

BECOMING A FALCON



New Student Guide
Spring 2021



THIS GUIDE PROVIDES IMPORTANT INFORMATION TO ENSURE YOUR SUCCESSFUL TRANSITION TO BENTLEY.

It includes:

- Tasks that you need to complete
- Information about available opportunities and resources

In addition to this guide and your BentleyConnect portal, please refer to bentley.edu/backtobentley for updated information about the spring trimester.

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CHECKLIST FOR NEW STUDENTS

■ Log into *BentleyConnect* to gain access to these tasks (page 3).

■ For all up-to-date deadlines, visit *BentleyConnect*.

TASK	COMPLETED
DECEMBER	
Complete Bentley Beginnings Online Orientation (page 4)	<input type="checkbox"/>
Complete Expository Writing placement essay (page 15)	<input type="checkbox"/>
Input immunization record (page 8) <i>Starting in mid-December</i>	<input type="checkbox"/>
Complete online Health History and TB Risk Questionnaire	<input type="checkbox"/>
Submit housing application (page 18)	<input type="checkbox"/>
Submit housing and meal plan contract (page 18)	<input type="checkbox"/>
Submit student ID photo (Page 4)	<input type="checkbox"/>
Enroll in or waive student health insurance at universityhealthplans.com (page 10) <i>Starting December 7</i>	<input type="checkbox"/>
Submit credentials for advanced standing/transfer credit consideration (page 15)	<input type="checkbox"/>
JANUARY	
Submit documentation to Disability Services (page 21)	<input type="checkbox"/>
Submit payment for student account (page 13)	<input type="checkbox"/>
Complete part I of required online Prevention Courses (page 10)	<input type="checkbox"/>
Last day to enroll in (optional) Liberty Mutual tuition insurance (page 13)	<input type="checkbox"/>
Electronically sign Terms and Conditions (page 12)	<input type="checkbox"/>

If you are unable to meet a deadline because of COVID-19, please reach out to orientation@bentley.edu.



Orientation and Welcome

GETTING STARTED

To get started with your new student onboarding experience, please make sure that you have signed your Technology Ethics Agreement in your *BentleyConnect* portal and received your Bentley email address. Next, please read through this guide. There is important information regarding mandatory tasks and deadlines, which you must complete prior to the start of the trimester.

To complete these tasks you will log into your *Bentley-Connect* portal. Make sure to check the portal regularly, to ensure you have completed your tasks.

Please note, you will use the email and password that you created during the Admission process to log into BentleyConnect, it does not automatically default to your Bentley email once you set it up. However, if you would like to change your BentleyConnect log-in to be your new Bentley email and password, you can do so by clicking the link at the bottom of your new student checklist. This will allow you to have a consistent email and password to navigate the onboarding process.

New Student Checklist

Your New Student Checklist will:

- Outline all of the tasks discussed in this guide
- Give you direct access to complete the tasks with helpful instructions

Next to your checklist is a copy of this guide and a reminder of your individual credentials. Please note, that some tasks will require you to use your shortname, email address, or student ID to complete them. You can refer to the instructions in this guide and on your checklist for further details.

Announcements

It is important for you to check your Bentley email. We will send important announcements and updates as we prepare for the start to the trimester.

ORIENTATION AND REGISTRATION

To ensure a smooth transition to Bentley University, we utilize a tiered approach to Orientation for all new Falcons. Bentley Beginnings is the start of your journey, then course registration, and we complete the experience with an Orientation program in January.

In addition, we provide some other experiences for our new Falcons to engage in before the start of the trimester:

- Falcon Live Chats
- One-on-One meeting with Orientation Leader
- Monthly newsletter
- Virtual social events
- Social media, follow us: @welcomefalcons

Bentley Beginnings

Bentley Beginnings is an interactive online program that provides an opportunity for you to learn about the abundant resources and opportunities available to you at Bentley.

Log into [BentleyConnect](#) and go to your checklist to access your Bentley Beginnings program. Please note that the online program must be completed prior to December 14, 2020. Once you've finished each of the sections, you will receive more information about creating your spring trimester schedule.

Registration Information for Spring Term

New Student Registration: January 5–13, 2021

A thorough assessment of all potential prior credit must be completed prior to registration for spring term. If students have any advanced standing or transfer credits, it is important that Undergraduate Admission receives grades, scores, and transcripts as soon as they become available (see page 15 for more details). Students will be pre-registered for required classes (based on prior credit forwarded to Bentley) January 5, 2021.

In mid-December, students will be emailed resources and instructions to set up a required advising appointment which will prepare them to complete their registration. The registration process cannot begin until all prior credit has been assessed.

More details on the registration process will be shared via the BentleyConnect portal and website.

Please note that First Year should link to: bentley.edu/offices/academic-services/your-first-year and Transfer: bentley.edu/offices/academic-services/transfer-students

Student ID Cards

Your Falcon Card is the key to accessing most services on campus. It is important that you carry it with you at all times. To create your Falcon Card you need to upload a photo by December 17, 2020. Please go to myphoto.bentley.edu and log in using your Bentley email and network password. Read all directions carefully and please review the Terms of Use.

Quick Selfie Tips:

- The image must be in color and feature a clear, full-face view of only you
- You must be wearing normal street attire
- You may not wear a hat or dark glasses
- The background must be plain white or off-white
- The photo must be of a good likeness and it should have been taken within the last six months
- The most common reason for a photo's rejection is that the background is not white or off-white. Lines in doors, blinds, and siding can be distracting and may prevent the photograph from being approved
- Feel free to smile in your photo, you're a Falcon now

Once your image is approved, your ID will be printed and waiting for you at Orientation.

Orientation Program

Prior to the start of the trimester all new Falcons will participate in our Orientation Program.

Orientation programming and events will take place throughout the week of January 11–17, 2021. These opportunities are essential to your transition and will be available virtually to provide access to all of our new Falcons. There will be a combination of self-guided learning, engaging social programs, and live-educational sessions to kick start your falcon experience. Further details and specifics will be shared in December.

During Orientation you will:

- Meet other new students and connect with faculty and staff
- Learn about our Core Values and your rights and responsibilities
- Participate in sessions to set a foundation for your academic career
- Engage in social and educational programming
- Develop a plan to successfully navigate your first trimester

Following Orientation you will participate in your First Year or Transfer Seminar and the Bentley Nest program, and you will have exclusive access to the BentleyPlus program. These experiences will provide

continued connection, engagement, and support as you begin your journey at Bentley.

