



*Parent and Family*  
**Preparation  
Guide**

TIPS TO GUIDE YOUR STUDENT'S ARRIVAL



COLGATE UNIVERSITY

# Welcome to Colgate

## WELCOME TO THE COLGATE COMMUNITY

Dear Parents, Family Members, and Guardians,

Greetings, and welcome to the Colgate community! Your student's The Road to Colgate brochure and their online New Student Checklist explain all the things they need to do in the next few months to prepare for Colgate.

We know that you are an important source of support and care for them, and that you are their biggest champion. We welcome your partnership. This publication and our website ([colgate.edu/parent-resources](http://colgate.edu/parent-resources)) will assist you in helping your student to make a smooth transition to college.

My goal is to provide you with the useful and timely information you need to understand your student's experiences here; support their learning; and empower them to take responsibility for personal, social, and academic choices. If you have a question or comment, feel free to reach out.

We look forward to welcoming you and your student to campus.



**Rebecca Downing**

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*¿Te gustaría leer esto en español?  
En línea en [colgate.edu/Guía-de-preparación](http://colgate.edu/Guía-de-preparación)*

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# Family Transitions

## OUR PHILOSOPHY

You are an integral part of your student's success — important sources of support and care. We believe in communicating and interfacing with parents and guardians in ways that are developmentally appropriate. College requires more independence so that students can grow their self-confidence and problem-solving abilities. This may be a transition from the support that you have provided your student thus far.

At Colgate, we foster an environment where students have the freedom and autonomy to solve their own problems and experience struggle, difficulty, and even failure. Those experiences will help them to develop the skills and resilience they need to be independent, successful adults. With these as guiding principles, we believe that students should:

- Be encouraged to make their own decisions about their Colgate experience, from selecting classes, choosing a major and extracurricular activities, and setting up their room, to how they manage their schedule, finances, and personal life and well-being.
- Learn how to advocate for themselves and create positive relationships with campus representatives. For this reason, students should contact campus departments themselves when they need assistance or encounter an issue.
- Participate in a campus culture where mistakes can be seen as opportunities for learning and growth.
- Have the privacy that is their right under FERPA (Family Educational Rights and Privacy Act) respected.

We ask that you partner with us in following these principles throughout your student's time here. We do our utmost to ensure that students have access to campus resources that support their physical, emotional, environmental, financial, intellectual, occupational, social, and spiritual well-being.



We are delighted to have your student — and you — join us in this journey.

**Paul J. McLoughlin II, PhD**

Vice President and Dean of the College

**C** Watch the Colgate Family Talk video “Preparing for More Independence,” which discusses ways that family members can help their student prepare for the independent environment they will experience at college, at [colgate.edu/family-webinars](https://colgate.edu/family-webinars).

## PARENT & FAMILY ORIENTATION

Coming to college represents a transition for students as well as their families. What should families expect for their student, for themselves, and from the University during this period of adjustment? While students work on unpacking and getting to know their roommates, our one-hour program for family members offers constructive ways for them to support their students through their first weeks at college, addresses common questions, and identifies valuable Colgate resources.

The session is offered on Arrival Day (August 20, 2023) as well as on two pre-orientation arrival days (August 15 and 16).

Family members who are unable to attend one of these sessions may request a recording of the program.

## NEW STUDENT ORIENTATION

New Student Orientation is an intensive program where your student will connect with their peers, gather information and insight they need to be a successful student, and acclimate to the more independent environment. Saying goodbye on Arrival Day and then allowing your student to fully engage will help them be set up to take full advantage of these opportunities.

## YOUR STUDENT'S EMAIL AND NEW STUDENT CHECKLIST

All emails from Colgate are sent to your student's @colgate.edu account. Students are responsible for receiving, reading, and responding to all messages in a timely manner.

Students will be receiving emails during the summer about specific New Student Checklist items ([colgate.edu/new-student-checklist](https://colgate.edu/new-student-checklist)). The checklist is theirs to complete on their own. A few of the checklist items will take some time to complete, such as the summer reading assignment and required online training modules. Encourage your student to reach out to University personnel with any questions that they may have. This is good practice for them for navigating their college career.

The checklist does include a number of required items that you may want or need to discuss with your student in advance of the due dates.

