NEW STUDENT CHECKLIST

WASHBURN
U N I V E R S I T Y

Look through this list to get ready for your Ichabod journey.

You're Accepted!

_____ Visit **password.washburn.edu** to set up your Washburn account. Need help or forgot your password? Contact IT Services at **support@washburn.edu** or **785-670-3000**.

_____ Make a financial plan with parents and family to pay for college, including monthly expenses. **washburn.edu/scholarships** or **washburn.edu/financialaid**

_____ First-Year Live-On Requirement: Submit one of two options: (1) Housing Application or (2) Exemption Request. Log into **my.washburn.edu** to complete. **washburn.edu/resliving**

Before Classes Start

_____ Send in your official high school transcript (if a first-year) or completed college work (if transferring) to Washburn. Students who completed college work in high school must submit an official college transcript.

Washburn University, Office of Admissions
1700 SW College Avenue, Topeka, KS 66621
etranscripts@washburn.edu

_____ Add academic and financial dates to your calendar at **washburn.edu/academics/academic-calendar-files.**

_____ **Follow Washburn University social media accounts** for upcoming campus events and announcements, including Weeks of Welcome 2023 (Aug. 17-Oct. 28, 2023), Family Day (Sept. 23, 2023) and Homecoming (Oct. 23-28, 2023). **@washburnuniversity | @washburnuniv**

_____ Download Navigate app: View class schedule, make appointments with advisors, find study buddies. Available in App Store, Google Play or desktop version at **washburn.edu/navigate**.

Optional

_____ **FERPA release form** gives Washburn permission to share your academic and financial information with a parent, guardian, etc. **washburn.edu/statements-disclosures/ferpa**

_____ Set up direct deposit with your bank account for quick financial aid refunds. **washburn.edu/business-office**

_____ Upload a student ID photo with GET app, available in App Store & Google Play. Your photo is a quick way for instructors to learn your name. **washburn.edu/icard**

_____ Look for student jobs starting in early July at **mywucareer.washburn.edu**. Students working on-campus have flexible work schedules around classes.

_____ If you plan to pay for college with **military education benefits**, submit paperwork with your certification of eligibility before semester starts at **washburn.edu/student-life/military.**

_____ If you had an IEP or 504 plan, you could benefit from **accessibility services**. Students perform best when plans are in place **before classes start**. Fill out a Service Request Form at **washburn.edu/studentaccessibility.**

For questions or information, contact the Office of Student Orientation & Transition Programs,
785.670.1834, orientation@washburn.edu or **washburn.edu/orientation.**