

## CONGRATULATIONS

### Congratulations on your decision to attend University of Washington Tacoma!

Remember receiving an acceptance is just the start of your college journey – there is a lot you have to do before you show up to school on the first day of classes. Read the full list below to make sure you are ready to start and be sure to check your personal and UW email (and regular mail) often so you do not miss any important information or requests from the school.

Unlike in high school, during college your professors and staff will not typically check-in with you about deadlines and missing work or information. You will be expected to reach out for assistance and information. Do not be afraid to ask questions, check-in with advisors and professors, or seek out additional support if you need it: staff and services are there for you!

### CREATE A UW TACOMA PROFILE

- ❑ If you haven't already done so, create your UW NetID. Your NetID is required for orientation and registration. <https://tacoma.uw.edu/admissions/setting-your-uw-account>
- ❑ Set up your UW Email. After creating your UW NetID, you'll be prompted to create a UW email inbox. Official messages from the University are sent only to your UW email address. <https://tacoma.uw.edu/admissions/setting-your-uw-email>

### FINISH THE FINANCIAL AID PROCESS

#### Financial Aid Application:

- ❑ If you haven't already, submit your FAFSA or WASFA as soon as possible as there may still be aid available to you. <https://fafsa.ed.gov> or <http://www.readysetgrad.org/wasfa>, and <https://www.tacoma.uw.edu/finaid/applying>.
  - ▶ VERIFICATION: The UWT Financial Aid Office may contact you requesting more information related to your FAFSA/WASFA. Respond as soon as possible to UWT requests in MyUW account. Your FAFSA/WASFA is not considered complete until you provide requested information.
  - ▶ HB 1079: Eligible undocumented students can receive in-state tuition. <http://realhopewa.org/>

#### Financial Aid Award Letter:

- ❑ Accept or decline part or all of your financial aid award before the listed reply date (will vary depending on your award letter date) and return it to UWT in order to receive accepted aid (learn more at <https://www.tacoma.uw.edu/finaid/award-process>). To view and accept your award, check your MyUW account (NetID) <https://weblogin.washington.edu/>
  - ▶ Award letters are sent out starting in the spring. If it has been a while since you applied and you have not heard anything, contact the financial aid office.

#### Request To Revise Award (if needed)

- ❑ Request more financial aid if your family circumstances have changed, there has been a significant loss of resources since you submitted your FAFSA, you will incur additional education related expenses exceeding the standard budget, and more. Revision forms can be found at <https://osfa.washington.edu/wp/forms-and-resources/forms/> in the Revisions tab.
  - ▶ All UW campuses use the same financial aid forms. Students on the Tacoma campus should return their forms to the UW Tacoma Office of Student Financial Aid either by mail, fax or in-person to Mattress Factory 213.

#### Scholarships:

- ❑ If you received outside scholarships (not awarded through financial aid and/or UWT), you need to report them to the Financial Aid Office as soon as possible by email or phone.

Contact the Office of Student Financial Aid if you have any questions or concerns at [uwtfa@uw.edu](mailto:uwtfa@uw.edu) or (253)692-4374

#### EVERY YEAR:

Resubmit FAFSA or WASFA before the returning student deadline and return your award letter.

## ► GOOD TO KNOW

### Emergency Funds:

Emergency funds are available on a limited basis for students who experience unexpected financial hardships that may disrupt their education or prevent them from earning their UW degree. Learn more about what is covered and how to apply if you ever need these funds at: <https://www.washington.edu/emergencyaid/>

## CONFIRM YOUR ENROLLMENT

❑ If you have not already, confirm your decision to attend UW and pay the \$100 New Student Enrollment and Orientation Fee (NSEOF).

► The NSEOF fee holds your spot and will pay for many first-year and transition programs. To learn more and pay the NSEOF, visit: <https://www.tacoma.uw.edu/node/22345>

► If you cannot pay the NSEOF fee at the time you need to confirm your decision to attend, you can ask to defer payment of the NSEOF fee, which means you will pay it at the time your tuition is due. Print out a deferral form here: <https://www.tacoma.uw.edu/sites/default/files/sections/Cashier/ecf-deferral-form.pdf>

## SEND YOUR FINAL HS TRANSCRIPT

❑ Request a final official high school transcript (sealed and sent directly from your high school registrar) be sent from your high school to UWT Admissions by July 1. Your transcript must include your final quarter grades and confirmation of your graduation. Sending your transcript is required. If not received by July 1, a hold may be placed on your registration. <https://www.tacoma.uw.edu/admissions/submitting-transcripts>

## SUBMIT HEALTH REQUIREMENTS

❑ Complete the required measles (rubeola) immunization form and return it to the UWT Registrar as soon as possible and before the third week of fall quarter. You are required to show that you have been vaccinated against or are otherwise immune to measles in order to attend UWT. <https://www.tacoma.uw.edu/node/37831>

## COMPLETE PLACEMENT TESTING

❑ To study math or Spanish at UW Tacoma, you are often required to take a placement test. <http://www.tacoma.uw.edu/oue/testing>

► If you have Accuplacer exam scores that are less than two years old, credit for some college-level math, or certain AP, IB, or SBAC scores, you can submit those instead of taking the math placement test. If applicable, send your Accuplacer score report to [ouetests@uw.edu](mailto:ouetests@uw.edu). Learn more about score and credit options and how to submit documentation at <http://www.tacoma.uw.edu/mpt>.

