April 16, 2009

From Director of Student Services, Amanda Shaw: Welcome!

First, congratulations on your acceptance to the Johnson School and I am pleased that you have decided to join us here in Ithaca later May. As a proud alumna of the Johnson School I will also take this opportunity to welcome you to the Johnson School community of students, faculty, staff and thousands of alumni worldwide.

Over the next few weeks these messages will help you prepare for your arrival at the Johnson School. Please read each very carefully and contact us immediately at NewStudents@johnson.cornell.edu if anything is unclear. This email focuses on making sure that you are prepared academically for your rigorous and challenging summer curriculum. Subsequent emails will provide additional details and to do’s for your start at the Johnson School this May.

Also remember that our New Students Website is a great resource as you prepare to join us in Ithaca; access it often as we will be continuously updating items as new information is available. We also have a Facebook group for both the AMBA and 2 year programs. Additionally, our outgoing AMBA class has created their own Yahoo Group to share information with the incoming AMBA class – that group is entitled Amba2010_Cornell_Johnson.

We are looking forward to seeing you in Ithaca very soon and we’ll be keeping in touch with you right up until the program starts on Monday, May 18th.

Amanda Shaw
Director, Student Services

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Important Dates and Summer Schedule Overview

Monday, May 18: Start of the Accelerated MBA Program and your first day of core Statistics
Friday, August 7: Last exam of the Summer
Saturday, August 8 – Wednesday, August 19: AMBA Break
August 20-22: Johnson Outdoor Experience – offsite retreat for MBA Class of 2011 with AMBA students serving as facilitators alongside the Class of 2010
Monday, August 24: AMBA CMC Programming and Core Courses begin
Thursday, August 27: Fall semester elective courses begin
Your summer will be very intense, with classes meeting for most of the day, 4 days a week – generally the core courses run on Monday, Tuesday, Thursday and Friday from about 9 a.m. to 4 p.m. with a lunch break. Weekends are also busy with preparation for the coming week and in at least one instance, exams. At present, we do know that there will be midterm examinations in Accounting and Economics over the weekend of June 6 and 7, so please plan your calendars accordingly.

While the schedule is packed we believe that the Accelerated MBA summer is a great time to get to know your classmates, and enjoy Ithaca in one of its best seasons! A draft of the complete summer schedule will be circulated in the coming weeks as programs and events are confirmed. If you have a particular concern about the schedule, please contact us.

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**Academic Preparation**

**Statistics**
Your first class will be the week-long Statistics course which assumes prior experience with the topic and is therefore taught as a refresher. You will need to purchase the textbook, *Statistics for Business and Economics, 10th edition*, by Anderson, Sweeney and Williams, South-Western division of Thompson Learning (ISBN 978-0-324-36068-4) and begin completing a self-study of the topics and exercises described in the Pre-arrival schedule on the course website. Again, statistics will be taught as a refresher, not as an introduction so it is important that you complete the Pre-arrival work to be fully prepared for the course.

**Quantitative Skills: Online MBA Math Course**
To help develop the quantitative skills you will need throughout the core curriculum we strongly encourage all incoming students to complete the online course, MBA Math. Recognizing that the AMBA program will start very soon we would recommend prioritizing the Accounting and Economics sections of MBAMath as those will be your first core courses after the week-long Statistics course. (Note: The "Marginal Analysis II" section under "Economics" is optional.)

Additionally, you will continue to have access to MBAMath throughout the fall and spring for additional work in these areas.

Please note if you just deposited this week – after last Friday, April 10th, your account is not yet activated. We will activate these accounts by this Monday the 20th.

**To access MBA Math:**

_The Johnson School has paid for your subscription, so do not register again as an individual._ Using the links in this email, go to the homepage and click the 'Existing User Sign In' link at the top right. Then sign in with the user name and password as follows:

**Username:** your full email address (this will be the email that was "on file" with the Johnson School at the time you paid your deposit)

**Password:** please call Jenny Ruhanen at 607-254-5446 to obtain the password.

**Other Summer Core Courses**
Your summer will consist of 6 more core courses: Accounting, Economics, Finance, Strategy, Marketing, and M&LO. A listing of the required and optional textbooks for each of these courses is found on the [Accelerated MBA Core Books](#) page on the [New Students Website](#).
Technology Skills
At the Johnson School, students rely heavily on strong computer skills, particularly with MS Office applications including Excel, PowerPoint and Outlook. If you need to improve your skills in these programs, we have provided access to computer based training in these programs called SkillSoft. Instructions for accessing this training are found on the Computer Skill Recommendations page on the New Students Website.

Enrollment Forms
There are several required and optional forms to complete as part of your enrollment at the Johnson School and Cornell University. The following are forms that you will access online through the Cornell Bound Forms for new students. As your Cornell NetID is still in process you may complete these forms by following the instructions to create an account within the forms website.

Required Forms:
- **Student ID Form** This card identifies you as a current member of the Cornell community and is used in libraries, dining units and for access to facilities on campus, including rooms within Sage Hall. This form will require you to upload a digital photo of yourself for your ID card.
- **Bursar Disclosure Statement**
- **Health History Form** Due June 12, 2009

Optional Forms:
- **Commuter & Parking Services 2009-2010:** To learn more about the commuting alternatives available to you please visit: [www.transportation.cornell.edu](http://www.transportation.cornell.edu). Note: this form is to order passes that begin in August 2009; our next email newsletter will confirm arrangements for summer parking should you require it.
- **Other Forms:** Request for Disability Services and Accommodations, Cornell Fitness Centers Members Enrollment, Cornell United Religious Work, Cornellcard Application

Housing
It is important that you search for and secure housing and get settled as soon as possible. The New Students Website’s Housing page will provide you with a number of resources to aid in your search.

Some notes and tips as you search for housing:

The Accelerated MBA program is scheduled to begin on Monday, May 18th, so you should be looking for housing that is available as close to that date as possible – namely leases scheduled to start on/around May 15.

If an apartment you are interested in is not listed with a May 15 start we suggest that you inquire with the landlord regarding the ability to move in early on a June 1 lease. Many leases will be advertised with a June 1 start, but there may be flexibility depending on when the current tenant will move out. If the current tenant is not a graduating student, they may be moving out prior to Cornell’s commencement weekend (May 23-24, 2009).

There are some apartment complexes in town that are not as reliant on student leaseholders as others and therefore may have more availability at the time you need it. One example are the complexes advertised at: [www.ithaca-apartments.com](http://www.ithaca-apartments.com) (their complexes include NorthWood and WarrenWood).
There may also be some availability within on-campus graduate student housing; if you are interested in pursuing those options please contact Cornell’s graduate housing program.

Good luck and please let us know if there’s anything we can do to help you with your search.

Purchases of Computers and Other Tools

An English, Windows-based laptop computer is required for the MBA program at the Johnson School. There is extensive information about system requirements and recommended features on the Computer Requirements page on the New Students Website.

You will also need a calculator that can perform common financial functions. An HP 10b or HP 12c is recommended, but other calculators with similar functions can be used.

Your Cornell NetID

Over the course of the next few weeks Cornell Information Technology will send out, via a hard copy letter, your Cornell NetID and activation code. This will come in a standard business envelope with the return address of The Johnson School at Cornell University. Your Cornell NetID will enable you to access various Cornell technology services before and after you arrive on campus. The letter will provide instructions, and you will also be directed to a website for instructions to activate your NetID, and to access the various services. So please keep an eye out for your Net ID letter!