New Graduate Student Checklist

Welcome to the Business School! The Graduate Advising Team is here to support you as you complete your degree. For more information, visit our website or reach out to our team at grad.advising@ucdenver.edu.

After Admission

1. **Set Up Your Student Account and Email**
   - Set up and claim your student account: https://myaccount.ucdenver.edu/claim-account
     - Having issues setting up? Contact the CU Denver Office of Information Technology
     - At CU Denver, email is the official means of communication. Check your CU email regularly!
2. **Review Academic and Billing Calendars**
   - Academic Calendar: For important dates and deadlines each semester
     - *Be sure to click on the correct tab; i.e. First Eight or Second Eight weeks (for most courses)*
   - Billing Calendar: For important dates regarding tuition payment and financial aid release
3. **Review Information on Tuition, Financial Aid, and Scholarships**
   - Tuition and Billing: Contact the Bursar's Office
     - For information about tuition and fees, follow this link
   - Financial Aid: Contact the Financial Aid Office
   - Scholarships: Search for opportunities via Scholarship Universe
     - Questions? Contact Rory Barford regarding applying for scholarships
   - Military Education Benefits:
     - If you are receiving Veteran or Military education benefits, connect with the Veteran and Military Student Services (VMSS) Office

After Enrollment in Courses, but Before the Semester Begins

1. **Obtain Your CU Denver Student ID**
   - Obtain your student ID by visiting the ID Station on campus or online
     - All CU Denver students are required to have their student ID visible while on campus
     - *Note: online students do not need a student ID unless they plan to visit campus*
2. **Complete Immunization Requirement**
   - See the Auraria Health Center website for information on the immunization policy and what paperwork both on-campus and online students will be required to submit
     - The Immunization Requirement must be completed prior to enrolling for the second semester, or a hold will be placed on your student record
3. **Familiarize Yourself with Canvas**
   - Canvas is a web-based learning management system, where instructors will post course content, assignments, learning materials, and grades
     - Watch our Canvas Tutorial videos and review the Canvas Student Guide prior to your first class and download the Canvas mobile app in the Apple Store or Google Play Store
4. **Locate Textbooks and Other Course Materials**
   - Check out the CU Denver Bookstore and other resources to search for, and if needed, purchase your course textbooks and other materials
     - Textbook and course material information can be found in the course syllabus via Canvas

Change of Plans? If you decide not to attend CU Denver in a given semester, be sure to drop all your courses by the deadline published in the Academic Calendar.

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