BentleyPlus

This is a program that helps you get the most out of your Bentley experience and as students who are joining the Bentley family this January, you have access to it! While you will learn a lot inside the classroom, there are many opportunities to learn and grow outside of the classroom as well. Through BentleyPlus, you will meet one on one with a staff advisor and identify some strength/skillset areas that you would like to further develop. Then we'll connect you with different involvement opportunities that you can take advantage of to grow in the areas that you find most interesting and/or important. We'll also work with you to articulate the skills that you are developing through your experiences outside of the classroom so that you can best market yourself for future job or internship opportunities.

Bentley NEST

Every student at Bentley is a part of an exciting program called Bentley NEST. This program elevates your student experience and streamlines communication by assigning each student to a group cohort with a staff leader.

The program is going to help you in four main ways:

- 1) **Navigate:** Maintain an avenue for communication that makes it easy for you to ask questions and get information
- 2) **Engage:** Provide opportunities to maximize learning beyond the classroom
- 3) **Support:** Ensure each of you has a pathway to connect individually with a staff member
- 4) **Together:** Unify groups of students around shared experiences, values, and/or interests

You'll be receiving additional information about both of these programs at the beginning of your first trimester.

MULTICULTURAL CENTER SPRING ACCLAMATION PROGRAM

The Multicultural Center (MCC) Spring Acclamation program is a program offered in the spring for our first year students and transfer students of color. In the program, a variety of workshops will be provided to students. In these workshops, students will get to meet the MCC staff, and get to know one another, meet current students at Bentley, learn about the programs the MCC offers, and learn about all the resources and services provided at Bentley. The workshops are facilitated by various faculty, staff,

and guest presenters from the Bentley Community. Students will receive emails in regards to the program beginning in Spring of 2021.

Visit the Multicultural Center online for more information: bentley.edu/university-life/diversity-equity-inclusion/multicultural-community.

INTERNATIONAL STUDENT INFORMATION

The Center for International Students and Scholars (CISS) welcomes students from more than 90 countries each year. We provide guidance on all immigration-related matters as well as assist with cultural adjustment. Our goal is to ensure that all students feel comfortable in the Bentley community — you are important to us.

Visa Information

All new undergraduate students living outside of the United States will receive their I-20 and should make arrangements to obtain an F1 Visa. If you have not received your I-20, you can email GA_CISS@bentley.edu. For all incoming international Bentley students who are in the United States attending another university or secondary school, be sure you have given the Bentley Transfer-in Form to the Center for International Students and Scholars (CISS). This will allow us to "transfer" your SEVIS record to Bentley. Once the release date has passed, CISS will prepare your I-20 and send it to you. If, after receiving your I-20 form, you are unable to obtain a student visa, you may defer your admission or enroll fully online for spring 2021. Contact ugadmission@bentley.edu for more information.

Arrival Information for all International Students

First-year and Transfer Student Orientation will occur prior to the start of classes. Programming will be accessible to all new Falcons. If you are living on campus, please make plans to arrive in the U.S. for this date.

Upon arrival, you will be asked to hold onto your arrival documents for the required in-person immigration registration at Bentley.

More information can be found on the CISS website bentley.edu/ciss.

Immigration Registration

You must complete in-person immigration registration with the Center for International Students and Scholars (CISS) at the Student Center, third floor. If you are a residential student, you will check into your residence hall first.

During immigration registration, you will present your immigration documents and complete the arrival forms. This process is mandatory in order for you to be registered in the SEVIS system before the deadline.

For more information about your immigration record, please contact the Center for International Students and Scholars or visit our website at bentley.edu/ciss.

WorldView Program

The WorldView program recognizes and values varying perspectives, encourages cross-cultural dialogue and promotes global citizenship. Acting as cultural ambassadors, WorldView Ambassadors share their first-hand experiences with others to enrich classroom lessons and build a global community.

International students apply for the program, complete training with members of CISS staff, and meet to prepare with staff before each presentation. They then have the option to choose which presentations they want to participate in, and have opportunities to present in classrooms and staff meetings all across campus to share their perspectives as international students. For example, WorldView Ambassadors from three different countries presented to a Sports Marketing class about marketing strategies for popular sports in their countries of origin. Discussions panels of WorldView Ambassadors have also answered questions on topics ranging from navigating diverse workplaces, to nonverbal communication styles, to explaining the factors that influence health and disease in their home countries.

To learn more about Bentley's WorldView Program please visit bentley.edu/university-life/diversity-equity-inclusion/worldview.

FAMILY INFORMATION AND RESOURCES

Family Orientation Opportunities

Parents and family members are an important part of our community and we welcome you to Bentley. As you begin this journey with your student, it is natural that you may have many questions. To help you navigate, we invite you to take advantage of the opportunities and resources below:

Online Family Resources

To introduce you to Bentley, we invite you to view a series of videos designed to introduce you to the support and services available to you and your student. To access the videos, visit the Parents and

Family tab at bentley.edu/orientation.

One of the first tasks your student will be asked to complete will be our Online Orientation, Bentley Beginnings. We invite you to also take advantage of this great learning tool by creating a family/guest account. You can access all of the information contained in the Online Orientation experience. Please visit the Online Orientation page at orientation.bentley.edu.

Falcon Live Chats and Newsletter

Throughout the next few months we want to ensure you are able to connect with different staff members. We offer Falcon Live Chats, our Zoom webinar series, to give you that chance. Falcon Live Chats provide an opportunity for you to participate in a live presentation and submit questions to be answered by staff members. Additionally, we encourage you to look out for our monthly family newsletter that highlights the New Student Checklist, as well as different student programs and community resources. We hope these connections provide you the chance to have your questions answered and prepare for the beginning of the trimester.

Move-in Day and New Student Orientation

You will be receiving more detailed information about move-in when your student receives their housing assignment from the Residential Center. You can also visit bentley.edu/backtobentley for more details.

If you are staying in the area please visit our website for current information and regulations within the local community.

FERPA

One of the most significant changes a family experiences when sending a student to college relates to privacy standards for educational records. Bentley University believes that managing privacy is an important development task for its students. Guidelines regarding privacy of students' educational records are governed by the Family Educational Rights and Privacy Act (FERPA), a federal law established in 1974. For additional information regarding FERPA please visit bentley.edu/offices/student-affairs/ferpa.

Looking to stay connected?

Our Office of Alumni and Family Engagement has various programs and opportunities for all community members to participate in. More information can be found at bentley.edu/role/parents.



Health and Wellness

THE CENTERS FOR HEALTH, COUNSELING AND WELLNESS

As you transition to the Bentley community, know that Bentley values your well-being and the Centers for Health, Counseling and Wellness are staffed with caring individuals who are here to support you.

In this time of the COVID-19 pandemic, we have made many changes to protect your health as well as the health of our campus. We are utilizing infection control safety measures throughout our campus, which will be reflected in new ways of providing for your physical and mental health.

