

NEW STUDENT ORIENTATION 2025

CHECK IN GUIDE

Welcome to Saint Francis University! The SFU Community has been working hard to make this day pleasant and enjoyable for our new students, family members, and friends. You will find an overview of the day below. ****NOTE** - If you are getting a new phone prior to checking in at SFU- your security authentication will need updated. Please see the instructions [HERE](#) to complete this prior to getting rid of your old phone.**

Events for New Students, Parents & Families

8:30 a.m. – 2:15 p.m.	New Student Check-In – Stokes Athletics Center <i>8:30 a.m. -1:30 p.m.: Resident Students 1:30 p.m. – 2:15 p.m.: Commuter Students</i>
8:30 a.m. – 5:00 p.m. 11:00 a.m. – 1:30 p.m.	Visit the University Bookstore: Lower-Level JFK Student Center Lunch -- On your own – View On and Off Campus Dining Options
12:25 p.m.	Mass – Immaculate Conception Chapel
12:30 p.m. – 1:15 p.m.	Parent & Family Ice Cream Social 1 – JFK Center Lounge
2:00 p.m. – 2:45 p.m.	Parent & Family Ice Cream Social 2 – JFK Center Lounge
3:00 p.m.	The Bell Ceremony – Campus Mall @ the Bell Tower
3:30 p.m.	President's Welcome – DeGol Field <i>Rain location: DeGol Arena</i>
4:15 p.m. - 6:00p.m.	Family Time/Dinner on your own

Time to say Goodbye!

From this point, all [Orientation sessions](#) are for our new students only

6:00 p.m.- 6:20 p.m.	Orientation Opening Session – JFK Auditorium
6:30 p.m. – 7:10 p.m.	Resident/Commuter Sessions <i>Commuter Information Session & Social – JFK Lounge Residence Hall Meeting – Residence Halls</i>
7:15 p.m. – 7:40 p.m.	Student Expectations as Members of the SFU Community– JFK
7:45 p.m. – 8:30 p.m.	Opening Speaker Charlie “The Spaniard” Brenneman – JFK
8:30 p.m. –9:30 p.m.	Pizza Break & OC Chats—JFK
9:45 p.m. –10:45 p.m.	The Travelin’ Max Show Performance- sponsored by SAO – JFK

All Students Check-In at Stokes Athletic Center

All students should report to Stokes Athletic Center to begin New Student Orientation and the school year. **Please bring your phone as you will need to scan a QR code to officially check in.** Pick up Orientation schedules, class schedules, and your FREE SFU Spirit T-shirt. **Students must have their student ID card to check in at Stokes.** Students who did not receive an ID during SOAR will have their ID photo taken at check in and will be able to pick up their ID at the Center for Student Engagement (Engage/ T-shirts) table.

Residential Students: Residence Hall Move-in

After checking in at Stokes, Residential students can check-in at their residence hall and begin moving in. **Feel free to pull up in front of the residence hall to unload, but please limit your time in front of the halls to 15-20 minutes.** Orientation and Residence Life Staff will be on hand to assist with unloading your vehicle. **We STRONGLY RECOMMENDED that you tag all your student belongings with the LAST NAME and ROOM NUMBER.** Your temporary parking pass (found at the end of this document) should be displayed facing up on your dashboard with your student’s name and housing assignment. After you unload your vehicles, please park in designated parking areas.

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CHECK IN GUIDE

Commuter Students

After going through Check-In, check out the Bookstore in JFK and make your way to the Parent and Family Social in addition to other events listed. Don't forget to attend the Opening Ceremony at 6:00pm followed by the Commuter Meeting and Social in the JFK Lounge at 6:30pm TONIGHT!

**Note on Meals: For students not on an SFU Dining Plan- all meals from Thursday 8/21 dinner until Brunch Sunday, 8/24 will be covered at Torvian Dining Hall.*

Check In Table Assignments

Concourse outside DeGol Arena

Table #1	Registration
Table #2	WELCOME & Orientation Information
Table #3	Student Billing and Aid Questions
Table #4	Transcripts/ Emergency Contact
Table #5	Student Health Clearance

DeGol Arena

Table #6	Photo IDs (if not already taken)
Table 6A	Parking Permit Pickup
Table 6B	RAVE (if you did not sign up at SOAR): Emergency Alert Notification
Table #7	Student Health Insurance Opt Out
Table #8	Registrar: Schedules, VA Benefits & International Students Information
Table #9	Advising/ Schedule Questions & Disability Services
Table #10	Laptop Pickup: Click Here for Set Up Instructions
Table #11	Library & Learning Commons
Table #12	Mail Services
Table #13	Center for Well Being (Counseling Services)
Table #14	UPMC Center for Rehabilitation Services
Table #15	ROTC
Table #16	Dining Services
Table #17	Study Abroad/ Community Engagement
Table #18	Career Services/Handshake (Handshake Sign Up if you did not at SOAR)
Table #19	Drug & Alcohol Education
Table #20	Campus Ministry/ Hallow Prayer App Sign Up
Table #21	Dorothy Day Outreach Center
Table 22	Engage Sign Ups (Student Engagement Platform/ notifications) /FREE student T-Shirt from SGA/ID Pick Up (if photo was taken today)

Tables in GREEN FONT: All students/ families must stop at

Tables Highlighted in RED: These are tables you may be required to check in with. Your online check in portal will specify.

