwestbury.edu</p> <ul style="list-style-type: none"> • Schedule an appointment here: https://oldwestbury.mywconline.com • Monday - Thursday: 11am-6pm (F2F or online) and 6-9pm (online only) & Friday: 11am-4pm (F2F or online)
University Police	<p>Best way to communicate with UP is to stop in headquarters or to approach any officers</p> <ul style="list-style-type: none"> • Contact # 516.876.3333 (Open 24/7)