

FIRST WEEKS CHECKLIST

☐ **Attend orientation in the Millennium Student Center – Monday, August 12 – Wednesday, August 14**

Meet other students, register for classes, learn about UMSL and your visa status, tour St. Louis, go shopping, and more. Orientation is required for all new F-1 and J-1 students. We take attendance at every session.

☐ **Get your MetroLink pass and/or parking pass – during orientation**

UMSL students receive a free pass to ride on MetroLink trains and buses. You will receive the pass on the first day of orientation. If you have a car, you can get a free parking pass in the Cashier's office after you register for classes. For more info, call 314-516-5151 or umslcash@umsl.edu

☐ **Get your Triton One ID card – during orientation**

You will receive your card during orientation. You use your ID card to access campus dining, use the libraries, access Mark Twain fitness and athletics events, charge Bookstore purchases to your student account, enter the residence halls, and check-in for appointments with advisors.

☐ **Look up SSO ID & password – by Tuesday, August 13**

Go to sso.umsl.edu. Click "Look Up Your ID" and "Forgot Your Password?" You use your SSO ID to access your student bill, email, grades, online courses, and more. Learn more at the orientation Technology Working Session.

☐ **Set up your student email account – by Tuesday, August 13**

Visit umsl.edu/technology/tsc/email.html to active your account.

☐ **Register for classes with your academic advisor – on Thursday, August 15**

You will register for classes on Thursday, August 15 in the Millennium Student Center. To see available courses, go to myview.umsl.edu and click on [Schedule of Classes](#).

☐ **Buy your textbooks – after you register for classes on Thursday, August 15**

Go to the UMSL Bookstore in the Millennium Student Center. To compare prices for books sold at the bookstore vs. by online vendors, use compare.umslbookstore.com/

☐ **Take the math placement exam – August 10, 13, or 19 (only if you want to take math this semester or if your advisor recommends it)**

Testing times include Saturday August 10 at 8 am, Tuesday August 13 at 4:20pm or 5:50pm, and Monday August 19 at 4:20pm or 5:50pm. All sessions are in room 126 SSB. Please bring photo ID and pencils. Find practice tests and more info on umsl.edu/~campustesting/testdates.html.

☐ **Set up emergency notification system - recommended first week at UMSL, but possible anytime**

Enter your contact info to receive a call or text when there is a tornado or other emergency. For instructions, visit safety.umsl.edu/police/notification/

☐ **Attend your first day of class – Monday, August 19**

To see the semester calendar, go to bulletin.umsl.edu/ and click on “Academic Calendar”

☐ **Pay your tuition at the Cashiers Office – first monthly payment due September 1**

To avoid extra charges, pay the full amount. For more info, go to the Cashiers Office or umsl.edu/cashiers or email umslcash@umsl.edu

☐ **Pay your health insurance bill – by Friday, August 30**

Pay exactly \$618 in the Cashiers Office.

☐ **Enroll your dependents in health insurance – by Friday, August 30 (only for spouse/child in the US)**

Enroll at umsl.edu/services/intelstu/admittedstudents/insurance.html. For questions, email Jennifer Amatya at amatyaj@umsl.edu.

☐ **Submit missing documents to ISS if you were provisionally admitted – as soon as possible**

At orientation, check your nametag to see if you are missing any documents. Bring these documents to ISS. You cannot register for the second semester if you do not turn in these documents.

☐ **Complete your health record – as soon as possible**

If you did not submit the Immunization & TB Screening documents in your admissions packet, contact the University Health, Wellness, and Counseling Services at health_services@umsl.edu. You must complete your immunization record to register for second semester classes.

☐ **Begin transfer credit process – as soon as possible (process can take two months)**

If you would like to transfer credit from another school into UMSL, submit course descriptions and final, official transcripts to ISS. For info, visit umsl.edu/services/intelstu/currentstudents/transfer_credit.html

☐ **Create Aetna student health account – anytime (recommended)**

Track your bills, look up doctors and check prices at aetnastudenthealth.com

☐ **Get a social security number – after you get an on-campus job**

If you have an on-campus job, come to ISS to request a Social Security letter. For instructions, visit umsl.edu/services/intelstu/currentstudents/Forms.html

☐ **Purchase a meal plan – anytime, if you choose to**

If you would like to use your ID card to purchase food in campus dining, sign up for a meal plan. See umsl.edu/services/reslife/current/meal-plans.html. To enroll, email umslreslife@umsl.edu

☐ **Give access to your family or others to see your student records or pay your student bill – anytime, if you choose to**

If your parents or another person will pay your tuition, you can allow them to access your account through MyView. For instructions, visit umsl.edu/cashiers. In the “How do I” box, choose “Set up an authorized payer” or “Grant Additional Authorized Access.”