All tables: additional information is provided for both students and families- feel free to visit!

*Between 10:00am- 2:00pm
Representatives from First
National Bank will be located
outside of the SFU Bookstore
(Lower-level JFK Student Center)
to assist students/ families with
setting up local bank accounts*

Before you leave: Online Form Completion final check

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Check-In FAQs

How long will it take me to get through Check-In? Once you reach the Registration table (Table #1), it should take you 30 to 45 minutes. *We advise you to stop at ALL tables.*

What are the times of Check-In? Check-In is scheduled from 8:30 a.m. – 2:15 p.m. You will be assigned a check-in time by Admissions. If you are arriving early for athletics training camps, band or cheerleading, your coach/ director will provide information about when to report and what you need to have completed to begin your program. **Athletes must still complete the Check-In process on Thursday, August 21.** Below are the scheduled times for Team Check ins at Stokes.

- 7:45 AM: Women's Soccer
- 9:30 AM: Cross Country
- 10:00 AM: Women's Volleyball
- 11:00 AM: Field Hockey
- 11:30 AM: Cheerleading
- 12:30 PM: Football
- 1:00 PM: Marching Band

Men's Soccer- as the team will be in an away match on 8/21- Orientation Staff will pull together check-in items that can be picked up at the JFK Student Center Information Desk on Saturday, 8/23/25.

When do commuters check in? Commuters are scheduled to check in from 1:30 p.m. until 2:15 p.m.

When can I move into my room? Once you have completed the check-in process at Stokes, you can go to your residence hall. RAs will be available to answer any housing questions and give you your room key.

Where can we get lunch/ dinner? Lunch is available in Torvian Dining Hall from 10:30 a.m. – 1:30 p.m. Cost for lunch is \$9.75 per person and can be paid at the door. Dinner is available from 4:30pm- 6:30pm and the cost is \$12.50 per person at the door. Frankie's Campus Club hours are 11 a.m. – 7:00 p.m. and offer several different options. New students will begin using meal plans on August 21. Please refer to the [Local Dining Options](#) information for on- and off-campus eateries. *(Commuting Students not on dining plans will have meals covered at Torvian Dining Hall from Dinner 8/21 up to an including Brunch 8/24).*

What time is the Bell Tower Ceremony? 3:00 p.m. at the Bell Tower on the Campus Mall. *The ceremony is canceled if it rains.* Students should arrive by 2:55 p.m. All members of the incoming class should wear their new Class of 2029 T-shirt provided at check-in. **Parents can meet their students at DeGol Stadium for the President's Welcome address.**

What time is the President's Welcome? 3:30 p.m. at DeGol Field *(Rain location: DeGol Arena)* The President's Welcome is the official welcome ceremony for new students and the first opportunity for Fr. Malachi VanTassell, T.O.R., PhD. to speak to new students and their families.

Late Arrivals: Students who arrive after check-in concludes should go to the JFK Information Desk beginning at 5:00pm to pick up their Check-In Packet and receive information. Members of the Orientation team will be available to assist you. **Students who did not complete the Check-In process on Thursday, August 21 will be directed to complete Check-In on Monday morning (August 25) in the Vista Room on the 3rd floor of Schwab Hall.**

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We asked Current SFU Parents- What is one piece of advice you would offer to a new SFU Family regarding Check In?

How to Prepare for August Check In:

- Ask questions about everything and attend all visits to see everything you need for a great experience
- Go to the summer orientations sessions with your student and complete the “TO DO” items in SOAR folder. I feel that having completed those before check in day made the process even faster.
- Make sure your student is continually checking his/her SFU email. Information comes from various offices, and whatever you can take care of ahead of time will assist you on check-in day!
- Take advantage of the June orientation days so you can get an idea about room size and encourage your students to communicate with their roommate to avoid overpacking!
- Plan the room ahead of time with roommate. Coordinate arrival times with the roommate as the room may be too small for them to move into at the same time.