Over this summer, taking the steps in the chart on the next page will help your student make a smooth transition to life at Colgate. Related deadlines and details are outlined in their New Student Checklist.

## SUMMER TO-DOS FOR PARENTS AND OTHER FAMILY MEMBERS

Download and review the Parent & Family Resource Guide (you can print it, too!) at [colgate.edu/parent-resource-guide](https://colgate.edu/parent-resource-guide).

Watch the Colgate Family Talk videos “Preparing for More Independence” and “Transitions at College” at [colgate.edu/family-webinars](https://colgate.edu/family-webinars).

Discuss family expectations and come to an agreement on access to student academic records through InfoShare. Ultimately, the decision is up to the student, according to federal law. See [colgate.edu/infoshare](https://colgate.edu/infoshare) and [colgate.edu/parent-resources#FERPA](https://colgate.edu/parent-resources#FERPA).

If your student will be requesting disability accommodations for academics or housing, assist them in completing required paperwork for evaluation by the deadline. See p. 10, [colgate.edu/disability-services](https://colgate.edu/disability-services), and [colgate.edu/housing-accommodations](https://colgate.edu/housing-accommodations).

Encourage your student to complete the housing preference form independently and accurately so that they and their roommates can be closely matched for expectations about living. (They will receive an information email in early June.)

Sign up to receive Parent & Family Communications like the newsletter and key updates. See p. 15 and [colgate.edu/parent-contact](https://colgate.edu/parent-contact).

Discuss pre-orientation opportunities. See the Road to Colgate brochure and [colgate.edu/pre-orientation](https://colgate.edu/pre-orientation) for more.

Encourage your student to complete the Colgate Academic Preferences and Experiences form independently; it guides development of their fall-semester course schedule. Faculty summer advisers can answer their questions. See p. 9.

Have your student schedule their own medical appointments and fill out (with your guidance) their medical paperwork — good practice to foster their independence. See pg. 12 and [colgate.edu/health-forms](https://colgate.edu/health-forms) for more.

Make student health insurance decision (due August 1). See [colgate.edu/required-health-insurance](https://colgate.edu/required-health-insurance).

Talk to your student about the benefits of granting an Authorized User for their Student Account in TouchNet. Fall semester bill and financial responsibility forms are due August 1. See p. 11 and [colgate.edu/student-accounts](https://colgate.edu/student-accounts).

Review the provided alcohol and other drugs and sexual assault prevention materials and have a frank and open discussion with your student. See p. 10.

# Preparing for Colgate

## ACADEMIC LIFE AND SUCCESS

### FIRST-SEMESTER COURSE SELECTION

Course selection and registration for incoming students will begin with filling out the Colgate Academic Preferences and Experiences form (rather than selecting specific classes). The student's course schedule (typically four courses) will be established from that form.

A special group of faculty summer advisers will be available to answer specific questions, such as about Advanced Placement credits or course selection for those planning to pursue a pre-med course of study. Students are also welcome to reach out to department chairs about major-specific questions, as well as to the Office of the Registrar about the process.

**C** More at [colgate.edu/first-year-registration](https://colgate.edu/first-year-registration)

### ADVISING

Colgate provides layers of support for students and a variety of people to help them achieve their goals. Two of their primary contacts will be their **academic (faculty) adviser** and their **administrative dean**. Incoming students are notified of their advisers when they receive their course schedule. Encourage your student to build relationships with their advisers early on.

### ACADEMIC CALENDAR

The academic calendar is the official and full listing, organized by semester, of important dates and academic-year milestones, including commencement. The schedule is established, approved, and published four years in advance. The full calendar is at [colgate.edu/academic-calendar](https://colgate.edu/academic-calendar).

## ACCESSIBILITY RESOURCES

Colgate welcomes individuals with diverse abilities and provides an inclusive learning and residential community through the Office of Student Disability Services. The office ensures that students with disabling conditions have equal access to the complete college experience (i.e., equal access to all programs, services, and activities offered). Students with a permanent or temporary disability are encouraged to contact the office to discuss the resources and services available to accommodate/adjust for their individual needs in the classroom as well as housing or dining.

If your student received accommodations/adjustments in high school, please note that the regulations and practices at the college level are different. We will work with your student to ensure that they have reasonable and appropriate resources while they complete their academic journey at Colgate.

