Spring 2022 Enrollment Checklist

Congratulations! We are thrilled to welcome you to SMU|Perkins! Please read the following instructions so that you can ensure a smooth transition before you begin your studies.

**STEP 1: ACTIVATE SMU ACCOUNT & EMAIL**
Shortly after you were admitted, you received an email with the subject line: “SMU Account Information.” In this email you were given an SMU ID number and email address. Use your SMU ID number to activate your student account and email. If you have not received your SMU ID number, please call SMU IT Help Desk at 214.768.4357.

**STEP 2: CONFIRM RIGHTS AND RESPONSIBILITIES, HONOR CODE AND CODE OF CONDUCT**
Go to my.smu.edu
Select: Student Homepage Tab at top
Select: “Tasks” and complete any tasks or holds on your account.

**STEP 3: ENROLL IN CLASSES**
Return to Student Dashboard
Select: Enrollment
Select: Shopping Cart
Select: Add class (registration # in my.smu = class # in Perkins schedule)

For additional important steps in your transition into the SMU|Perkins community (class schedule, photo ID, parking pass, health history form, campus maps, etc.), please check the Admit Portal.

**CANVAS—SMU’s Learning Management System**
Once you have registered for classes you will need to wait approximately 48 hours to be able to log into Canvas. Access Canvas here to find your courses, syllabi, assignments, videos, and professor contact information. Please check Canvas regularly as professors upload course syllabi at various times leading up to each new semester. **Houston-Galveston students:** please be aware that some class assignments are *due before the first day of class*. If you encounter any difficulty logging in or navigating Canvas, you can contact the SMU IT Help Desk or watch this Canvas tutorial. Or, you may contact Stephen Bagby, sbagby@smu.edu.

Once again, welcome to SMU|Perkins! Let us know how else we might assist you.

Sincerely,

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