For your health needs:

We offer a full range of services from an experienced clinical staff. Our usual offerings include diagnosis and treatment of illnesses and injuries, a safe space for all students in distress, reproductive health care and contraceptive options, LGBTQ Safezone competent health care, immunizations and TB testing, referrals to medical and dental specialists, support groups, and nutrition services.

Due to the COVID-19 pandemic, we have adjusted our services to include telehealth medicine, and specially ventilated examination spaces for diagnostic services. The full range of services have been temporarily adjusted and some services may not be available. Please call ahead to inquire. We plan to increase our services as soon as it is safe to do so.

We are also partnering with local health-care providers to provide services that our health center is not currently able to provide due to health and safety requirements.

For your emotional and mental health well-being:

The Counseling Center will meet with students experiencing mental-health related distress and provide recommendations for returning to an optimal level of functioning. When appropriate, our staff can provide short-term individual and group mental health care. We also serve as consultants, educators and advocates to the wider campus community for all mental-health related issues.

For learning how to balance life outside of the classroom:

We offer personal health coaching, consultations, campus events and resources on a variety of topics, such as stress management, sleep, safer drinking, sexual health, relationships and affirmative consent, self-care, nutrition, physical activity, and much more.

Please call us or visit our websites for more information and let us know if we can help you with any prior medical or psychological condition as you to transition to Bentley. We welcome you to connect via Instagram @bentley_health and visit our offices as you settle on campus and take advantage of our confidential services and expertise.

HEALTH REQUIREMENTS AND INFORMATION

The Bentley University Health Center and the state of Massachusetts requires full-time students (12 or more credits) to complete health requirements on our secure Student Health portal bentley.medicatconnect.com no later than January 5, 2021, for spring enrollment. The information is confidential. The health portal becomes available in December. You will not be allowed to move into housing or begin classes until you have submitted the required information. You will also be charged a \$50 nonrefundable fee if you remain non-compliant.

Information MUST be submitted through the Student Health Portal. Please do not email, fax or mail documents. Make sure any documents you upload to the health portal are official. They should have at a minimum: your name, date of birth, a medical provider name/signature, the vaccine name and dose, and the date it was administered. Please check the health center website bentley.edu/university-life/student-health/health-center for further updates.

Steps for using the health portal:

1. Go to bentley.medicatconnect.com and log on with your Bentley shortname (everything to the left of the @ in your email address) and password (Starting in mid December).
2. Click on “Forms” and complete your Health History and the TB/Tuberculosis Risk Assessment Questionnaire. If indicated by the TB Questionnaire, please complete the TB testing and have the TB Medical Provider form completed by your health provider. Then upload and enter the TB results to the portal. Also acceptable are records generated by your provider that fulfill the Tuberculosis requirements as outlined on the TB Medical Provider form. You can also access this form by clicking on the Upload button.
3. Click on “Immunizations” and manually enter vaccine dates **OR** lab titer results **OR** evidence of having had the illness. Please include the lab test results if you are submitting lab titers. Include your providers documented proof of illness if you have had the disease.
4. Click on “Upload” to import the following documents:
 - a. Signed and dated immunization record. This can be the Bentley University Immunization Record, OR an official form from your health-care provider or school. Please note: the Bentley Immunization form is preferred as it allows your provider to document vaccinations by dates of administration, or by proof of immunity through blood testing or by having had the illness.
 - b. TB/Tuberculosis Medical Provider form or forms generated by your provider that fulfill the TB requirements outlined in the portal.
 - c. Physical examination form (recommended; not required).
 - d. Meningitis waiver form if you are waiving the vaccine. However, it is preferred that students receive the meningitis vaccines. These vaccines are strongly recommended for students living in dorms. Please discuss with your provider.
 - e. Consent to Treat form signed by a parent/guardian if you are under the age of 18.
 - f. Influenza vaccination (flu) is required for the 2020–2021 school year.

You will be contacted by secure message through the health portal if you have NOT fully complied with the requirements. Please check your Medicat health portal and Bentley email for messages from the health center (healthcenter@bentley.edu).

VACCINE	REQUIREMENTS
Hepatitis B	Three doses or documentation of a positive hepatitis antibody titer (anti-HBs).
Measles, mumps and rubella (MMR)	Two doses of the combined vaccine, given at least one month apart, is required for all new students. The first dose must be received on or after your first birthday. If the vaccine dates are not available, a blood test to determine immunity is acceptable. You will need the combined vaccines if there is no immunity to all three parts of the vaccine. History of measles, mumps and rubella is not acceptable.
Meningococcal/meningitis (Menactra, Menveo)	ALL newly enrolled full-time students 21 years of age and under will be required to submit one of the following: <ul style="list-style-type: none"> • Documentation of a dose of MenACWY vaccine received on or after your 16th birthday and within the last five years OR • A signed meningococcal vaccine waiver
Tetanus-Diphtheria-Pertussis (TdaP)	At or after age 11 and every 10 years thereafter.
Tuberculosis	Complete the Tuberculosis (TB) Risk Assessment Questionnaire on the portal. A “Yes” answer to any question will direct you to the TB Medical Provider form on the portal. This needs to be completed by your health provider and submitted to Bentley through the portal. Also acceptable are forms generated by your provider that meet the requirements as outlined in the one provided by Bentley.
Varicella (chickenpox)	Two doses received at least one month apart, OR documentation of a positive antibody titer, OR documentation of a reliable history of varicella disease verified by a health-care provider. The first dose must be received on or after your first birthday.
Seasonal Influenza	One dose of the flu vaccine for the current flu season (2020-2021) must be received annually by December 31, 2020. Students enrolled starting in January must submit evidence of flu vaccination before the start of classes.

In addition to those listed above, we also recommend the following vaccines: HPV Vaccine Series, Meningococcal B vaccine series, Hepatitis A.

HEALTH INSURANCE

The Commonwealth of Massachusetts has a Student Health Insurance Plan (SHIP) law that requires all undergraduate students taking 9 or more credit hours to carry accident and sickness insurance through a qualifying health insurance provider. This provider may be either a personal private insurance plan, provided it meets the state's requirements for coverage, or the student health insurance plan offered by Bentley University. The requirements are outlined at: betterhealthconnector.com/wp-content/uploads/ship/Regulations/956CMR8_Student_Health_Regs.

Some insurance plans, particularly HMOs (Health Maintenance Organizations), do NOT provide coverage out of state; some plans have stringent rules and restrictions on referrals; and some plans have sizeable deductibles that must be paid before coverage starts. Please review the benefits of your current health insurance plan to make sure you will have adequate coverage while you are enrolled at Bentley University. You may want to compare your current plan benefits and costs to the student plan offered through Bentley. The details of the Bentley-sponsored plan can be found at: universityhealthplans.com. Click on "Bentley University" and then click on "Benefit Information" in the toolbar.

