New International Student Checklist

After you are accepted to NC State:

Every Student Must ...

- Confirm Your Enrollment
- Access Your Unity account

If You Need or Choose to ...

- Get Connected to NC State
- Complete your University Housing Application
- Apply for Scholarships and Financial Aid

After you have paid your enrollment deposit:

Every Student Must ...

- Review the Office of International Services (OIS) Pre-Arrival Guide for Immigration Information and Arrival Support
- Provide Undergraduate Admissions with an Official Final Transcript
- Provide Health Insurance Information
- Complete the Medical History and Immunization Forms
- Access Your Tuition and Fees Information
- Take Placement/Skills Assessments
- Register to Attend New Student Orientation
- Review Your College’s Common Reading Assignment
- Complete AlcoholEDU

If You Need or Choose to ...

- Request all AP/IB Scores Be Sent to NC State
- Update Your Home Address and Phone Number
- Contact Disability Services
- Sign Up for Your Meal Plan (Required for all first-year students living on campus)
- Grant Parent/Guardian Access to Your Records
- Request a College or Curriculum Change
- Consider Participating in One of NC State’s Additional Summer Programs
- Review Options for Bringing a Computer to NC State
- Review Campus Parking Permit Information
- Keep Your Computer and Information Safe
- Get WolfTV for Your On-Campus Room
- Purchase Your Textbooks
Welcome to NC State! As a new student, you probably have lots of questions about where to go to find the resources and information you need about living and learning at NC State. The New Student Checklist can help as you start on the path to becoming the newest members of the Wolfpack Family.

After you are accepted to NC State:

Every Student Must ...

- **Confirm Your Enrollment**

  We can’t wait for you to come to campus and start enjoying the Wolfpack life! By submitting the $200 Advanced Enrollment Deposit, you are verifying your intent to attend NC State. Instructions for submitting the deposit can be found on your wolfPAW account. The deadline to confirm your acceptance is:
  
  - **Spring Semester** December 1 (or within then days of receipt of your acceptance letter if after deadline)
  - **Fall Semester** May 1 (or within ten days of receipt of your acceptance letter if after the deadline)

  If you choose not to attend, please let us know via your wolfPAW Application Status screen.

  - [http://wolfpaw.ncsu.edu](http://wolfpaw.ncsu.edu)
  - [undergrad-admissions@ncsu.edu](mailto:undergrad-admissions@ncsu.edu)
  - 919.515.2434 Undergraduate Admissions

- **Access Your Unity Account**

  Your Unity ID is an electronic identification key that allows you to access all of your records and services while associated with NC State. To obtain your Unity ID, log in to [http://wolfpaw.ncsu.edu/](http://wolfpaw.ncsu.edu/) with your wolfPAW username and password. You will see your Unity ID Credentials (ID and Password) listed on the main page.

  Your initial Unity ID password is the last four digits of your ID number (found on the wolfPAW page) followed by the month and day of your birth (mmdd).

  You need your Unity ID and password to access your email and campus services (e.g., eBilling, financial aid, Registration and Records) available via MyPack Portal at [http://mypack.ncsu.edu](http://mypack.ncsu.edu). The first time you visit the Portal (or use any other campus resource), you will be required to change your password from the default and set up security questions.

  - [http://oit.ncsu.edu/unityID](http://oit.ncsu.edu/unityID)
  - [help@ncsu.edu](mailto:help@ncsu.edu)
  - 919.515.HELP (4357) NC State Help Desk
If You Need/Choose to ...

- **Get Connected to NC State**
  - Now that you are part of the Pack, you need to get to know us better.
  - **Follow** NC State on Facebook, Twitter, and Instagram username: (@ncstate)
  - **Follow** New Student Programs on Twitter and Instagram username: (@ncstatensp)

- **Complete the Housing Application**
  - Once you are offered acceptance to NC State, you may apply to live on campus in one of University Housing’s twenty residence halls. You can’t get much closer to classes, the gym, libraries, sports facilities and special on-campus events.
  - Visit the University Housring website to learn more about the benefits of living on campus and available options for first-year students and transfer students
  - Apply for housing online through MyPack Portal by visiting mypack.ncsu.edu (You will need your Student Identification number, which can be found on your acceptance letter from Undergraduate Admissions.)
  - There is no final deadline, but the sooner you apply, the more likely you are to receive your preferred halls.
  - Consider living in one of NC State’s fourteen interest-based Living and Learning Villages. Learn more at housing.ncsu.edu/villages

