



Next Steps: New Graduate Student Checklist

A Guide to Completing Your Enrollment at Seattle University

Congratulations on your acceptance to Seattle University for graduate study! Because of COVID-19 restrictions, all Summer 2020 classes will be held virtually. At this time, we plan to be back on campus for Fall 2020 classes. Following the detailed steps below will help you complete the enrollment process:

Step 1

Taking these initial actions below is important to establish your Seattle University student status and privileges.

- Respond** to the offer of admission on your [application status](#) page.
 - Log in with the same credentials you used to apply.
- Establish** your Seattle University credentials by following the instructions provided with your admissions email communication. For a password re-set or assistance with your account, contact Seattle University's Help Desk at (206) 296-5571 or helpdesk@seattleu.edu.
- Familiarize** yourself with your [SU Online](#) and [MySU](#) accounts.
 - Log in using your Seattle University ID and password created when setting up your credentials.
 - Update your address and phone number.
 - Search for classes...and much more.
- Activate** your Seattle University [student email account](#) and receive important information from the University.
 - The new password you created to get into SUOnline will be the same password used to access your email.
 - This email is the primary tool used by the University to officially communicate important information such as registration, deadlines, financial aid, new policies, and general announcements. Check your email frequently as you will receive important information and updates.
- Explore** [Redhawk Service Center](#) for information about financial aid, student employment and student billing accounts.

- All eligible admitted students are encouraged to complete the [FAFSA online application](#) and search for external funding.
 - **Submit** confirmation deposit to secure your place in your academic program, if required. The deposit will be applied toward your first quarter tuition costs.
 - Check to see if your **program** requires a [deposit](#). Please check with your department regarding the due date and proper procedure.
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Step 2

The advising, orientation and registration processes will vary based on your academic program. New students should complete the following actions prior to registering:

- **Contact** your department and/or advisor for advising and orientation details. Some programs have a required orientation before you register. [Campus directory](#)
 - **Register** for courses through [SU Online](#) or [mySeattleU Student Planner](#) any time after your assigned registration time.
 - After you confirm your acceptance, look for your registration appointment time in Student Planner. If registration for your first quarter has begun, up to two business days may be required for you to receive your registration time.
 - Some circumstances warrant a registration hold that is also accessible through Student Planner.
 - **View** your bill on mySeattleU Self-Service.
 - Invoices become available approximately one week after registration.
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Step 3

Whether starting remotely or in-person, you are encouraged to learn more about Seattle University and the [services](#) available to you.

- **Access** the online orientation from our online learning management system, Canvas, [Canvas](#).

International Students Only:

- **Provide** a copy of your admission letter for your visa interview if seeking a student visa.
- **Determine** whether you need to purchase [student health insurance](#).
- **Check-in** with International Student Center.
 - Students attending on an F-1 visa must check-in at the International Student Center (ISC) upon arrival. The ISC is located in the James C. Pigott Pavilion for Leadership, PAVL P160.
 - All new international students are required to attend the ISC Welcome Workshop.

- Attend** the New Graduate Student Welcome and program orientations. Additional information about these events will be sent directly to you.
 - Our Summer 2020 Welcome event will be a virtual event so watch for more information. Once campus re-opens, we will hold campus-based Welcome events again where you can tour our beautiful urban campus, meet other incoming students, obtain your campus card, and address last-minute logistical issues.
 - Obtain** your Seattle University student Campus Card if you did not attend a campus-based Graduate Student Welcome or when campus re-opens. [Read more about Campus Card.](#)
 - Sign up** for Timely Warning Notification. This is a notification system that allows for mass dissemination of critical information via text and e-mail to all Seattle University students, faculty and staff.
 - Learn** about academic, student services and technology resources that support your success:
 - [Lemieux Library](#)
 - [Writing Center](#)
 - [Disability Services](#)
 - [Career Services](#)
 - [Counseling & Psychological Services](#)
 - [Graduate Student Council](#)
 - [Commuter Student Life](#)
 - [Off-Campus Housing Resources](#)
 - [University Recreation](#)
 - [Student Health Center](#)
 - [Redhawk Service Center](#)
 - [Seattle U Student Email](#)
 - [Campus Card](#)
 - [SU Online](#)
 - [Information Technology Services](#)
 - [Technology Help Desk](#)
 - [Transportation & Parking Services](#)
 - [Public Safety and Night Hawk](#)
 - [Veteran Resources](#)
 - [McGoldrick Collegium](#)
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Step 4

You are almost done! These final actions will prepare you to successfully begin your first quarter of graduate study at Seattle University:

- Finalize** tuition payment arrangements by visiting [Redhawk Service Center](#).
- Purchase or rent** course materials at Seattle U's Campus Store [online](#) or at the University Services Building (first floor).
- Reference** your admission letter for any provisional documents and **arrange** to have any them sent to Seattle University Graduate Admissions
 - Registration for future quarters is contingent upon meeting the conditions of your admission.
 - Current Seattle University students should contact Graduate Admissions when final degree posted transcripts are ready.

Congratulations and welcome to Seattle University!

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