Our provider is Blue Cross Blue Shield. The cost is \$1,155 and coverage runs from January 1, 2021, until 12:01 a.m. on July 31, 2021. The plan provides unlimited coverage. In order to comply with state law, you need to either waive the school-sponsored plan by providing information about your own or your family's plan, or enroll and purchase the school-sponsored plan. Both processes are done online and students are required to do this each new school year. The deadline to waive or enroll is January 4, 2021.

To waive or enroll in the student health insurance plan, visit: universityhealthplans.com, select Bentley University and click on the "Waive" or "Enroll" link on the toolbar. You will receive confirmation stating whether the enrollment or waiver was successfully completed. All students are automatically pre-billed for the plan on their student account. If you do not successfully complete the online waiver by January 4, 2021, you will be responsible for paying for the school-sponsored insurance plan.

Please note: All international students and other non-U.S. residents are required to purchase the student health insurance plan offered by Bentley University and will automatically be enrolled in the plan. If you are living in your home country outside of the United States, you may waive the health insurance requirement per instructions above. Also, you do not need

to take any action. If you have Embassy-sponsored insurance, you may be eligible to waive the plan. Please contact Student Financial Services at +1 781-891-2162 to discuss this option. If you are covered by a Massachusetts-based employer-sponsored insurance plan, please contact University Health Plans at 800-437-6448 to see if you qualify for an exception to this requirement.

REQUIRED ONLINE PREVENTION COURSES

The Bentley community supports your choice to seek an exceptional education, both in and out of the classroom. Your personal and professional development is of utmost importance to our faculty and staff. This is why we require all new students to complete four online prevention courses: AlcoholEdu, Sexual Assault Prevention, Diversity, Equity and Inclusion & Staying Healthy in a Changing Campus Environment. Together, these courses focus on creating a healthy campus and learning culture by examining individual and community identity, choices and behaviors that contribute to wellbeing. They address critical life skills and issues that will affect you and your peers in your college years and beyond.

We require every new incoming Bentley student to complete our online prevention programs:

- Students will be emailed their access instructions mid-late December
- In total, it should take about 3.5 hours to complete these courses
- Self-guided time to complete these courses will be built into your Orientation schedule
- Part 1 of each of these required courses must be completed by January 19, 2021
- Failure to complete these courses will result in a student conduct referral

If you are a transfer student who has completed an online substance use prevention course at your previous institution, you can email thrive@bentley.edu prior to January 19, 2021, to inquire about a waiver. Scores from other substance use prevention programs may be accepted if certain conditions are met. We do not accept transfer scores for the Sexual Assault Prevention Course, nor the Diversity, Equity and Inclusion Course.

BENTLEY CARE TEAM

The primary purpose of the Bentley Care Team is to assess reports of concerning student behavior and to coordinate university resources to effectively intervene. Family members, students and community members who are concerned about a student are encouraged to talk with the student whenever feasible and then make a referral to an appropriate resource if necessary. Any direct conversation with a student can be supplemented by a referral to the Care Team and/or any resource on campus. Family members have reached out to the Care Team when they believe direct outreach and support from the university would be beneficial.

For more information about our Care Team and details on how to submit a non-urgent concern, please visit our website at bentley.edu/bentley-cares.

If you consider your concern to be that of an urgent nature, University Police is available 24 hours a day at 781-891-3131.



Student Account Billing and Payments

TERMS AND CONDITIONS

Financial institutions (including colleges and universities) are required to be transparent with their policies/procedures and requirements. They also require proof that the consumer/student is aware of the policies and their responsibilities. Therefore, Bentley requires that all students incurring debt acknowledge their obligations and the financial policies of the university by agreeing to the terms and conditions. This requirement is completed through the Workday on-boarding process. Students will receive a Workday notification when the on-boarding process is available to complete.

TUITION

Students and third-party Users can access semester billing statements via the Finances application in your Workday account. You can also enroll in the payment plan in Workday. If someone other than you (e.g., a parent) is expected to make student account payments (including payment plan installments), you must establish access for the parent and/or guest via Workday. Parents/guests are able to log in to view bills and make online payments through an account that you create for them. Fall tuition bills will be available to be viewed during the second week of July. Spring tuition bills will be issued the first week of December.

TUITION BILL PAYMENT OPTIONS

- Online electronic check via Automated Clearing House (ACH), whereby funds are electronically withdrawn
- Wire transfer or mail personal check following instructions provided on Student Financial Services website
- Installment Payment Plan (see Bentley University Payment Plan)
- Credit card via HigherOne/CashNet SmartPay, which is an external processor charging a 2.75 percent convenience fee for domestic bank credit cards and a 3.95 percent fee for international bank credit cards

BENTLEY UNIVERSITY PAYMENT PLAN

The university provides the option of an installment payment plan for each trimester, with a \$35 enrollment fee for each term. The fall plan runs between August and November and the spring plan runs between December and March. The number of installments is based on when the student enrolls in the payment plan. The due date is the 15th of the month.

TUITION DUE DATES

Spring semester balances are due by January 4, 2021.

Summer semester balance due date will be announced later.

TUITION INSURANCE

In addition to the Bentley University Tuition Refund Plan, students also have the option to sign up for an additional insurance program provided through Liberty Mutual Insurance.

How it Works

Liberty Mutual Tuition Insurance supplements the university refund schedule, and provides 100 percent coverage throughout the entire term.

If you have to withdraw from classes due to illness, injury, mental health disorder, or any other eligible reason, the plan will ensure that you get back 100 percent of your insured expenses, including tuition, room and board, and most fees paid through Bentley.

Withdrawal Period	Refunded by Bentley University	Refunded by Liberty Mutual	Tuition Coverage for Student
Before first class	100%	0%	100%
Week 1	100%	0%	100%
Week 2	80%	20%	100%
Week 3	60%	40%	100%
Week 4	40%	60%	100%
Week 5	20%	80%	100%
Balance of Term	0%	100%	100%

What it Covers

Liberty Mutual Tuition Insurance offers protection for many unexpected events:

- Mental Health Disorders¹
Like anxiety, depression, or bipolar disorder.
- Pre-Existing Condition¹
Flare-up of a chronic condition such as diabetes or Crohn's disease.
- Illnesses
An unpredicted illness like mononucleosis, severe influenza or meningitis.
- Unforeseen Accidents
A work accident or sports injury.

¹Pre-existing physical and mental health conditions are covered provided the student has not received medical care or treatment, nor has experienced symptoms of the condition, within 180 days prior to the purchase date, and during the period between the purchase date and the first day of classes of the covered term. Coverage provided and underwritten by Liberty Mutual Insurance Company and its affiliates, 175 Berkeley Street, Boston, MA 02116. Equal Housing Insurer ©2019 Liberty Mutual Insurance.