- **Apply for Scholarships and Financial Aid**
  - The Office of Scholarships and Financial Aid (OSFA) assists students with applying for and securing financial assistance. You will be offered the best funding options available to you depending upon the timing of your application for aid, your level of financial need, and availability of funding.
  - The FAFSA (Free Application for Federal Student Aid) opens on October 1st and financial aid is awarded on a first come first served basis. The priority application deadline for financial aid is March 1. You should submit your FAFSA as soon as possible but definitely by March 1 to maximize your eligibility for grants and scholarships. You may still submit the FAFSA after that date, but access to grant funding may be limited for students who submit the FAFSA after March 1.
  - Visit http://financialaid.ncsu.edu to learn how to do the following:
  - Contact your Financial Aid Counselor
  - Track the status of your financial aid application
  - Visit https://go.ncsu.edu/packassist to apply for scholarships.

Additional contacts:
- http://housing.ncsu.edu
- housing@ncsu.edu
- 919.515.2440 (University Housing)
- https://go.ncsu.edu/financialaid
- 919.515.2421 (Scholarships and Financial Aid)
- financialaid@ncsu.edu
Every Student Must ...

Review the Office of International Services (OIS) Pre-Arrival Guide for Immigration Information and Arrival Support

The Pre-Arrival Guide is available online here: https://internationalservices.ncsu.edu/pre-arrival-information/.

- http://internationalservices.ncsu.edu/
- ois@ncsu.edu
- 919.515.2961 (Office of International Services)

Provide Admissions with an Official Final Transcript

You must submit an official final transcript from all institutions you attended prior to enrolling at NC State. Final acceptance is contingent on your maintaining a level of academic performance that is equal to or better than your previous academic record.

- Failure to submit an official final transcript will cancel your enrollment
- Mail transcripts to: NC State Office of Undergraduate Admissions, Campus Box 7103, Raleigh, NC 27695-7103

- http://admissions.ncsu.edu
- undergrad-admissions@ncsu.edu
- 919.515.2434 (Undergraduate Admissions)

Provide Health Insurance

Per state law, students must show evidence of existing creditable insurance coverage (coverage under another health plan), purchase a private insurance plan or enroll in the NC State-sponsored plan.

- Students who do not waive out and decide to purchase the NC State-sponsored plan will be billed through their student account each semester.
- Visit HealthyPack (http://healthypack.dasa.ncsu.edu/insurance-and-billing/) for eligibility information, to waive or enroll and for more detailed information regarding insurance.

- http://healthypack.dasa.ncsu.edu/insurance-and-billing
- 919.515.7233 (Student Health Services)

Complete the Medical and Immunization Forms

Before arriving at NC State University, students are required to submit their medical histories and proof of required immunizations.

3 Easy Steps for Immunization Compliance

- Step 1: Send a hard copy proof of your immunizations by any of the ways below:
Upload to: HealthyPackPortal
(http://sso.medicatconnect.com)

- Fax to 888.972.4149
- Visiting the Student Health Center and drop it off
- Mail to “Attention: Immunizations Department
  NC State University, Student Health Services
  2815 Cates Ave.
  Campus Box 7304
  Raleigh, NC 27695-7304

Or drop it off at the Student Health Center.

We will NOT be accepting records via e-mail. Uploading documents directly into HealthyPackPortal is the most secure and preferred method. Please try to avoid sending in duplicate records.*

Step 2: Enter Your Immunization Dates Online

- Log into HealthyPackPortal
- Select the “Immunization” Tab
- Select “Enter Dates”
- Use your Immunization Record to enter the dates you received your vaccines.
- Click Submit

Step 3: Complete the Health History and TB Screening Forms Online

- Log into HealthyPackPortal
- Select the “forms” tab at the top of the page to take you to a page that allows you to complete your Health History and TB Screening Forms.
- Make sure all records are officially translated into English.

Tuberculosis (TB) Testing Requirement

You are required to have a tuberculosis test if one of the following applies to you:

- You are an international student from a high risk country
- You are a non-U.S. citizen from a high risk country
- You have traveled to a high risk country for more than one week within the last 12 months.

Tuberculosis (TB) tests must be completed in the U.S. TB test administered overseas cannot be accepted. You will have the opportunity to complete the TB test through the NC State Student Health Center upon your arrival.