**C** More at [colgate.edu/disability-services](https://colgate.edu/disability-services)

## ALCOHOL ABUSE AND SEXUAL ASSAULT PREVENTION

We know that the culture at Colgate will have an impact on your student's development, and that each student also has an impact on the campus culture. Our goal is to support and educate students as they develop through young adulthood and become engaged citizens. We also know that you are concerned about your student's safety and success at Colgate.

With this in mind, we enclose a letter and parent handbook for talking about alcohol. These materials outline Colgate's efforts to educate students about alcohol and other drug use and sexual violence prevention; to explain the resources, practices, and policies of this academic community; and to inspire your partnership in supporting them.

Before your student comes to campus, please set aside some time to review the materials and to have a frank and open discussion with them.

**C** More at [colgate.edu/parent-alcohol-handbook](https://colgate.edu/parent-alcohol-handbook)

## FINANCIAL MATTERS

Colgate communicates with students as the responsible party throughout their career here, including in matters of their student account. Billing notifications and reminders are sent to students' Colgate email addresses. Students should regularly check their Colgate email.

All student account information is presented online in TouchNet. Colgate does not issue paper statements for active students. Fall 2023 term e-statements will be available in early July, with a payment due date of August 1. Students have automatic access to TouchNet, which is where they can establish authorized users if desired (see below).

### STUDENT ACCOUNT INFORMATION: AUTHORIZED USERS

We recognize that for many students, parents or other family members will assist with finances. **We have encouraged students who have this support to establish these individuals as authorized users on their student account on or before July 1.** Authorized users receive e-billing notifications; can view student account information; and can make e-payments on the student's behalf. Your student's authorization also allows Student Accounts staff members to openly discuss and assist with questions and concerns related to student account information. Without it, we are unfortunately unable to discuss these details.

Authorized users are established by students via their TouchNet account.

*Please note:* Authorized user access is specific to Colgate student account information only. Students can grant different and separate third-party access related to financial aid, medical, and academic information.

### FINANCIAL RESPONSIBILITY AGREEMENT FORM

A Financial Responsibility Form must be completed by every student prior to their first term of enrollment. This electronic form serves as acknowledgment and understanding of financial responsibility to Colgate University. It is accessed and completed by the student on the new student checklist, and is due August 1.

Office of Student Accounts: 315-228-4817 or [stuaccounts@colgate.edu](mailto:stuaccounts@colgate.edu)  
Office of Financial Aid: 315-228-7431 or [fnaid@colgate.edu](mailto:fnaid@colgate.edu)

**C** More at [colgate.edu/student-accounts](https://colgate.edu/student-accounts)

# HEALTH AND WELLNESS

## GENERAL HEALTH CARE

Taking charge of their own health care preparations is a good way for students to practice independence before coming to college. Consider having your student make their own appointments for their physical exam, immunizations, and other screenings as part of completing their health care paperwork. You can walk through the deadlines on the New Student Checklist together to help them ensure they complete everything on time.

## COLGATE STUDENT HEALTH INSURANCE

Colgate requires that all full-time students have health insurance that provides adequate coverage in the Hamilton, N.Y., area. This requirement is fulfilled in partnership with collegiate specialist insurance broker Haylor, Freyer & Coon (Haylor) in one of two ways:

- Through Colgate's Student Health Insurance Plan, underwritten by Capital District Physicians' Health Plan (CDPHP). **Note: All students whose permanent address is outside the United States are automatically enrolled in the Colgate plan.**
- Through family or individual plan coverage that is comparable to the CDPHP plan. **Note: Only available to U.S. resident students.**

Each academic year, **even if a student's insurance coverage remains unchanged**, Colgate requires all U.S.-residing students to complete an insurance decision process by choosing one of two options. Haylor administers this process. **The 2023–2024 academic year deadline is August 1, 2023.**

1. *Confirm enrollment in CDPHP.* This option will officially activate your student's insurance with CDPHP.
2. *Waive enrollment in the CDPHP plan by submitting proof of comparable coverage through another carrier (domestic students only).*

*If no action is taken by August 1, 2023, students will be automatically enrolled in the CDPHP plan.*

Additional details on these items and more were shared with your student and are available at [colgate.edu/student-accounts](https://colgate.edu/student-accounts). If you have any questions or need assistance, contact us at [stuaccounts@colgate.edu](mailto:stuaccounts@colgate.edu) or 315-228-4817.