How to Enroll

Visit libertymutual.com/bentleytuition to learn more and sign up for a policy online.

The policy costs about 1 percent of your insured Bentley expenses.

You can choose the specific tuition amount you want to insure, and purchase a policy by semester or for the full year.

Who is Eligible

Undergraduate and graduate students, international students, and students studying abroad are all eligible for tuition insurance.

When to Enroll

You must purchase a policy prior to the first day of classes at Bentley University.

Students studying abroad must purchase a policy prior to the first day of classes at the foreign university.

Specific questions regarding plan coverage should be directed to: tuitioninsurance@libertymutual.com.



Requirements and Credits

MATH REQUIREMENT AND PLACEMENT

All Bentley University undergraduates are required to complete two mathematics courses as part of their general education requirement. This requirement may be satisfied by one of the following:

1. Earning a 4 or 5 on the Advanced Placement Calculus BC exam.
2. Earning a 4 or 5 on the Advanced Placement Calculus AB exam and completing MA 139.
3. Earning a 5 or higher on the International Baccalaureate (IB) higher-level math exam.
4. Earning a grade of C or higher on the A-level mathematics exam.
5. Earning a minimum of a grade 11 on the French Baccalaureate Math exam carrying a coefficient of a 4 or higher.
6. Transfer students who earned credit from their previous course work.
7. Completing one of several two-course mathematics options.

Most students satisfy this requirement by completing MA 123/126 (Applied Calculus for Business I and II), MA 123L/126L (Applied Calculus for Business I and II with Lab), or MA 131/139 (Calculus I and II). All students who have not earned Advanced Standing or transfer credit will be placed into one of these sequences. Your placement is based upon your background (such as high-school courses completed and grades earned, high-school and college curriculum, and scores on mathematical standardized tests). Before you create your schedule, there will be opportunities for you to discuss your placement with a member of the Mathematical Sciences Department. Please check your monthly newsletter for more information.

Please note: All sequences — MA 123/126, MA 123L/126L, and MA 131/139 — include coverage of calculus. MA 123/126 and MA 123L/126L provide a survey of techniques and an introduction to business applications, while MA 131/139 is a more traditional calculus sequence. Note also that MA 131 and MA 139 are required for Mathematical Sciences, Actuarial Science, Data Analytics and Quantitative Economics majors. Please see the course descriptions for specific topics and content.

WRITING REQUIREMENT AND PLACEMENT

Bentley's Expository Writing Requirement

Bentley requires you to complete two courses in Expository Writing. Students will take Expository Writing I during the first year and Expository Writing II in the sophomore year. There are several versions of each of the Expository Writing courses, which all cover the same kinds of materials, have the same objectives, and fulfill the Expository Writing requirement.

Expository Writing Placement

All incoming first-year students and transfer students without expository writing credit must complete the Expository Writing placement essay to determine which version of the class would be the best fit. The essays are evaluated by a committee of Expository Writing faculty according to carefully developed criteria that reliably predict how much writing instruction students need to develop the critical reading and writing skills required at Bentley. Surprising as it may be, we have found that college writing ability does not correlate with high school grades, SAT scores, or honors/AP/IB courses.

The essay you are being asked to write is similar to those you will be asked to complete in your first few weeks in an Expository Writing course. You are asked to read an argumentative essay, then summarize, evaluate and analyze part of that essay's argument. We have found that this similarity to a real assignment, including the timeframe in which you are being asked to complete it, provides a good indication of which class will best serve you as you continue to develop your writing skills.

Expository Writing Placement Essay Instructions

The Expository Writing placement essay must be completed by 11:59 p.m. on Wednesday, December 16, 2020. Students without prior expository writing credit will not be allowed access to the spring schedule until the essay is completed. You should begin the placement essay process as soon as possible to allow yourself enough time to complete the assignment fully before the December 16 deadline date. You may take all the time you need until the deadline to write and revise.

To complete the essay, follow the instructions below. This information can also be found on your New Student checklist.

1. Read "Why America is Self-Segregating" by danah boyd at points.datasociety.net/why-america-is-self-segregating-d881a39273ab.
2. In her essay "Why America is Self-Segregating," danah boyd identifies two institutions — college and the military — that employ social "engineering" or "diversification." The objectives for this essay are twofold. First, explain what boyd values about these "social diversification projects." Then, identify another situation or institution where diversity is valued or encouraged. How would boyd evaluate the effects of diversity in the situation you identified? Think of your audience as readers unfamiliar with the article. How you structure the body of the essay is up to you, but about 500 words is sufficient. Write this essay on your own computer and be sure to save the document.
3. Submit your essay at tinyurl.com/bentleyessay.

Please note that you will receive an email confirmation once the essay has been received. Be aware these emails may get sent to your spam folder.

ADVANCED STANDING CREDIT

Certain course work and exams may be eligible for credit for new students. If you are applying for advanced standing credit, all materials should be sent to the Office of Undergraduate Admission. We understand that some exams dates and types have changed due to COVID-19. Please check our website bit.ly/bentleywritingplacement for updated information.

Advanced Placement (AP) Exams

If you enroll in an AP class in high school and take the official AP exam, we may award college credit for AP scores of 4 or 5 in most subjects with the exception of English, Computer Science Principles, AP Seminar and AP Research. Please order official test results directly from the College Board (CEEB #3096) and request delivery to Bentley's Office of Undergraduate Admission.

International Baccalaureate (IB) Exams

Credit may be awarded for most International Baccalaureate (IB) higher-level subjects with a score of 5 or better on the official exam, with the exception of any English and Business and Management courses. Please order official test results directly from the International Baccalaureate Organization and request delivery to Bentley's Office of Undergraduate Admission.

College Credit

All courses taken at other institutions will be evaluated to determine if they are eligible for Bentley credit. To qualify for consideration, a course must meet the following guidelines:

- Did not count toward high school graduation requirements
- Completed at a regionally accredited U.S. institution or non-U.S. institution recognized by the Ministry of Education
- Equivalent to 3 or more semester credit hours
- Final grade of a C or higher
- Academic in nature (courses that are remedial, pre-collegiate, internships, recreational, etc., will not be eligible for credit)

Please note that business courses taken in this context may not transfer due to our unique interdisciplinary general business core curriculum.

Courses taken at the high school or location other than the college campus will not be considered for advanced standing credit.

Please contact the Registrar's Office at each university to request an official transcript for delivery to Bentley's Office of Undergraduate Admission.

Additional Examinations

If you are completing other curricula, you may be eligible to receive advanced standing credit depending on your official examination results, course syllabi and subjects taken. Advanced standing credit may be awarded for qualifying scores in GCE Advanced-level examinations, German Abitur exams, French Baccalauréate exams, and others.