► If you plan to take Spanish, you will need to complete a Spanish placement test (including heritage and bilingual speakers). You do not need to test to enroll in Spanish 101 if you have a Spanish AP score of 3 or higher (you will need to provide scores to UWT). <https://www.tacoma.uw.edu/spt>

### If You Need to Take A Placement Exam:

❑ Register for the Spanish or math placement testing before Fall quarter starts. Math placement testing times and dates vary and you must have an appointment (you can choose to test during Jump Start to Success summer pre-orientation if you register in advance). Learn more about making an appointment for math placement at <http://www.tacoma.uw.edu/mpt>.

► The Spanish placement is taken online at any time: <https://www.tacoma.uw.edu/spt>.

► Testing fees range from \$10 to \$25 and must be paid at the time you test.

If you have any questions or concerns, contact the Office of Undergraduate Education at [oue@uw.edu](mailto:oue@uw.edu) or 253-692-4740.

## REGISTER FOR AND ATTEND ORIENTATION PROGRAMS

❑ UWT has two orientation programs for incoming Freshman: summer Jump Start to Success and fall Husky Orientation. Husky Orientation is required for incoming Freshman and Jump Start to Success is strongly recommended. Learn more and register to attend both programs at <http://www.tacoma.uw.edu/orientation>.

### ❑ Jump Start to Success:

Jump Start to Success is designed to help you meet requirements, ask questions, and prepare for UWT. It is a great time to take care of many of the requirements on this list: take a placement test, meet your academic advisor, turn in transcripts, and register for classes. Registration for Jump Start to Success typically opens in May.

## REGISTER FOR AND ATTEND ORIENTATION PROGRAMS CONT'D

### ❑ Husky Orientation Week:

Husky Orientation Week is your welcome to UW Tacoma and helps you transition to life as a new Husky. This is your chance to meet your new classmates, meet Pack Advisors and learn about campus. Registration typically opens in June or July.

- ▶ As part of Husky Orientation, you are required to complete an online course called Transition 101 before you arrive on campus for your orientation session. <http://www.tacoma.uw.edu/new-student-family-programs/online-orientation-transition-courses>

UWT also offers a family orientation program in September for family members of incoming students interested in learning more about resources and how their role in your college journey. The program typically runs in September and costs \$10 per family member. UWT will send an email to your UW email with instructions on how to register once registration opens (typically in May).

Contact the Welcome Center New Student and Family Programs at 253-692-4421 or [uwstfp@uw.edu](mailto:uwstfp@uw.edu) with any questions or concerns.

## COMPLETE PRE-REGISTRATION ADVISING AND REGISTER FOR CLASSES

- ❑ First-year students are required to meet with an academic advisor before they can register for classes. Register to meet with an advisor at any time, but many students take advantage of Jump Start to Success pre-orientation to complete the advising requirement. Register to meet with an advisor during Jump Start at the time you register for Jump Start days, or make an appointment to meet with an advisor at a different time. <http://www.tacoma.uw.edu/aac/appointment>
- ❑ After you meet with an academic advisor, register for Fall Quarter classes. The new student registration period is usually June-September. You should be mailed registration information, but will also have an opportunity to register during your Jump Start session if you pre-register for the Jump Start advising/registration workshop. <http://www.tacoma.uw.edu/ts-quicksearch>.

### EVERY QUARTER:

Register for classes during your assigned registration access time (can be found through your MyUW).

## GET HOUSING

- ❑ Decide if you will live on-campus, off-campus, or at home. Learn about on-campus housing if you do not already have housing or will not be living at home: <http://www.tacoma.uw.edu/residence-life-housing/>
- ❑ If you want to live on-campus, submit a housing application and pay the \$36 dollar application fee online by May 1 or as soon as possible after that (the sooner you apply, the more likely you are to get on-campus housing). <http://www.tacoma.uw.edu/residence-life-housing/apply-campus-housing>
  - ▶ You should receive notification of housing to your UW email/MyUW account starting in the late spring.
- ❑ If you are offered housing, submit the electronic housing agreement, which will be sent via your MyUW account and return it before the listed deadline. You may also be required to pay a housing deposit at that time. Learn more at <http://www.tacoma.uw.edu/residence-life-housing/apply-campus-housing>

If you have questions contact Housing and Residence Life at [court17@uw.edu](mailto:court17@uw.edu).

### EVERY YEAR:

Review your housing plans and reapply if you would like to live on-campus.

