

Explore Chicago FAQ – 2019

What is happening on Tuesday, Sept. 10?

The university's inaugural **Blue Demon Welcome** (new student convocation), which all new students are required to attend, takes place at **Wintrust Arena starting at 10:00 a.m.** Explore teaching-team members are invited to volunteer by clicking [here](#). There will be shuttle bus service for Explore *students* from LPC to the arena. (More information is available at go.depaul.edu/BlueDemonWelcome.)

Then, that same afternoon, the **Great Starts meeting**, mandatory for all teaching-team members, takes place from **3:00 till 5:00 p.m. in McGowan South 108.**

When do my students receive their CTA UPasses?

UPasses will be distributed to students during the three days from Tuesday, Sept. 10, through Thursday, Sept. 12, on the campus where their college office is based. Detailed information is available at upass.depaul.edu.

What is my budget?

Your course budget is **\$500**. Please remember that receipts and invoices (original or scanned) must be received by **Financial Affairs**, at LASFS@depaul.edu, within 60 days of service/purchase or by Tuesday, Nov. 26 — whichever date is **earlier**.

How do the hours break down for the Autumn Quarter?

Explore Chicago calls for 40 total contact hours, of which

- 30 hours are devoted to the academic component, and
- 10 hours to Common Hour.

What if there is an emergency during an excursion?

Teaching teams **MUST**:

- **call 911 first**; then
- file an Incident Report with the Public Safety Office (LPC: 773-325-7777; Loop: 312-362-8400); and
- notify the Office of the First-Year Program (773-325-7573).

Where can I find the 2019 Chicago Quarter Faculty Handbook and updates of this FAQ?

They are available online. Go to go.depaul.edu/fyp, then click: FOR FACULTY > HANDBOOKS & RESOURCES. We ask that you bookmark the page rather than print out a hardcopy. This way you will have the latest information in a searchable document with a clickable table of contents and live links.

Whom should I contact with questions about excursions or anything related to my Explore Chicago class?

Office of the First-Year Program
773-325-7573

Munroe Hall, 2312 N. Clifton Avenue
firstyr@depaul.edu