

Department of Undergraduate Studies

Orientation Week
September 5-9, 2022

All sessions will take place in person; time, location, and presenter are noted below. If you are unable to arrive in Vienna for the start of orientation, please request the Zoom links from your Program Coordinator.

Monday, September 5th

10:00 a.m.

Campus Tours – Lydia Bolton, *BA CPS Program Coordinator*, Zephyr Forras, *BA PPE Program Coordinator*, Matthew Schreiber, *BA QSS Program Coordinator*, Alzbeta Klatova, *Academic Advisor*, Ekaterina Pavlova, *Admissions Coordinator*

- Meet at reception in Quellenstrasse 51. The BA Team will be waiting with signs!

11:00 a.m.

Welcome to CEU - Shalini Randeria, *President & Rector*; **Tim Crane**, *Pro-Rector for Teaching for Learning/Interim Dean of Undergraduate Studies (Until January 2023)*; **Andres Moles**, *Dean of Undergraduate Studies (From January 2023)*; **Chrysovalantis Margaritidis**, *Dean of Students*; **BA Team**

- Auditorium
- Also available online for students not in Vienna.

12:00 p.m.

Lunch (buffet) – cold food and drinks

- Auditorium

1:00 p.m.

Program Breakout Sessions – Ask program-specific questions and learn more about what to expect over the course of your degree.

- **Culture, Politics and Society** – Michael Dorsch, *Program Director* and Lydia Bolton, *Program Coordinator*
 - Auditorium – also available online for students not in Vienna
- **Philosophy, Politics and Economics** – Matthijs Bogaards, *Program Director* and Zephyr Forras, *Program Coordinator*
 - D001 – also available online for students not in Vienna
- **Quantitative Social Sciences** – Matthew Schreiber, *Program Coordinator*
 - D002 – also available online for students not in Vienna
- **Study Abroad Students** – Alzbeta Klatova, *Academic Advisor*
 - D317

2:00 p.m.

Family Session – Andres Moles, *Dean of Undergraduate Studies*; **Helmut Summesberger**, *Head of Student Life*; **Ann Gagliardi**, *Director of the Career Services Office*; **Jamie Hoversen**, *Career Services Officer*; **David Lewis**, *Philanthropy Officer, Private Sector*; **Tanja Manners**, *Senior Project Manager*

- Tanja Manners will meet families in Reception at 1:50 p.m., please be sure to register for the session in advance

Icebreakers – BA Team (Lydia Bolton, *BA CPS Program Coordinator*, Zephyr Forras, *BA PPE Program Coordinator*, Matthew Schreiber, *BA QSS Program Coordinator*, Alzbeta Klatova, *Academic Advisor*)

- Get to know your fellow students and the BA team through program-specific and full cohort activities
 - Culture, Politics and Society – Auditorium
 - Philosophy, Politics and Economics – D001
 - Quantitative Social Sciences – A211
 - Study Abroad Students – D317

6:00 p.m.

Welcome Quiz and Burger Night

- Get to know your cohort and test your knowledge at this optional quiz night
- Located at 10/50 Brewery, Ankerbrotfabrik Unit 10.2, Absberggasse 27/3, 1100 Wien

Tuesday, September 6th

10:00 a.m.

Navigating CEU – Chrys Margaritidis, *Dean of Students*; **Christian Arthaber**, *Chief Operating officer*, **Eva Fodor**, *Pro Rector for Foresight and Analysis*

- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100
- This session provides important general information about CEU, its organizational structure, how the Dean of Students Office assists students and important student policies. The COO will briefly present CEU operations while the Pro Rector for Foresight & Analysis will introduce the strategic planning exercise currently on its way and how students can contribute to shaping the vision of the university. The Dean of Students will present the work happening in the Dean of Students Office, important elements in academic and personal life at CEU and will remind students of important CEU policies. Finally, we will discuss diversity at CEU, different channels, styles and etiquette of communications at CEU.
- This session is run by the Dean of Students office and will be available online to students not in Vienna

11:00 a.m.

Alumni Relations Office – Nena Grceva, *Head of Alumni Relations*

- Join this session to learn how alumni support students and how you can get involved and make the most out of being a member of the CEU network.
- Also available online for students not in Vienna.
- D001

11:30 a.m.

Community Engagement Office – Andras Martoni, *OSUN Science Shop Manager*; Shwetha Nair, *Human Rights Initiative Program Coordinator*

- This session will give you information about how to get involved outside of the classroom.
- Also available online for students not in Vienna.
- D001

12:00 p.m.

