# NEW STUDENT CHECKLIST FOR TRANSFERS

## FIRST STEPS AFTER ADMISSION

- **Set up your SMU email account**
  *(Make sure to set the time zone to Central Standard Time.)*
- **Activate Your My.SMU Student Account**
- **Submit your FAFSA and CSS Profile**
- **Review your financial aid on my.SMU**
- **Begin I-20 process**
  *(Foreign passport holders only.)*
- **Pay your deposit**

## AFTER YOU PAY YOUR DEPOSIT

- **Submit your final Fall transcript and any AP or IB scores**
  *(if applicable.)*
- **Submit your Statement of Good Standing Form(s) from each college attended.**
- **Accept your financial aid on my.SMU**
- **Check my.SMU for your final cost calculation and account balance**
- **Verify your personal information on my.SMU**
- **Fill out the Parent Information Form**
  *(Complete as soon as possible after paying your deposit.)*
- **Complete your housing application and license agreement**
  *(Transfer students under the age of 20 are required to live on campus.)*
- **Send your health forms and proof of meningitis vaccination to the SMU Health Center**
- **Complete outstanding items on your "Task" list on my.SMU**

## DECEMBER

- **Review your Transfer Evaluation Report**
  *(This was sent by email shortly after your admission to SMU.)*
- **Submit any necessary appeals for additional credit**
- **Register for Mustang StartUp (Virtual Orientation)**
  *(Registration will open December 1.)*
- **Complete your Campus Life (Student Experience) Online Experience Modules**
  *(The Modules will become available on December 15.)*
- **Complete loan processing for Federal Direct Loans, Direct PLUS (Parent) and alternative loans**

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**Send to SMU Undergraduate Admission**
PO Box 750181, Dallas, TX 75275-0181
ugadmission@smu.edu

**smu.edu/healthcenter > Medical > Health Requirements for All Incoming Students**

**smu.edu/admission/i20**

**smu.edu/deposit**

**smu.edu/financialaid > Types of Aid > Loans**

**smu.edu/newstudent > Mustang Start Up**
## After Enrolling in Your Classes

- **Optional: Enroll in a Payment Plan**
  - [smu.edu/bursar > Payment Options](smu.edu/bursar)
- **Optional: Set up your parent(s) as an 'Authorized Payer' on SMUPay**
  - [my.smu.edu>Financials>SMUPay](my.smu.edu)
- **Set up Release of Education Records**
  - [my.smu.edu>Release of Education Records](my.smu.edu)
- **Request any necessary accommodations through the Office of Disability Accommodations and Success Strategies**
  - [smu.edu/alec > Disability Accommodations and Success Strategies](smu.edu/alec)
- **Submit your ID photo for your SMU ID**
  - [idcard.smu.edu.](idcard.smu.edu)
- **Check your SMU email for other to-do items**
  - [webmail.smu.edu](webmail.smu.edu)

## Students Living on Campus

- **Find out Residential Commons assignment via SMU email**
  - (Information will be sent via email starting mid-December)
  - [smu.edu/studenthandbook](smu.edu/studenthandbook)
- **Read Student Handbook and Residence Hall Community Standards**
  - [smu.edu/housing > Living on Campus > Policies](smu.edu/housing)
- **Check your SMU email for your mailbox number**
  - This will be sent to your SMU email address in January.
- **Read Fire Safety Guidelines**

## January

- **Complete your Pre-Advising Canvas Course (PACC) and required tutorials and forms in the online Canvas course**
  - [canvas.smu.edu](canvas.smu.edu)
- **Schedule your virtual advising appointment and register for classes (scheduling instructions are in the PACC)**
  - [canvas.smu.edu](canvas.smu.edu)
- **Complete Title IX Course and AlcoholEDU Course**
  - [smu.edu(foundry](smu.edu(foundry)
- **Submit your January Term Transcript if applicable**
- **Attend Stampede**
  - (In January before classes begin.)
  - [smu.edu/newstudent > stampede](smu.edu/newstudent)

## When You Arrive on Campus

- **Update your local address on my.SMU**
  - [my.smu.edu>My Profile> Contact Info](my.smu.edu)

## Questions?

- **Office of the Student Experience**
  - orientation@smu.edu
  - Division of Enrollment Services
  - 214-768-2058 | 800-323-0672