Advice on the Actual Check in Day:

- Dress comfortably and wear comfortable shoes.
- Take a breath, enjoy the moment and let them SOAR!
- The advice that I would give is to have parents participate in the entire day’s activities. It really helps provide a comfort zone for the family to leave their child.
- This was such a positive, well-organized experience. If you have concerns, just ask any of the staff or Orientation Counselors (OCs) for guidance.
- Wear sunglasses for the event at DeGol field.
- Saint Francis staff and upper classmen will help you and your child. It will be ok. ;-)
- Relax, enjoy the time, and laugh together. The SFU staff, Orientation Counselors, and Resident Assistants are very helpful and assist in making check-in and move-in as smooth as possible. The process was much less stressful than anticipated and because of their help, we were able to relax, enjoy the time, and laugh together.
- Take a deep breath and relax. Your student is in good hands at SFU.
- Students are well taken care of and kept busy through the weekend, which is great.
- Don’t stress. Someone is at every corner ready to help and answer questions.
- Trust that your student will find their stride. They have a lot of different emotions coming to campus, but they will find their way.
- Your child is in excellent hands. Give them some space to unpack while you attend the parent’s reception.
- The hardest part will be saying goodbye until [Family Weekend](#). Everything else is easy.
- Just to relax and spend more time at the registration area.
- Ask questions if you’re not 100% certain of anything. The SFU staff are very helpful
- Be involved with the student and don’t hesitate to ask questions

CHECK IN GUIDE

What to Pack:

- It was wonderful having upperclassmen (Orientation Counselors/ OCs) helping us unload the vehicle and move everything into the hall.
- Label everything (totes/ luggage/ containers/ boxes) with the hall and room number. Pack a doorstop (to help keep door propped open as you are coming in and out) and Tools. Make sure to unload these first
- Pack a Box Fan (or 2) along with a cooler of water/ drinks- put that in the room first. It will help!
- Pack items in collapsible totes with handles, multiple surge protectors, and bring a few fans. If you have a dolly/ hand truck (small)- bring along.
- Command hooks may not work so be prepared if you are decorating and at least 2 power strips are needed.
- Make sure to have a mattress topper for the bed to make the mattress more comfortable.
- Get your students to have a game plan of room arrangement before setting foot on campus.
- Make sure you pack shower shoes and get a memory foam Mattress topper!!
- Be flexible and try to plan for the size of the room your child is being assigned to. Not all dorm rooms are set up the same. You do not need a rug for the room.
- Be prepared to rearrange the furniture to provide floor space.
- We had great advice from our current teammates on not over bringing items. We had a good understanding of storage space so just make sure as a parent you know how to best use the closet set up.
- Don't bring their whole bedroom. Start small and go from there. (Walmart is 15 minutes away!)
- Understand the room measurements and overall layout
- Make sure you bring (UL approved) surge protectors, and that your refrigerator will fit under the bed

UPCOMING EVENTS Saint Francis University

2025



FAMILY WEEKEND

September 19-21

francis.edu/family-weekend

SFU HOMECOMING

October 23-25

francis.edu/homecoming



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Housing & Residence Life Fall Move-In Parking Pass

Please complete the following information and place this pass on your dashboard prior to arriving to campus.

Date: _____ Arrival Time: _____

Student or Parent Cell Phone Number:

Name of SFU New Student:

Residence Hall & Room Number of New Student:

Once you have completed the Check-In process, you can proceed to your Residence Hall. You may park your vehicle in front of the hall **to unload only**. It is **STRONGLY RECOMMENDED** that you mark all belongings with your students **LAST NAME** and if known **ROOM NUMBER**. SFU students and staff will assist you with unloading your vehicle and taking your possessions to your room. Once your vehicle is unloaded, please move your vehicle to:

North Campus—JFK Center Parking Lot

South Campus—St. Louis Hall Parking Lot or JFK Center Parking Lot

Residence Life and University Police look forward to welcoming you and your families to campus! In preparation for your move, here are the instructions regarding move-in and parking. This is one of few events we allow curbside parking and will have several employees directing traffic and assisting you in finding a spot closest to your assigned residence hall.

Our preferred method is for the student to walk into the front lobby of their assigned residence hall and check in. Here they will receive information about the residence hall, their key, and their emergency contact information card to complete. A member of the Residence Life staff will escort you to your room, conduct a room inspection, and finish up any other paperwork we may need. Orientation Counselors will be on hand to assist you with getting your items from your car to your room.

While the student is checking in, we ask that the family stays with the car and unloads the items onto the sidewalk or other area for staging of the student's belongings. There will be several Orientation Counselors and members of the Saint Francis Community available to help carry all the items up to the room for you.

Please relocate your car to the indicated parking lot as soon as it is unloaded. This will allow for the next vehicle to pull in and unload. Please do not leave your vehicle curbside after it is unloaded. We have assigned 6-10 Residence Life staff members to your hall for the day. They are here to serve you and assist in every way possible and to make your day more pleasant.