**New Student Checklist**

**IMMEDIATELY AFTER ADMISSION**

1. **Pay your Deposit** to secure your spot for the semester
   - smu.edu/deposit

**AFTER YOU PAY YOUR DEPOSIT**

1. Register for **AARO**
   - smu.edu/newstudent

2. Check **my.SMU** for an updated status of your Financial Aid, final cost calculation and account balance
   - my.smu.edu > Financial Aid Tile

3. **Begin I-20 process** (Foreign Passport Holders Only)
   - smu.edu/admission/I20

4. **Complete your housing application and license agreement**
   - (This will be sent by email once you pay your Deposit. Transfer students younger than age 20 are required to live on campus. Housing is an option for all four years.)

**ADDITIONAL STEPS**

1. Fill out the **Parent Information Form**
   - smu.edu/parentinfo
   - (Complete as soon as possible after paying your deposit.)

2. Activate your **SMU ID** and Password
   - smu.edu/activate

3. Set up your **SMU email account**
   - webmail.smu.edu
   - (Make sure to set the time zone to Central Standard Time.)

4. Verify your **personal information on my.SMU**
   - my.smu.edu > Profile Tile > Personal Details

5. Accept **Financial Aid on my.SMU**
   - my.smu.edu > Financial Aid Tile

6. Complete loan processing for **Federal Direct Loans, Direct PLUS (Parent) and alternative loans**
   - smu.edu/financialaid > Types of Aid > Loans

7. Optional: Enroll in the **Tuition Pay Plan**
   - smu.edu/bursar > Payment Plan Options

8. Ensure your **final high school transcript, transfer transcripts, AP, and IB scores are sent to SMU**
   - (Required for ALL new students.)
   - Send to SMU Undergraduate Admission: PO Box 750181, Dallas, TX 75275

9. Submit your **Statement of Good Standing form**
   - smu.edu/Admission/Apply/Transfer > Statement of Good Standing Form
   - (Included in your Admission packet.)

10. Review your **Transfer Evaluation Report**

11. Submit any **necessary appeals** for additional credit
    - sites.smu.edu/des/transfer/creditappeal.asp

12. Check your **SMU email** for other to-do items
    - webmail.smu.edu
Set up any additional "Authorized Payer(s)" on SMUPay 
my.smu.edu > Financial Account Tile > SMUPay

Waive University Health Insurance if you have acceptable alternate coverage
smu.edu/healthcenter > Insurance, Fees & Forms > Mandatory Insurance

Set up release of education records
my.smu.edu > Profile Tile > Release of Education Records

Check your SMU email for other To-Do items
webmail.smu.edu

PRIOR TO ATTENDING AARO

Send your health forms to the SMU Health Center
smu.edu/healthcenter > Medical > Health Requirements for All Incoming Students

Send in proof of meningitis vaccination
smu.edu/healthcenter > Medical > Health Requirements for All Incoming Students

Read Peruna Passport
smu.edu/advising > Student Advising Essentials

Complete student bio online
smu.edu/advising > Pre-Orientation Student Bio

View advising video tutorials
smu.edu/advising > Student Advising Essentials > 60 Second Advisor Videos

Submit your photo for your SMU ID online
idcard.smu.edu

Check your SMU email for other to-do items
webmail.smu.edu

DURING JUNE, JULY & AUGUST (FALL TRANSFERS) OR EARLY JANUARY (SPRING TRANSFERS)

Attend AARO and Enroll in Classes
smu.edu/newstudent > AARO > Transfer AARO

PRIOR TO ARRIVING ON CAMPUS

Pay your bill with the Bursar's Office
(All accounts must be up-to-date before attending class.)
smu.edu/bursar > Pay Now

Request any necessary accommodations
smu.edu/alec > Disability Accomodations and Success Strategies

Read Student Handbook and Community Standards for Residents
smu.edu/housing > Current Residents > eHandbook

Complete the Academic Honesty Tutorial online
smu.edu/honorcouncil > Academic Honesty Tutorial & Quiz

Register for or waive your parking permit and put it on your vehicle
parking.smu.edu > Parking Services > My Parking Account

Check your SMU email for your mailbox number
This will be sent to your SMU email address, if you are required to or if you have requested to live on campus.

Mail your boxes to your PO Box on Campus
images.smu.edu > Postal Services

Check your SMU email for other to-do items
webmail.smu.edu

WHEN YOU ARRIVE ON CAMPUS

Update your local address on my.SMU
my.smu.edu > Profile Tile > Personal Details

Questions? Need more info? 
Office of Student Transitions & Orientation
smu.edu/newstudent
orientation@smu.edu

Division of Enrollment Services
214.768.2058 • 800.323.0672
ugadmission@smu.edu • smu.edu