

**NEW STUDENT CHECK LIST
 (Graduate and Non-Degree Students)
 Fall Semester 2008**

Please complete the items on this checklist to facilitate your transition to WSU Vancouver.

REMINDER: FALL SEMESTER CLASSES BEGIN MONDAY, AUGUST 25TH, 2008

<u>OFFICE</u>	<u>LOCATION</u>	<u>HOURS</u>	<u>PHONE</u>
Bookstore	Bookie	9:00 am – 6:00 pm M-Th 9:00am – 5:00pm F	360-573-0447
Cougar Center**	VSSC upper level	7:30am – 6:00 pm M-Th 7:30 am – 5:00pm F	360-546-9559

**The cashier is a component of the Cougar Center which is located in the upper level of VSSC. You can reach the cashier directly by phone at 360.546.9593.

- Attend ROAR – Wednesday, August 20th, 2008**
 Come to Orientation to learn about student resources, campus involvement opportunities, student life, meet your fellow classmates, eat pizza, learn about campus technology and the library, win prizes and have fun!

Please check the website for an agenda and to reserve your spot at: www.vancouver.wsu.edu/orient

- Purchase Books**
 Purchase textbooks at the Student Book Corporation (“The Bookie”) located on lower level of Student Services Center. Hours of operation and the phone number for The Bookie are located at the top of the page.
- Check your class schedule on myWSU a few days before classes begin** to determine if the location of your classes and their times are the same as when you originally registered.

BUILDING ABBREVIATION GUIDE

GUC TBS – a room has not yet been assigned. Check again at a later date.

VCCW	Clark Center at WSU Vancouver	VLIB	Library Building
VCLS	Classroom Building	VMMC	Multimedia Classroom Building
VEHD	Education/Human Dev. Building	VADM	Administration Building
VELS	Engineering/Life Sciences Building	VSSC	Student Services Center

- I.D. Card - Registration is required before a WSU student I.D. card will be issued.**
 I.D. cards are necessary for various campus transactions including using the computer lab, the library and to use the printers on campus. There is no charge for the I.D. card. After you receive your I.D. card, you may add money to it to use the printing and/or copying services on campus, as well as in the cafeteria, Bookie and other campus locations.
- Check out the WSU Vancouver Student Handbook**
 The WSU Vancouver Student Handbook is available on the Web at www.vancouver.wsu.edu/ss/handbook/handbook.html. The handbook contains important information about academic regulations, student rights and responsibilities, public safety, use of university facilities, etc.

Check your financial aid status (if applicable)

If you have applied for financial aid you can check your status through myWSU. After logging in with your Network ID and password, click on "Finances" to view your award summary, to do list, and student account activity. *For access via the Internet to your financial aid status, as well as grade information, student billing statements, address changes, degree information and more, please use myWSU at: www.my.wsu.edu.*

Scholarships- Apply for 2009/2010 Academic Scholarships

Don't forget to apply for scholarships! Complete the WSU Vancouver application by May 1. You can access the application at www.vancouver.wsu.edu/scholarships during the Fall semester.

Tuition/Fee Payment (Fall tuition is due Monday, August 25th)

WSU DOES NOT MAIL BILLING STATEMENTS TO STUDENTS! To view your student account balance, go to myWSU and click on "Finances" then "Accounts".

Payment options—Tuition can be paid:

***On the Web**— through myWSU after clicking on "Finances" and then "Accounts".

***In person**— pay the cashier located on the upper level of the Student Services Center or the payment drop box located outside the building.

***By mail**— send your check or money order (do not send cash in the mail) to:

WSU Vancouver Cashier
14204 NE Salmon Creek Avenue
Vancouver, WA 98686

Late fees will be assessed to accounts with unpaid tuition and mandatory fee balances on Monday, September 8th, Tuesday, September 23rd, and Wednesday, October 8th, in the amounts of 3%, 5% and 7% respectively.

Purchase Parking Permit

Students may purchase annual, semester, monthly or daily parking permits. Daily permits are also available at the Bookstore and in the Cafeteria. All permits are also available for purchase at the Public Safety Office from 8:00 am-5:00 pm, Monday through Friday. For more information, visit: www.vancouver.wsu.edu/parking.

Set-up a WSU Vancouver E-mail Account

Even though you may already have an e-mail account, we strongly advise that you establish an account with the University. Doing so will reduce the potential of viruses and will significantly improve your submission time for lengthy homework assignments. Attachments are often slow in getting to their destination on overworked servers. We have experienced too many incidents where a student sent an e-mail with an attachment to meet a class deadline, only to discover the document came to the professor 3 days later. The result is a late assignment. Use your WSU Vancouver e-mail account for university related business! Go to the electronic request form and submit on-line at <https://mail.vancouver.wsu.edu/accounts/>. **Note: Be sure to type in the prefix https.**