Please note: Credit will not be given for CLEP/Excelsior (Credit by Exam or Prior Learning) exams. Please visit bentley.edu/undergraduate/advanced-standing-credit for details.

A maximum of 30 credits from all sources of advanced standing credit may be awarded to first-year students. Please submit all credentials to be considered for Advanced Standing credit as soon as they become available to ensure you are placed in the correct course schedule for the fall. The latest date that credentials may be submitted for Advanced Standing credit consideration is March 15, 2021.

TRANSFER CREDIT

An initial transfer credit evaluation is provided to transfer students in the days following their acceptance.

To qualify for credit consideration, a college course must meet the following guidelines:

- Final grade of C or higher (at or above a 2.0 equivalent on a 4.0 scale)
- Equivalent to three or more semester credit hours
- Academic in nature (courses that are remedial, pre-collegiate, internships, recreational, etc., will not be eligible for credit)
- Completed at a regionally accredited U.S. institution or non-U.S. institution recognized by the Ministry of Education

If you have not already done so, please contact the Registrar's Office at each university attended (or its equivalent if a foreign institution) to request an official transcript for delivery to Bentley's Office of Undergraduate Admission.

Please note: Credit will not be given for CLEP/Excelsior (credit by exam or prior learning exams). When reviewing your initial credit evaluation, please be sure to refer to the applicable explanations included therein. Of particular importance:

- Finance Course Needed — If you are transferring Financial and Managerial Accounting credit without the required Finance component, please be sure to register for Bentley's online finance module, FI 100, to complete this requirement. This module must be completed with a Satisfactory grade by January 7, 2021, to receive the corresponding transfer credit indicated.
- Course in Progress — These courses will be eligible for credit upon receipt of an official transcript documenting completion of the course with a final grade of C or higher. Please submit your final official transcript as soon as it is available so that we may finalize the applicable credit.

A maximum of 60 credits from all sources of transfer credit may be awarded. Only two courses may transfer into the academic major area of study and only one course may transfer into the academic minor. If you completed AP, IB, college, etc., credit prior to your college enrollment, please see our Advanced Standing credit guidelines.

All credentials to be considered for transfer credit must be submitted by March 15, 2021.



Computing at Bentley

Computers are a vital part of life at Bentley and you are expected to bring a personal laptop computer to campus. You will use it to communicate, access online resources, register for classes, complete and submit class assignments and countless other academic tasks. Bentley provides a list of computer specifications to insure you can work in Bentley's computing environment.

Please be aware that you do not need to purchase Microsoft Office 365 as it is made available to you at no additional cost while you are a registered student at Bentley.

While Bentley does not require a specific laptop, we strongly advise you to purchase a Windows computer, as certain courses at Bentley require you to install software that is only compatible with a Microsoft Windows Operating System and will not run on a Mac Operating System. If you bring an Apple computer to campus, IT 101, GB 310 and certain courses in Accountancy, Computer Information Systems, Finance and Information Process Management require you to install a virtualization software called VMware Fusion on your Apple computer which would allow you to run Microsoft Windows 10, Microsoft Office and a variety of Windows-only software applications on your Apple computer. Although Bentley makes VMware Fusion and Microsoft Windows 10 available for Mac users, installing this software is time consuming, requires advanced technical knowledge and will not run efficiently on a Mac with less than 16GB of memory.

Purchasing a New Computer

Bentley offers educational pricing on Windows and Apple computers. Each year Bentley reviews brands, models, and configurations based on product quality, reliability, value and the ability to meet the needs of the Bentley curriculum. Last year, Bentley offered Lenovo laptops. Computers can be purchased from secure procurement portals provided by Micros Northeast (for Windows-based products) and Apple (for MacOS products).

Please note that tablets, iPads and Chromebooks do not provide adequate functionality in order to complete your necessary academic work at Bentley.

While students are not required to purchase Bentley's recommended laptop computers via the Micros Northeast and Apple portals, there are advantages to doing so, including access to vetted business-class computers, educational discounts, three-year warranty and accidental damage coverage, on-campus repair services, and priority access to a loaner should your computer need repair.

For information on computer configurations, available software, links to purchase Windows and Apple computers, and more, visit bentley.edu/offices/it/information-incoming-students.



Housing

CAMPUS HOUSING

Housing and Meal Plan Contract

If you were accepted as a residential student, a space in on-campus housing has been reserved for you. You will need to confirm your intent to utilize this assignment by completing the 2020-2021 Housing and Meal Plan Contract and the COVID-19 Housing Contract Addendum. The contract will be available beginning November 4, 2020, and students will receive an email to log into the Housing Portal. Once logged into the Housing Portal, select “Forms and Applications” at the top of the page. Please read all of the information in the housing contract. Once you finish the housing contract, you will need to complete the housing application. This can also be found under “Forms and Applications.” The housing application will ask questions regarding your living preferences. The 2020-2021 Housing and Meal Plan Contract, along with the Spring 2021 Housing Application and the COVID-19 Housing Contract Addendum, must be completed by December 14, 2020. Housing assignments will be emailed to all residents on December 17, 2020, pending the completion of Bentley Beginnings.

MOVE-IN DAY

We are excited to welcome you to campus for move-in on Thursday, January 14, 2021. To make your move-in experience run smoothly students are assigned specific times for COVID-19 testing and move-in based on which building they live in. The fact that testing and move in are connected makes any changes to the assigned testing/move-in time very difficult to accommodate, and our resources in managing this process are limited. As a result, we ask that you please adhere to your assigned time.

At your assigned testing/move-in time, university staff will be present on campus directing you to your designated building to obtain your room combination and Bentley University Identification Card. When you receive your room assignment via email on December 17, 2020, we will include more specific directions on the move-in process.

BILLING

Students can access spring semester billing statements in Workday on or around the first week of December. The statement can be viewed on the screen or a PDF version can be printed. The statement will include a housing and meal plan charge. All students will be pre-billed for a double room and the Block 304 meal plan. Once actual assignments are made, your student account will be adjusted to reflect the appropriate charges.

HOUSING AND MEAL PLAN ACCOMMODATION PROCESS

Bentley residents with a medical diagnosis and/or specific need based on their religious/faith practice can petition the Residential Center to obtain a relevant accommodation in housing for the 2020-2021 academic year. The petition process for an accommodation is a pre-selection process, with all approved applicants securing an appropriate assignment before the 2020-2021 New Student Housing Selection Process begins. All petitions must include supporting documentation from a specialist and/or clergyperson. Please visit our website to learn more about the Housing and Meal Plan Accommodation Process. For new students, the petition is due by 4:00 p.m. ET on December 9, 2020.

