

## Western Carolina University

### Checklist for Newly Admitted Graduate Students

<input type="checkbox"/>	<p><b>LOG IN TO myWCU</b> myWCU is a secure portal for WCU applicants, students, faculty and staff designed to make accomplishing tasks and finding information easier. myWCU allows you to register for classes, review class schedules, check grades, view financial aid information, and pay account balances. myWCU is located at <a href="http://www.wcu.edu/mywcu/index.aspx">http://www.wcu.edu/mywcu/index.aspx</a> or from the Western Carolina University home page (<a href="http://www.wcu.edu/">http://www.wcu.edu/</a>), under Quick Links.</p> <p>You should have already received an email to claim your myWCU account. If you need assistance accessing myWCU, please contact IT Services at 828-227-7487 or <a href="mailto:ithelp@wcu.edu">ithelp@wcu.edu</a></p>
<input type="checkbox"/>	<p><b>CHECK YOUR myWCU PORTAL FOR CURRENT HOLDS ON YOUR RECORD</b> Some common registration holds include: <b>Missing social security number:</b> If you didn't provide your social security number at the time of application, you will need to provide it if you are an admitted student. Contact the Registrar's Office at 828.227.7216 to clear this hold. <b>Immunization hold:</b> Contact the Student Health Center or (828.227.7640) for immunization requirements.</p> <p>Please address your holds by contacting the appropriate phone number.</p> <p>Registration is restricted until hold requirements are met.</p>
<input type="checkbox"/>	<p><b>ACTIVATE YOUR CATAMOUNT EMAIL ACCOUNT</b> After you accept your offer of admission, you should receive an email with instructions on how to activate your Catamount Mail account. If for some reason, you do not receive this information within 72 hours after your admission, please contact the IT Help Desk at 828.227.7487. After your email account has been activated, you can access it from any WCU web page under Quick Links or through your myWCU account. Catamount Mail is the OFFICIAL communication method for university/student communications including important notifications and alerts, as well as course information from instructors. It is your responsibility to check your Catamount Mail account regularly. Please include your student ID# (92#) with all official student communications.</p>
<input type="checkbox"/>	<p><b>APPLY FOR FINANCIAL AID</b> Information about how to apply for <a href="#">financial aid or scholarships</a> is available online. Please monitor the <a href="#">Graduate School</a> web page for other sources of financial assistance that may become available. Individual programs may also have financial assistance available - check with your advisor or graduate program director.</p>
<input type="checkbox"/>	<p><b>CONTACT YOUR ADVISOR</b> Your advisor is your primary contact for advising and registration information. Your advisor's name can be found in your Admission Information letter. To locate your advisor's e-mail or phone number, search the <a href="#">faculty/staff directory</a>.</p>
<input type="checkbox"/>	<p><b>REGISTER FOR CLASSES</b> You will register for classes through your myWCU account. Please refer to this <a href="#">Registration Tutorial</a> for detailed instructions on how to register for classes. More information on registration is available on the <a href="#">Registrar's Office</a> web page.</p>

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<input type="checkbox"/>	<p><b>OBTAIN A CATCARD</b></p> <p>Obtain a WCU identification card (CatCard) by mailing or emailing <a href="mailto:CatCard@email.wcu.edu">CatCard@email.wcu.edu</a> a recent photo of yourself (no hats or sunglasses) with your name, WCU student ID number, and date of birth. Digital photos should be submitted in JPEG or Bitmap format</p> <p>Distance/online students are not required to obtain a CatCard, but will not be able to use the library without one.</p> <p>CatCard Office, 109 Killian Annex, Western Carolina University, Cullowhee, NC 28723; phone: 828.227.7003; Fax 828.227.7600</p>
<input type="checkbox"/>	<p><b>OBTAIN A PARKING PERMIT</b></p> <p>See the <a href="#">Parking Services</a> website for information about obtaining a parking permit for the Cullowhee campus. Students taking courses at Biltmore Park should contact WCU Programs At Biltmore Park (828.654.6498).</p>
<input type="checkbox"/>	<p><b>PURCHASE TEXTBOOKS</b></p> <p>The Cullowhee bookstore is located on Norton Road behind the University Center on main campus. Students may also purchase textbooks online at <a href="http://books.wcu.edu/">http://books.wcu.edu/</a> . Contact the bookstore regarding hours and availability at 866.272.4102. For specific information regarding textbook availability at Biltmore Park, please call WCU Programs at Biltmore Park 828.654.6498.</p>
<input type="checkbox"/>	<p><b>REVIEW THE CURRENT GRADUATE CATALOG</b></p> <p>The Graduate Catalog can be found on the <a href="#">Graduate School</a> home page. Please</p>