Finances – Ildiko Torok, *Financial Aid Coordinator* and Tamara Bobor, *Financial Assistant – Student Financial Issues*

- This session is run by the Dean of Students office and will be available online to students not in Vienna
- The Finance Session will cover deadlines and payment obligations as well as general stipend and payment information.
- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100

12:30 p.m.

Lunch Break

1:30 p.m.

Career Services – Ann Gagliardi, *Director of the Career Services Office*; Jamie Hoversen, *Career Services Officer*

- Learn about the opportunities and support available to students through the Career Services Office at CEU.
- Group A – see addendum for group divisions
- D001

Library Tours – David Frank, *Head of Information and Instruction Services/Deputy Head*

- Learn about CEU's library and research services.
- You only need to attend your assigned sessions, please see the specific times below and refer to the addendum for your specific group.

- 1:30 p.m. – Group 1
 - 2:00 p.m. – Group 2
 - 2:30 p.m. – Group 3
 - *Meet in front of the CEU library on the first floor.*
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Wednesday, September 7th

9:00 a.m.

Residence Permits (if applicable) – Peter Wittman, Student Well-being Coordinator

- In this session, the Student Center will introduce you to the Austrian Residency Permit process, focusing mostly on third country nationals. We will discuss the required documents, responsible authorities and permit renewals.
- This session is run by the Dean of Students office and will be available online to students not in Vienna
- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100

10:00 a.m.

Student Records Office – Lea Tilless, Head of Student Records Office; Gabi Kulik, Student Records Coordinator; Renata Rusz, Student Records Coordinator

- The Student Records Office (SRO) provides a wide array of services related to academic aspects of studying at CEU. The office is responsible for overseeing enrollment, course registration, credit transfer, the preparation of diplomas, issuing transcripts and certificates upon request, as well as keeping students' academic records. It also monitors the submission of grades and administers the conferring of various academic achievement awards.
- This session is run by the Dean of Students office and will be available online to students not in Vienna
- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100

11:00 a.m.

Student Wellbeing and Insurance – Viktoria Magocsi, Student Well-being and Residency Manager; Lisa Auzinger, Student Well-being Coordinator, Helmut Summesberger, Head of Student Life, Andrea Borodi, COVID Communications Expert

- In this session, the Student Center will introduce you to the CEU Health Insurance Plans and share general information about the requirements set by the Authorities.
- In addition, we will introduce the CEU Medical Center and the Psychological Student Counselling, two in-house health services for the CEU community.
- Last but not least, we will provide COVID-related and emergency information.
- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100

12:00 p.m.

Living and Studying in Vienna - Maria Andrea Urbas, Student Residence Assistant, Lisa Auzinger, Student Well-being Coordinator, Helmut Summesberger, Head of Student Life

- You will receive some important information about registration and navigating the City of Vienna, some useful tips on how to get around the City, the student ticket and some insider information on customs and manners in Vienna.
- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100

12:30 p.m.

Lunch Break

1:30 p.m.

Career Services – Ann Gagliardi, Director of the Career Services Office; Jamie Hoversen, Career Services Officer

- Learn about the opportunities and support available to students through the Career Services Office at CEU.
- Group B – see addendum for group divisions
- D001

Library Tours – David Frank, Head of Information and Instruction Services/Deputy Head

- Learn about CEU's library and research services.
 - You only need to attend your assigned sessions, please see the specific times below and refer to the addendum for your specific group.
 - 1:30 p.m. – Group 4
 - 2:00 p.m. – Group 5
 - 2:30 p.m. – Group 6
 - *Meet in front of the CEU library on the first floor.*
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Thursday, September 8th

Counselling – Laszlo Biro, Head of of Psychological Counselling

- Laszlo Biro will tell you all about the services offered to CEU students.
- You only need to attend your assigned sessions, please see the specific times below and refer to the addendum for your specific group.
 - 9:00 a.m. – Group A
 - 9:30 a.m. – Group B
- *D001*

Library Tours – David Frank, *Head of Information and Instruction Services/Deputy Head*

- Learn about CEU’s library and research services.
- You only need to attend your assigned sessions, please see the specific times below and refer to the addendum for your specific group.
 - 9:30 a.m. – Group 7
- *Meet in front of the CEU library on the first floor.*

10:00 a.m

Student Union – Shwetha Nair, *HRSI Program Coordinator*

- Meet representatives of the CEU student union and learn how you can get involved with CEU student union. The Student Union (SU) represents student interests within CEU, is involved in various institutional decision-making and policy-shaping processes, and organizes numerous activities, events and supports students’ initiatives. Follow the SU SharePoint to learn more.
- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100

11:30 a.m.