## FIND TRANSPORTATION

- ❑ If you need to park on-campus, purchase a parking pass. A new pass must be purchased every quarter. <http://www.tacoma.uw.edu/node/39842/#students>

Your Husky ID comes pre-loaded with a U-PASS, which gives you access unlimited bus, light rail, and train rides in King, Pierce, and Snohomish counties as well as other discounted transportation options. <https://www.tacoma.uw.edu/getting-campus/what-u-pass>

  - ▶ To activate your U-Pass, tap your Husky ID on an ORCA card reader within 60 days of U-PASS issuance. Tapping your card on the ORCA reader updates your chip and finalizes activation of your U-PASS for transit.

## FIND TRANSPORTATION CONT'D

- ▶ Students who do not finalize activation within 60 days must submit a Reactivation Request. Your U-PASS will be available for transit 24 to 48 hours after you submit your reactivation request. <https://www.tacoma.uw.edu/getting-campus/student-u-pass>
- ▶ You pay for the U-PASS (\$45) as part of the mandatory fees associated with your tuition bill.

### EVERY YEAR:

Determine if you will need transportation and/or need to purchase a parking pass.

## GET YOUR TEXTBOOKS & MATERIALS

- Look up the textbooks you need for class by visiting: <http://www.ubookstore.com/> (course materials). Purchase your books from the UW bookstore or online. You can buy your books used or rent them, which is usually cheaper than buying new.
- Most students want their own laptop at school, which means you may need to purchase one. UWT also has free computer labs on campus. Consider your options and study habits and buy a laptop if needed.
  - ▶ UWT has short-term laptop rentals at the computer labs. <http://directory.tacoma.uw.edu/department/computer-lab-student>
  - ▶ Students who bring their own paper can print at specific free printing stations on campus. All other printing requires students to add money to their Husky card account. Learn more at: <http://www.tacoma.uw.edu/node/37641>

### EVERY QUARTER:

Check what books you need to purchase before your quarter begins.

## PAY TUITION

- Pay your Fall Quarter tuition and fees before the payment deadline, usually the 3rd Friday of every quarter, or enroll in a payment plan. Your financial aid will be applied to your account before your statement is issued, **which means if you have a "remaining balance," you still owe money.**
  - ▶ View your tuition balance in your MyUW account before the start of each quarter to find out how much tuition you need to pay.

- ▶ Pay your tuition online with a check or debit/credit card, by mail with a check, or in person with cash, check, cashier's/bank check, or money order. Learn more at: <https://www.tacoma.uw.edu/node/21667>.
- ▶ Enroll in a payment plan to spread your payments out over the course of the quarter. You must enroll before the first Friday of the quarter. <https://www.tacoma.uw.edu/cashier/tuition-payment-plan>
- ▶ If you have need, you can also request an interest free short-term loan from UWT, which usually must be paid back by the following quarter. Make sure you understand the loan terms before you accept a loan!. Learn more about eligibility and repayment terms at: <https://www.washington.edu/financialaid/types-of-aid/loans/short-term-loans/>
- Enroll in direct deposit through your MyUW account if you expect to have financial aid left over after tuition and fees are paid (remaining funds are sent to your checking/savings account). If you don't sign up, any remaining funds will be mailed to the address on file with the campus (so make sure that address is up-to-date!) <https://f2.washington.edu/fm/sfs/>

### EVERY QUARTER:

Keep track of when payments are due to pay your tuition on time and avoid late fees.

## FIND SUPPORTS & COMMUNITY

- **Find community, access student supports, and get involved!** Don't be afraid to reach out if you are interested in something or need assistance – groups and resources are there for you! Check out some options below
  - ▶ Learn more about free advising and counseling services: <http://www.tacoma.uw.edu>
  - ▶ Learn more about the Office of Equity and Inclusion that offers support for low-income, first-generation, or students of color: <http://www.tacoma.uw.edu/equity/home>
  - ▶ Access free academic supports, such as tutoring: <https://www.tacoma.uw.edu/academic-advising-center/academic-support-and-resources>
  - ▶ Explore different student organizations you can join: <http://www.tacoma.uw.edu/involvement/rso>

## **FIND SUPPORTS & COMMUNITY** CONT'D

- ▶ Learn about free advising and counseling services: <http://www.tacoma.uw.edu/node/44255>
- ▶ Connect with Disability Resources for Students to request accommodation for a disability and to learn about other related campus support. <https://www.tacoma.uw.edu/disability-resources-students/services-drs-provides>

## **STAY UPDATED**

- ▣ Check your UWT student email through your MyUW account at least once a week. Once you're on campus you will probably check it every day. <https://weblogin.washington.edu/>
- ▣ Make sure to keep your email and mailing address updated with the college through your student account so you don't miss important notices and information.

## ▶ **ACCESS THIS LIST ONLINE**

Lists are available at:  
<http://psccn.org/college-transition-checklists/>

All information has been compiled through college/university resources, but lists are not made by the college/university. Information is accurate as of March 2019. Be aware: information might change - check with your college if you have questions. See also, UWT's New Student and Family Programs List at <http://www.tacoma.uw.edu/freshmanchecklist>.