



Office of Student Affairs
Clark Hall
Smith College
Northampton, Massachusetts 01063
T 413-585-4940

July 2023

Dear Student,

Welcome, again, to Smith College! Several weeks ago I wrote to introduce you to our onboarding process in Workday. I hope you are working on completing your assigned tasks. As a reminder, you will use Workday for a variety of tasks while at Smith, such as registering for courses, viewing your class schedule, searching and applying for campus jobs, and more. To login to Workday, you'll need your campus email and password—often referred to as your Smith credentials.

Workday Login: workday.smith.edu

You'll find a variety of articles within Workday to guide you in completing tasks throughout your time at Smith. You can browse articles by category via the Help app, which you'll see when you log into Workday or search for a specific topic. For articles to help you with your onboarding tasks, we've provided links below.

Part 1 should now be complete and Part 2 will open on July 15.

Part 1 [Part 1 Help Article \(First-Year and Transfer\)](#) | [Part 1 Help Article \(Adas\)](#)
(Opens May 23rd)

Part 2 [Part 2 Help Article \(First-Year and Transfer\)](#) | [Part 2 Help Article \(Adas\)](#)
(Opens July 15)

Next week, you will begin receiving a weekly email from Student Affairs with information that will begin to acquaint you with the various events, programs, and opportunities that will be available as part of your orientation to Smith. As a reminder, you should be checking your Smith email regularly for updates and information about your Smith arrival. We will be using your Smith email address EXCLUSIVELY from this point on. Please check it regularly for important messages.

To help you stay informed over the summer, we have created a Social Network group for your class. The SSN, and more specifically the [Entering Transfer Students page](#) that you

have been enrolled in, is where you can access information about arrival, Orientation, and other useful information about your first year experience. Please go to the SSN and sign in at the link above to gain access to these updates. This is a required step for all incoming students so please sign in as soon as possible. The page will be updated regularly with the most up-to-date information.

We know that new students arrive on campus with many questions. In order to assist you, we have prepared an orientation schedule which will be posted on the [For New Students](#) website at the beginning of August. Orientation contains the essential information all new students need for academic and personal success and addresses topics of importance to the entire Smith College community. In addition, Orientation also offers many informal and enjoyable opportunities to help you become acquainted with other new classmates, returning students, and Smith faculty.

I look forward to welcoming you to Smith in the fall. Student life at Smith offers a rich array of activities designed to assist you in your academic endeavors, extend your learning beyond the classroom, and develop your talents, skills, and interests. If you have any questions about student life prior to or after your arrival on campus, please do not hesitate to contact me at (413) 585-4940, or come to the Student Affairs Office, located in Clark Hall. In the meantime, enjoy the remainder of the summer.

Sincerely,

A handwritten signature in black ink that reads "Julianne D. Ohotnicky". The signature is written in a cursive style with a large, decorative initial 'J'.

Julianne Ohotnicky
Associate Vice President for Campus Life/Dean of Students