Vera and Donald Blinken Open Society Archives in Budapest – Oksana Sarkisova, *Research Fellow*

- The Vera and Donald Blinken Open Society Archives (Blinken OSA), housed in Budapest, is one of the biggest Cold War and Human Rights archives in the world. We will use the opportunity provided by the orientation week to present the institution and its archival holdings, explain its activities and mission, and show the rich analog and digital archival collections, relevant for both faculty and students of several departments of the University. We will inform students about remote research opportunities in the Archives through our special services to CEU, including the dedicated "Research Cloud" and "Digitization on Demand", which are accessible even from Vienna. Finally, we would like to inform students about the ways they can communicate with us via several social media platforms and the soon-to-be-launched new Share Point site.
- D001

12:30 p.m.

Lunch Break

1:30 p.m.

Introduction to Sustainable CEU: Environmental Activism at CEU – Logan Strenchock, *Environmental and Sustainability Officer*

- Sustainable CEU is a campus group comprised of interested students, staff and community members who take an interest in promoting environmental engagement

within the University and local community. We invite you to join this session if you are interested in learning more about how to get involved in helping organize events, workshops and community outreach in the upcoming year.

- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100
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Friday, September 9th

10:30 a.m.

Modern Language Courses Center for Academic Writing – Agnes Makary, *Coordinator for the Center for Academic Writing*

- The Center for Academic Writing Language offers extracurricular foreign language courses (German, French, Spanish and Hungarian). The courses are all fee-paying. Join this orientation session if you would like to find out more about these courses or courses in other languages you would like to join, but that are not currently offered at CEU.
- [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100

12:00 p.m.

Lunch Break

1:30 pm

Student Union Clubs Fair + Info session – Shwetha Nair, *HRSI Program Coordinator*

- Students can discover, join and start new Student Clubs, meet fellow CEU students from other departments and speak with student union representatives! Details of the event can be found [here](#).
 - [ANKERSAAL Kulturhaus Brotfabrik](#) Absberggasse 27, Stiege 3, 2. Stock, A-1100
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Saturday, September 10th

10:30 a.m.

HRSI Vienna Tour

- Join the free walking tour organized by Human RightS Initiative (HRSI), Community Engagement Office and stroll through Vienna's streets to learn about the city through a lens of human rights!
This walk looks at how human rights and the city connect. It is a reminder that there are many ways of exploring Vienna. We will look at equality, housing, refugees, feminism, dignity, homelessness, democracy, gender, the UN, ecology and transparency. With each of these areas, we will assess the strengths and weaknesses of Vienna's city

government. Our walk goes from Haus Des Meeres Zoo to Habibi & Hawara. That means we begin with a Nazi attack tower, and end in a hopeful restaurant employing mostly ex-refugees.

- This walk is led by Eugene Quinn of Whoosh, an art collective which tells new Vienna stories, using tools like social-dining, parties, tours, playful events, teaching and urban adventures. This tour is accessibility friendly.
 - Meeting point: Climbing frame on Haus des Meeres, Esterhazypark, 1060 (U3 Neubaugasse)
 - Register [here](#).
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Pre-Session - September 12-16, 2022

Academic Advising:

- You only need to attend your assigned sessions, please see the specific times below and refer to the addendum for your specific group.
 - Monday, September 12th, 10:45-11:30 – Group 1
 - Tuesday, September 13th, 10:45-11:30 – Group 2
 - Wednesday, September 14th, 10:45-11:30 – Group 3
- D-212

Academic Writing

- You only need to attend your assigned sessions.
 - CPS Mon-Thu, 11:50-12:50 and 13:50-14:50
 - PPE Mon-Wed, 11:50-12:50 and 13:50-14:50 and Thu 13:50-14:50
 - QSS Mon-Wed, 11:50-12:50 and 13:50-14:50
- *You will be informed of your group and room number by September 9th.*

Inclusion, Diversity and Equality

Ana Belen Amil, *Gender Equality and Diversity Officer*, Natalia Nyikes, *Disability Rights Officer*, Natalie Sebanz, *Chair of the Disciplinary committee*

Monday, September 12th, 15:30-16:30

- The goal of the presentation is to acquaint students with the variety of policies and measures through which CEU promotes equal opportunities within the institution and removes barriers to full participation in student life. The main topics covered will be:
 - the advancement of gender equality,
 - protections and complaint procedures in cases of discrimination and harassment,
 - the rights of students with disabilities,
 - accessibility,
 - and how to request accommodations.
- D001

Scavenger Hunt

Wednesday, September 14th, 17:00-19:30

- *Meet at Stephansdom*