



535 Watson Drive, Claremont, CA 91711

kgi.edu

Dear Incoming Students,

The Division of Student Affairs is pleased to welcome you to the KGI family. We are so glad that you have decided to attend our institution. KGI Student Affairs provides the opportunities, connections and resources to ensure your success as a graduate student.

STUDENT AFFAIRS MISSION

Our mission is to support, motivate, and enhance the personal and professional growth of the KGI student community.

CORE VALUES

- **Compassion**- The Student Affairs team strives to support the student community with compassion by encouraging a positive learning environment and promoting emotional intelligence.
- **Gratitude**- We are grateful to support students' talents as they grow and learn to be leading innovators at KGI and beyond.
- **Success**- The commitment to our goals and to excellence will enable us to attain the success that we seek for ourselves and for all students.
- **Unity**- Our aim is to produce a stronger sense of connectedness across disciplines and engage students from different backgrounds through extra-curricular and co-curricular events and programs.

RESOURCES AND SERVICES

The Division of Student Affairs is here to serve as a resource to all KGI Students. Resources and services we offer are categorized in four major areas:

- [Academic Support Services](#)
- [Career Services](#)
- [Student and Campus Life](#)
- [Wellness@KGI](#)

During Orientation we will go into more detail about the services and resources that we offer, but if you would like information beforehand, you can visit our website [here](#).

IMPORTANT INFORMATION

Below you will find important information from the Division of Student Affairs that you must complete before your first day of Orientation. Attendance is mandatory for Orientation. New Student Orientation is on August 20, 2020 at Keck Graduate Institute. If you are an international student, you must also attend International Student Orientation on Wednesday August 19, 2020 at Keck Graduate Institute.

Login Credentials:

By now, you should have received your email and student portal credentials from Information Technology (IT). If you have not received this information please contact the IT Helpdesk at helpdesk@kgi.edu. All communication from Student Affairs will now be sent to your KGI email. The primary mode of communication at KGI is email. Please check your KGI email regularly.

Pre-Orientation Checklist Items:

There are a number of items that must be completed before you attend New Student Orientation. A checklist for each school and a list of these items can be found on the KGI website [here](#). All pre-orientation checklist items must be completed by **August 1st** unless otherwise noted.



Student Affairs Webinars:

The Division of Student Affairs will be hosting a variety of online webinars throughout the summer to help prepare students for the academic year. Please see the webinar schedule below:

Session	Date	Time	Webinar Link
Career Services	July 1, 2020	10 am – 11 am	Click here
Student Affairs	July 16, 2020	11 am-12 pm	Click here
International Students	July 23, 2020	11 am- 12 pm	Click here

LiveSafe App:

We care about your safety at KGI. We encourage all students to [download the LiveSafe app](#). LiveSafe provides valuable safety information directly to your phone that is tailored specifically to KGI and the rest of the Claremont Colleges.

Once again, welcome to the KGI community! We encourage you to get involved, step out of your comfort zone and try something new. We look forward to speaking to you during the upcoming webinars and meeting you at Orientation. If you have any questions please email student_affairs@kgi.edu or call (909) 607-0435. To instantly reach the Division of Student Affairs, Monday-Friday 8 a.m.-5 p.m. PST, please join kjistudentaffairs.slack.com Student Affairs workspace. Please create an account with your KGI email. Once you sign in, you will have live access to a Student Affairs (Career Services, Academic Support Services and Student and Campus Life) team member. If you have a question for a specific department, please use the appropriate hashtag (channel). For example, #careerservices #academicsupportservices #studentandcampuslife.

Warm Regards,
The Division of Student Affairs Team

Cynthia (Cindy) Martinez
Dean of Students

Angela Cossey
Director of Career Services

Melissa Scott
Associate Director of Career Services

Veronica Clairmont
Assistant Director, Student Affairs

Andrea Mozqueda
Assistant Director, Students Affairs and Disability Coordinator

Vivian Voong
Student Affairs Specialist