



# ENROLLMENT CHECKLIST

## School Email

Activate and Manage Email Account: <https://www.sfsu.edu/login.htm>

San Francisco State Username: \_\_\_\_\_

San Francisco State Password: \_\_\_\_\_

## Admissions

Login: <https://future.sfsu.edu/admissions/freshmen>

## Student Portal

Accept the offer of admission and submit your Intent to Enroll online. Visit the SFSU WebPortal and select the "Intent to Enroll" link to submit the online Intent to Enroll \$100 nonrefundable deposit. This deposit will apply toward your fall basic tuition and fees.

Login: <https://www.sfsu.edu/login.htm>

## Financial Aid Account

Financial Aid Login: <https://financialaid.sfsu.edu/>

## Pay Acceptance Fee (\$100)

The Intent to Enroll requires a \$100 nonrefundable and nontransferable deposit paid through your SFSU WebPortal.

## Apply for Housing

Log in to SFSU WebPortal and click on "Housing Application" on the left-side menu. Select the appropriate term. Then click "apply." You will be redirected to the Housing Portal. If this is your first time logging in, you will use your email address registered in the WebPortal and click "New User" under the password entry box. You will be prompted to set up your password and then be asked to login. Click on the "License Agreement" tab to select the application and click "apply" to start your application. Freshmen living in the residence halls are required to have a meal plan. A non-refundable fee of \$375 is due with the license agreement.

If you have any concerns about the accuracy of your status as displayed, contact the University Housing at [housing@sfsu.edu](mailto:housing@sfsu.edu).

University Housing Website: <https://housing.sfsu.edu/apply?>

## Summer Advising Opportunities

Summer Programs: <https://advising.sfsu.edu/>

## Apply for Orientation

All students are expected to complete this summer's New Student Orientation program to help them learn the essentials for being a successful student.

When you participate in New Student Orientation, you will:

1. Be assigned a personal Orientation Leader.
2. Learn about all of the valuable student services and academic resources available to promote your personal and academic success.
3. Learn the importance of being involved in student life, and many of the options available to commuter and residential students alike.
4. Register for fall 2020 classes on your orientation date\*.

You must complete the pre-orientation modules and have basic tuition and fees paid to register for classes on your registered orientation date. Basic tuition and fees are due two weeks before your New Student Orientation date, which is the day that you will register for classes.

Orientation Website: <https://newstudentprograms.sfsu.edu/node/4>

## Placement Tests

Placement Testing Website: <https://testing.sfsu.edu/home>

## Verification

Verification is a process in which SFSU confirms the accuracy of information provided on the FAFSA. Verification is a federally mandated program to ensure accuracy in the administration of federal financial aid.

If you are selected for verification, SFSU will notify you via your university email address. Submit the requested items promptly (within 45 days) or risk losing consideration for some financial aid programs. If you are required to provide your taxes, you can update your FAFSA using the IRS Data Retrieval Tool <https://studentaid.gov/resources/irs-drt-text>. If you are unable to use the Data Retrieval Tool, you must provide an official IRS tax return transcript. There are three options to get an official tax transcript: Visit [www.IRS.gov](http://www.IRS.gov) to request a transcript online or by mail; make sure to request an "IRS Tax Return Transcript." The "IRS Tax Account Transcript" cannot be used for verification purposes. Call 1-800-908-9946, Submit IRS Form 4506T-EZ, or IRS Form 4506-T. For more information, go to <https://financialaid.sfsu.edu/Forms2nd>

Requested items needed for verification will be listed in the To Do List task of SF State Gateway ([gateway.sfsu.edu](http://gateway.sfsu.edu)). All your federal and need-based aid will be on hold until verification is complete. Once verification is complete, your To Do List will be updated. SFSU may adjust your financial aid package based on the results that were determined through the verification process.

## Student Health Insurance

Student Health Insurance: <https://health.sfsu.edu/content/health-insurance>

## Apply for a Federal Work Study Job

Work Study Job Board: <https://financialaid.sfsu.edu/newemployment>

## Transportation

San Francisco State Parking: <https://parking.sfsu.edu/>