Parental/Guardian Consent

Please note that for students under age 18 as of the first day of the semester a parent/guardian consent is required for treatment and services at Student Health Services. Complete and submit the Consent for Treatment form prior to the first day of class and mail or deliver to the above address. Download the form at healthypack.dasa.ncsu.edu/wp-content/uploads/sites/15/2015/04/Parental-Consent-Treatment.pdf.

It is important to monitor your NC State email and HealthyPackPortal secure messages regarding compliance status. For helpful tips, penalties for non-compliance, and detailed information visit the HealthyPack website.

- http://healthypack.dasa.ncsu.edu/insurance-and-billing
- 919.515.7233 (Student Health Services)

Access Your Tuition and Fees Information

You will use MyPack Portal to view your eBILLs and detailed student account information. Bills will not be mailed.

- It is the responsibility of each student, whether or not they receive a statement, to make full payment or complete financial aid information prior to the posted deadline. Approved Financial Aid awards, scholarships, and sponsorships will be noted on the account, and only the amounts exceeding the award must be paid to prevent cancellation.

- View your bill and make an online payment via MyPack Portal. Select Main Menu > Student Self Service > Student Center > My Student Account. Bills and account information are on the “Billing and Account History” tab. Click the red “Make a Payment” button to pay your bill.

- Tuition and Fees must be paid by the date posted on your billing statement to avoid class schedule cancellation.

- Fall billing is in July
- Spring billing is in November
- Summer I billing is in April
- Summer II billing is in May

After you have paid your enrollment deposit (continued)
After you have paid your enrollment deposit (continued)

- Grant parental access to student accounts and billing payment by visiting
  - http://treasurer.ofb.ncsu.edu/cashier/students/authorized_payer_setup.php
- Sign up for direct deposit to receive refunds via
  - http://treasurer.ofb.ncsu.edu/cashier/refunds/dd.php
- Learn more about billing and payment options by visiting
  - http://treasurer.ofb.ncsu.edu/cashier/students/newstudents.php

If you decide not to attend NC State University you must notify Undergraduate Admissions (undergrad-admissions@ncsu.edu) in writing no later than the first day of classes (include your full name and date of birth in the email). Also, be sure to cancel your housing and dining plan if applicable. You will be responsible for all charges on your account until an Official Withdrawal is completed.

- http://treasurer.ofb.ncsu.edu/cashier
- studentaccounts@ncsu.edu
- 919.515.2986 (Cashier’s Office)

- New Student Checklist

- **Register to Attend New Student Orientation**
  
  You must register for Orientation through your wolfPAW account via https://wolfpaw.ncsu.edu/.
  
  - Click on the “Register for Orientation” link under the “My To-Do List” section on the Dashboard.
  
  - Read the instructions, select, and submit the Orientation you wish to attend.
  
  - Only the session(s) available to you are offered as options. Review your Application Status screen in wolfPAW or your acceptance letter from Undergraduate Admissions if you are unsure of your college.
  
  - Contact New Student Programs at 919.515.1234 immediately if you have a conflict with attending your designated Orientation session.

  Parents and family members are also highly encouraged to attend Parents’ Orientation. The program runs in conjunction with your Orientation session and is designed to introduce families to the academic programs and services available at NC State. To learn how to register your family visit newstudents.dasa.ncsu.edu/parents/orientation or call 919.515.1234 for more information.

- http://newstudents.dasa.ncsu.edu/orientation
- orientation@ncsu.edu
- 919.515.1234 (New Student Programs)

- **Take Placement/Skills Assessments**

  - **First-year students**: To ensure you are registered in the appropriate courses, placement/skills assessments are offered - and some required - in certain subjects such as math, English, chemistry, and foreign languages.
    - newstudents.dasa.ncsu.edu/firstyear/placement
  
  - **Transfer students**: Placement test for math is not required if you have transferable math credit but otherwise you may be required to complete a placement test in mathematics.
  
  - Placement/skills assessment for English is not required for transfer students
  
  - Based on your needs you may be required to complete placement tests in chemistry and/or foreign languages
    - newstudents.dasa.ncsu.edu/transfer/placement
Review Your College Requirements Regarding the Common Reading Program

(First-year students whose first semester is Summer/Fall only – does not apply to transfer students or first-year students whose first semester is Spring)

This year’s Common Reading was selected by a committee of faculty, staff, and students, as a way of introducing new students to institutional and academic values and expectations. You will receive a copy of the book when you come to your orientation (so do not buy it), and there will be activities related to the book throughout your first semester. Visit the Common Reading website for more information about your college’s expectations.

http://newstudents.dasa.ncsu.edu/commonreading
orientation@ncsu.edu
919.515.1234 (New Student Programs)

Complete AlcoholEDU

All incoming first-year and transfer students under the age of 21 are required to complete AlcoholEDu for college (this includes both parts 1 and 2). Failure to complete puts a hold on your record and you won’t be able to register for your next semester classes.