## PHARMACY AND MEDICATIONS

Students who are on maintenance medications typically continue to obtain them from their home pharmacy. Prescriptions can also be transferred to one of the two local pharmacies in Hamilton. Those pharmacies will deliver to Student Health Services so students can pick up their medications on campus.

**C** More at [colgate.edu/student-health-services](https://colgate.edu/student-health-services)

## DIETARY RESTRICTIONS

Colgate is committed to accommodating students with food allergies and other dietary concerns. The dining services staff can best serve those who contact them; therefore, students with dietary restrictions can submit a Dietary Restriction Disclosure Form. They are also welcome to discuss their needs with Colgate's full-time dietitian before they arrive.

**C** More at [colgate.edu/dietary-restrictions](https://colgate.edu/dietary-restrictions)

## MENTAL HEALTH CARE

Some students arrive at Colgate needing regular care and treatment by a private mental health counselor or psychiatrist. Because of Colgate's rural location, securing a provider and developing a plan for obtaining treatment, including transportation, before coming to campus are important steps.

Depending on the level of care needed, a student may be able to transfer their mental health care to Colgate and can contact Counseling & Psychological Services for more information. Students seeking to transition their mental health prescribing needs to Colgate while they are on campus should contact Student Health Services prior to their arrival on campus to discuss the options for care.

For those needing more in-depth services, most mental health providers will be found outside of Hamilton, the closest cities being Utica and Syracuse. Colgate also works with Mantra Health, a telepsychiatry group that gives students access to a psychiatric nurse practitioner via telehealth.

Students who are prescribed medication for mental health conditions and need periodic check-ins can ask the physician in Student Health Services to coordinate with their prescribing physician at home.

**C** More at [colgate.edu/counseling](https://colgate.edu/counseling)

# Parent and Family Resources

Our parent communications give you the information you need to support your student's learning and empower them to take responsibility for personal, social, and academic choices.

## SIGN UP FOR EMAILS

Most communications from Colgate (campus notifications, bills, health insurance paperwork, grades, etc.) will go directly to your student. At the same time, there are moments when it is important — and necessary — to also communicate with students' parents or guardians. Be sure to sign up for our emails!

[C colgate.edu/parent-contact](https://colgate.edu/parent-contact)

## READ THE PARENT & FAMILY NEWSLETTER

Sent quarterly via email, we cover timely topics and milestones tied to the academic year cycle.

- Articles to help you support your student's learning and development
- Information on events such as Family Weekend
- Upcoming deadlines

Your first newsletter will come in late July.

## DOWNLOAD THE PARENT & FAMILY RESOURCE GUIDE

This in-depth guide explains what to expect and how things work in all areas at Colgate. Keep it handy for when you have a question.

[C colgate.edu/parent-resource-guide](https://colgate.edu/parent-resource-guide)

## WATCH OUR COLGATE FAMILY TALK VIDEOS

Campus subject experts and experienced parents provide insight on topics to help support emerging adults as they enter and navigate college.

[C colgate.edu/parent-videos](https://colgate.edu/parent-videos)

## VISIT OUR PARENT & FAMILY RESOURCES WEBPAGE

This page shares links to key information of interest to parents and other family members on the Colgate website.

- Commonly sought information
- Newsletter archive
- Webinars and special event videos
- Family Weekend and other event information
- Glossary of college terms
- Book recommendations

[C colgate.edu/parent-resources](https://colgate.edu/parent-resources)

## COLGATE UNIVERSITY PARENTS FACEBOOK GROUP



This is a private Facebook group where family members of current students share advice and information about practical matters relating to their students' Colgate experience. Please note that the group is not a primary source of information from Colgate. Join at <https://www.facebook.com/groups/ColgateParents>. Be sure to include your student's full name and class year and to select Agree to the Group Rules.

## YOUR LIAISON

Have a question or concern? Contact Rebecca Downing, senior director of communications and parent initiatives, at [parents@colgate.edu](mailto:parents@colgate.edu) or 315-228-7415.



**Parent & Family Initiatives**

Office of University Communications and Events

315-228-7415

[parents@colgate.edu](mailto:parents@colgate.edu)

Published May 2023

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