Questions?

CONTACT Jeff Funk, Housing Operations Specialist
PHONE +1 781-891-2148
EMAIL housing@bentley.edu

CONTACT Cassie Balzarini
Residence Director, Residential Center
PHONE +1 781-891-2148
EMAIL housing@bentley.edu



Additional Resources

FIRST-GENERATION COLLEGE STUDENTS

The Bentley University First-Generation Student Support committee is committed to serving our students who identify as a first-generation college student. We consider you to be a first-generation student if your parent(s) or guardian(s) did not complete a four-year college degree in the United States.

Being the first at anything can be difficult, but the committee is here to help by:

- Supporting you by making sure you are aware of and have access to campus resources
- Engaging you with opportunities for you to meet other first-generation students
- Creating a sense of belonging and inclusivity through community building
- Equipping you with the necessary tools to confidently achieve your potential at Bentley

Our mission is to create a community of academic and social support that engages and celebrates YOU and empowers YOU to navigate your Bentley University journey to ensure personal and academic success. We recognize your accomplishments inside and outside of the classroom and can't wait to witness your achievements.

For more information on events, email us at GA_FirstGen@bentley.edu.

GENDER AND SEXUALITY STUDENT PROGRAMS OFFICE

The Office of Gender and Sexuality Student Programs seeks to provide a welcoming and supportive environment for all students to engage with topics of gender and sexuality. We aim to create a more inclusive, informed, and compassionate community through offering educational programs, dialogues, and campus-wide workshops. We welcome all members of campus and strive to develop inclusive student leaders who celebrate gender, sexuality, and their intersection with other dimensions of identity.

Student Equity and Inclusion Fellowship

Become a Student Fellow and gain real-world leadership preparation through an exploration of current workplace diversity issues and best practices.

Men of Alliance

Join other male students interested in learning about gender equity issues and actively supporting their female peers in the classroom and the workplace.

Bentley Women's Network

The Bentley Women's Network (BWN) builds and utilizes an established network of female business professionals and peers to empower Bentley's future businesswomen.

People Respecting Individuality and Diversity through Education (PRIDE)

A student organization that provides support, education, and social activities for the Bentley University LGBTQ+ community.

Students Advocating Gender Equality (SAGE)

A student organization that promotes the personal development and empowerment of women through open dialogue.

Women's Leadership Program

Selected during the admissions process, women in this four-year program gain the essential skills, real-world experiences, and confidence needed to advance into leadership roles.

We are located in Student Center Room 310 – stop in any time and look for our events on campus.

During the period of COVID, please reach out to Dorothy Polatin, dpolatin@bentley.edu, to get involved.

DISABILITY SERVICES

Bentley University is committed to offering an accessible, equitable and inclusive learning environment for all students with disabilities. Disability Services provides accommodations and services that promote individual growth and self-advocacy. Through collaboration and innovative programming, the staff strives to inform and educate all members of the Bentley community and promote diversity that respects and appreciates disability.

We work closely with undergraduate and graduate students with various types of:

- Learning disabilities
- Attention Deficit/Hyperactivity Disorder
- Mobility, visual and hearing impairments
- Medical conditions
- Psychiatric/psychological disabilities

The major components of these services include:

- Academic accommodations
- Assistance with accessibility issues
- Community education
- Individual coaching and support

Services are tailored to each student's individual needs, and we invite you to take advantage of these services. In turn, we will listen, guide and educate you on the full range of the accommodations and services available. We will also help evaluate your strengths and weaknesses, thereby enabling you to make wise choices on an independent basis.

To register with Disability Services, we encourage you to email a copy of your documentation to sbrodeur@bentley.edu and sbohler@bentley.edu. Documentation must be current (usually no more than three to four years old) and must be submitted by a licensed or certified diagnostician or medical professional. This documentation must be a comprehensive assessment and should include recommendations for accommodations and treatment.

For further information regarding documentation for specific disabilities as well as general information, visit bentley.edu/offices/disability-services.

MULTICULTURAL CENTER

The Multicultural Center (MCC) at Bentley University promotes cultural awareness, knowledge and inquiry for students to gain the skills to learn more about their personal identity and appreciate the uniqueness of others. The MCC staff, with the help of the MCC Student Street Team, works to develop innovative programs that promote inclusion and diversity in all aspects of the student experience.

At the MCC, we support a variety of students and programs on campus. We seek to serve our students of color, our first-generation students and all of their allies by creating and maintaining a safe space for dialogue and providing resources for students to succeed. The MCC also looks to empower students to engage in meaningful, diverse interactions in places like their residence halls, their classrooms, at home and more by equipping them with the tools to engross in those conversations. By collaborating with faculty, staff and other key partners on programs and events, the MCC has really become the hub for rich conversation, meaningful connections, and is a bounty of resources and more for all students. Dubbed as students' "home away from home," we invite you to visit the MCC on the third floor of the Student Center and see how you can get more involved.

SPIRITUAL LIFE

While attending Bentley, you will have a chance to explore a host of new places and experiences. You will learn with people from all over the world and have the opportunity to explore practices and traditions that are new to you.

We celebrate a diversity of religious practices on campus, and know that exposure to a variety of traditions and practices is of utmost importance. In a growing global society, we are committed to education that promotes religious literacy and multi-faith cultural competencies. We find this works best relationally, so you'll have many opportunities to enjoy halal and kosher food, to experience another religious custom, and to work together as a diverse student body united in a common service project. Numerous engagement programs are guided by our Student Interfaith Council and team of chaplains.

Many students have a clear connection with a particular religious tradition, and enjoy a strong faith community for worship, spiritual formation and good fun. Each week we offer religious services in the Sacred Space (located in the Student Center) and we also assist any student in finding alternative off-campus services. Our worship services are currently offered on a Zoom platform and currently include:

- Protestant Christian Fellowship, Sundays at 4:30 p.m.
- Catholic Mass, Sundays at 7:00 p.m.
- Mindfulness Sitting Meditation, Wednesdays at 2:15 p.m.
- Muslim Jum'ah prayer, Fridays at 1:00 p.m.
- Jewish Shabbat services, Fridays at 5:00 p.m. and numerous holiday celebrations

You will find student organizations, led by students and advised by members of the Spiritual Life staff, offering students a home for faith-based interests:

- Art and Soul
- Bentley Catholic Association
- Bentley Islamic Community
- Cru Bentley, Evangelical Christian Group
- Hillel, a Jewish Group
- Interfaith Fellows Leadership Program

Other students may not affiliate with any particular tradition, but rather have an interest in spiritual development and cultivating a deeper meaning of life. Spiritual questions such as "What is my purpose?" "Where am I my best self?" and "Who do I want to be?" are critical to explore during college. The Spiritual Life team is comprised of ordained ministers, rabbis, priests and qualified advisers who are committed to helping all students explore this aspect of their development.