New students who will be entering Spring of 2017 should login and complete part 1 of the AlcoholEDu program as soon as possible. The deadline to completing part 1 is January 6, 2017. After completing part 1, you will receive an invitation to complete part 2 about 45 days after you complete part 1. The part 2 deadline is February 24, 2017.

http://alcohol.dasa.ncsu.edu/alcoholedu
alcohol-drug-ed@ncsu.edu
19.513.3295 (Alcohol and Other Drug Prevention Education)

If you Need/Choose to ...

Request All AP/IB Test Scores Be Sent to NC State

A full list of the AP/IB credit policies at NC State is available online:

http://admissions.ncsu.edu/credit-opportunities
Test scores be submitted to NC State before New Student Orientation
All scores must be received directly from the testing agency. Undergraduate Admissions does not accept scores from high school or college transcripts.

NC State’s AP Code is: 5496
http://admissions.ncsu.edu
undergrad-admissions@ncsu.edu
919.515.2434 (Undergrad Admissions)

Update Your Home Address and Phone Numbers

It is very important that your address and phone information are kept current with the university.

Log in to MyPack Portal (mypack.ncsu.edu). Go to Main Menu > Student Self Service > Student Center > Personal Information.

Sign up to receive WolfAlert emergency text messages, which may be sent during campus safety emergencies ncsu.edu/emergency-information/textsignup/

Contact Disability Services

Contact the Disability Services Office (DSO) should you require academic accommodations during the year due to physical, mental health and/or learning disabilities.

http://dso.dasa.ncsu.edu
disability@ncsu.edu
919.515.7653 (Disability Services Office)
After you have paid your enrollment deposit (continued)

☐ Sign Up for Your Meal Plan

University Dining offers a variety of restaurants, dining halls, convenience stores and vending machines that accept meal plans to make eating with the Pack easy. Whether you live in on-campus housing or commute to campus, there are affordable meal plans to meet your needs.

All first-year students (students entering college for the first time) living in on-campus housing are required to have a meal plan their first year. To sign up or compare meal-plan options, go to go.ncsu.edu/MealPlans. You have until September 30 each fall and January 31 each spring to make changes.

- go.ncsu.edu/MealPlans
- 1.800.701.4940 (University Dining)

☐ Review Options for Bringing a Computer to Campus

Most students bring a laptop or computer when they come to NC State. Be sure to review the computer specifications at http://oit.ncsu.edu/computer-specs and check with your individual department or college before purchasing your computer.

The Bookstore offers laptops from Apple and Lenovo. Each model is custom configured to meet or exceed the University’s minimum requirements for student laptop purchases. Each model qualifies for education discounts and walk-in technical support from the on-campus Support Services Center.

- http://go.ncsu.edu/computers
- bookstores@ncsu.edu
- 919.515.2161 (NC State Bookstores)

☐ Grant Parent/Guardian Access to Your Records

You can give your parent or guardian online access to view your financial (billing/payment) and academic information (schedule/grades):

- Log in to MyPack Portal (mypack.ncsu.edu). Go to Main Menu > Student Self Service > Campus Personal Information > Parent/Guardian Access. Detailed instructions are available at go.ncsu.edu/parentaccess
- To learn more about your academic records and the laws that protect them visit http://policies.ncsu.edu/regulation/reg-11-00-01

☐ Request a College or Curriculum Change

(Does not apply to students whose first semester is Spring)

Requests to change the program into which you were accepted must be submitted to and approved by Undergraduate Admissions prior to June 1.