Many of our spiritual-not-religious students enjoy:

- Art and Soul
- Reading Day Retreats
- Better Together Interfaith engagement
- Mindfulness Practices
- Playing the grand piano in the Sacred Space.

Please contact our Director, Rev. Dr. Robin Olson at rolson@bentley.edu with any questions.

STUDENT PARKING

Commuter Students

Commuter students must obtain a parking decal in order to park in university lots. Commuter students must register their vehicles with the University Police within the first two weeks of the semester after the start of classes. Please do not attempt to register your vehicle earlier than the first day of classes as we cannot accept requests before this time.

You may apply for a parking decal online. The non-refundable parking fee for commuter students is \$50 per semester.

The commuter parking decal authorizes you to park in regular spaces in university lots designated for general parking while on campus. You are not allowed to park in spaces reserved for visitors, faculty, staff, resident students, or handicapped parking (unless you have a state-issued handicapped placard) or spaces specifically marked for special purposes.

University Police can issue temporary parking passes for an alternate vehicle should your primary vehicle not be available to you; for example, when your vehicle is in the repair shop.

Resident Students

Parking decals are required to park in all Bentley parking lots. Registration may be completed online. The parking fee for resident students is \$87.50 per semester and is non-refundable. The (red) resident parking decal authorizes parking in lots designated for resident parking on the lower and main campuses. Once you have registered your vehicle online, you may pick up your parking decal at the University Police station. Be sure to bring your valid driver's license, valid motor vehicle registration, and Bentley ID card (which you will receive during Orientation).

First-year resident students are not allowed to have a vehicle on campus. Some exceptions can be made; however, they are granted on an extremely limited basis for work or medical purposes, supported by documentation. First-year students must request an exception to the parking restriction by submitting a written request through the first-year parking request form available at bentley.edu/offices/shuttle-parking-safety/parking-and-driving. Those students granted parking privileges must comply with strict guidelines, which will be outlined at the time a parking permit is issued. Violation of these guidelines may result in the revocation of parking privileges and conduct referral.

Violations of the parking rules may result in your vehicle being ticketed and/or towed. Please see the University Police website for more information concerning parking rules and regulations at bentley.edu/campus-life/safety-transit.

BENTLEY SHUTTLE

Bentley provides two free shuttle options for easy transit throughout campus and to Mass Bay Transportation Authority (MBTA) connections to Harvard Square and Boston. Download the TransLoc Rider app for real-time vehicle location tracking, as well as communications regarding the shuttle status. <https://bentley.transloc.com/>

B-line Route: A campus circulator that connects North, Main, and South Campus locations at 20-minute intervals.

Harvard Route: This shuttle provides access to grocery shopping and restaurants in Belmont's Waverley Square, the MBTA 73 bus to Harvard Square, and the Commuter Rail to downtown Boston. The Harvard route travels through campus (same route as the B-line) and connects to Waverley Square at and Harvard at 60-minute intervals.

Bentley offers MBTA Charlie Cards and discounted semester passes for bus and subway use; both are available at the University Police card office.

For more information on how to take advantage of the shuttle system, visit bentley.edu/offices/shuttle-parking-safety/shuttle-routes-and-schedules.

HOW WE'RE HANDLING COVID-19

Bentley University continues to closely monitor updates and recommendations about the coronavirus (COVID-19) from the Centers for Disease Control, U.S. State Department, Massachusetts Governor's Office and local Departments of Public Health. We understand these are difficult, unprecedented times, and want to do all we can to make your Bentley experience all that it should be.

If you are unable to meet a deadline as a result of the COVID-19 pandemic, we recommend that you contact the relevant office or department to make alternate arrangements. For up-to-date deadlines, please visit bentley.edu/backtobentley

Contacts

Orientation and Welcome

NEW STUDENT PROGRAMS AND ORIENTATION

CONTACT Bobbi-Lynn Kekic
Director, New Student
Programs and Development
PHONE +1 781-891-2271
EMAIL ga_orientation@bentley.edu

FIRST-YEAR AND TRANSFER STUDENT REGISTRATION

CONTACT Office of Academic Services
PHONE +1 781-891-2803
EMAIL ga_academic_services@bentley.edu

CENTER FOR INTERNATIONAL STUDENTS AND SCHOLARS

PHONE +1 781-891-2829
EMAIL ga_ciss@bentley.edu

BENTLEYCONNECT

CONTACT Undergraduate Admissions
PHONE +1 781-891-2244
EMAIL ugadmission@bentley.edu

Health and Wellness

HEALTH REQUIREMENTS/GENERAL INFORMATION

CONTACT Health Center
PHONE +1 781-891-2222
FAX +1 781-891-3443
EMAIL ga_healthcenter@bentley.edu

MENTAL HEALTH SERVICES

CONTACT Counseling Center
PHONE +1 781-891-2274

REQUIRED ONLINE PREVENTION COURSES

CONTACT Jessica Greher Traue
Director, Wellness and Prevention
PHONE +1 781-891-2600
EMAIL thrive@bentley.edu

HEALTH COVERAGE OR BENEFITS

CONTACT University Health Plans
PHONE +1 800-437-6448
FAX +1 617-472-6419
EMAIL info@universityhealthplans.com

Student Account Billing and Payments

BILLING OR ENROLLMENT

CONTACT Office of Student Financial Services
PHONE +1 781-891-2162
FAX +1 781-891-3159
EMAIL ga_student_financial_services@bentley.edu

LIBERTY MUTUAL TUITION INSURANCE CUSTOMER SERVICE

PHONE +1 800-290-6347
EMAIL tuitioninsurance@libertymutual.com
You should receive a response within
one business day.

Requirements and Credits

EXPOSITORY WRITING REQUIREMENT OR PLACEMENT ESSAY

CONTACT Greg Farber
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WEB LINKS AND TECHNICAL ISSUES

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MATH PLACEMENT

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ADVANCED STANDING/TRANSFER CREDIT

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Computing at Bentley

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EMAIL helpdesk@bentley.edu

Housing

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Additional Resources

DISABILITY SERVICES

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MULTICULTURAL CENTER

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SPIRITUAL LIFE

CONTACT Rev. Dr. Robin Olson
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PHONE +1 781-891-2418
EMAIL rolson@bentley.edu

STUDENT ID CARDS AND PARKING

CONTACT Andrew Himmer
Card Program Administrator
PHONE +1 781-891-2292
EMAIL GA_Card_Office@bentley.edu

GENDER AND SEXUALITY STUDENT PROGRAMS OFFICE

CONTACT Dorothy Polatin
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