- Email your request to undergrad-admissions@ncsu.edu and provide your complete name and date of birth.
- You cannot change your major after June 1 or during Orientation

- http://admissions.ncsu.edu
- undergrad-admissions@ncsu.edu
- 919.515.2434 (Undergraduate Admissions)
Consider Participating in One of NC State's Additional Summer Programs

*(Does not apply to students whose first semester is Spring)*

There are a number of optional supplemental programs offered to assist students in their transition to the university. Consider participating in one (or more) of the following:

- **Wolfpack Bound**
  - Open to all first-year and transfer students
  - Wolfpack Bound, a program offered by University Recreation for incoming students, provides an outdoor adventure trip complement to the traditional NC State new student orientation. By participating in a five-day Wolfpack Bound trip, students will meet other incoming first-year students, create connections with faculty and staff, and learn outdoor skills in the natural beauty of North Carolina (either backpacking in the mountains or sea kayaking on the coast in the Outer Banks).
    - [http://recreation.ncsu.edu/outdoor/wolfpack-bound](http://recreation.ncsu.edu/outdoor/wolfpack-bound)

- **Summer START**
  - Open to all first-year and transfer students
  - Summer START assists new students with the transition from high school to college through five weeks of college courses and campus involvement during Summer Session II. Summer START works closely with each college to ensure students will be enrolled in academic courses towards their specific major to get them on the accelerated path to graduation. In addition to up to eight credit hours of university coursework, many optional social, academic, leadership, and service programs are planned throughout the week and on weekends. Summer START will provide a strong introduction to the culture of NC State and a jump start on your academic degree requirements. Take advantage of this unique opportunity to get ahead with a smaller community of your peers.
    - [https://newstudents.dasa.ncsu.edu/summerstart/](https://newstudents.dasa.ncsu.edu/summerstart/)

- **Symposium for Multicultural Scholars**
  - Open to all first-year and transfer students
  - The purpose of the Symposium is to maximize the academic success of incoming African American, Hispanic/Latino and Native American/Indigenous first-year students by providing information about opportunities that enhance your academic experience and knowledge of campus resources, multicultural faculty and staff, cultural heritage, networking, and other strategies for success. The Symposium fosters a sense of community and provides a foundation to ensure academic success on our college campus.
    - [http://oied.ncsu.edu/msa](http://oied.ncsu.edu/msa)

- **GLBT Symposium**
  - Open to all first-year and transfer students
  - The GLBT Symposium is a half-day welcome and community-building experience designed to provide incoming students with information about the GLBT Center, annual events, and ways to get involved. Students will learn about GLBT student organizations on campus, opportunities to volunteer through the GLBT Center, and GLBT resources in the local community. Incoming students will get a chance to connect with each other and hear from returning students about what it's like to be GLBT at NC State. This annual event is a great way for students to make new friends, enjoy free food, and have some fun. Lunch will be provided.
    - [http://oied.ncsu.edu/glbt/symposium](http://oied.ncsu.edu/glbt/symposium)

- **First Year Inquiry in Prague**
  - Open to all first-year students
  - A two-week experience merging the high-impact experiences of a first-year inquiry course and study abroad, earning 3 GEP credits before the start of the semester. Students will be immersed in inquiry-guided learning utilizing the historic and beautiful city of Prague as their classroom.
    - [http://studyabroad.ncsu.edu/fyiprague](http://studyabroad.ncsu.edu/fyiprague)
After you have paid your enrollment deposit:

- **Review Campus Parking Permit Information**
  Parking on campus requires a valid NC State Parking Permit. Permits are sold online beginning in early July. Eligibility to purchase a permit is based on a student’s credit hours on file with Registration and Records. Freshmen may purchase a parking permit; however, most freshmen will only be eligible to purchase off-site (Centennial Campus) storage permits, which is served by Wolfline, the University’s transit service.
  
  - **Please visit** Transportation’s website [www.ncsu.edu/transportation](http://www.ncsu.edu/transportation) for more detailed information regarding permit options and Wolfline.
  - [http://ncsu.edu/transportation](http://ncsu.edu/transportation)
  - [919.515.3424 (Transportation)](tel:9195153424)

- **Get WolfTV for Your On-Campus Room**
  The Office of Information Technology provides an all-digital, comprehensive cable television package (WolfTV) for students living on campus.
  
  - [http://go.ncsu.edu/wolfTV](http://go.ncsu.edu/wolfTV)
  - [student_telecommunications@ncsu.edu](mailto:student_telecommunications@ncsu.edu)
  - [919.515.3153 (Office of Information Technology)](tel:9195153153)

- **Purchase Your Textbooks**
  After you have registered for your classes, go to MyPack Portal ([http://mypack.ncsu.edu](http://mypack.ncsu.edu)) or to the NC State Bookstore’s website and order your textbooks. All you will need is your student ID to view your textbook list and order your books. The Bookstore offers a robust online ordering system that includes online price comparison, textbook rental, ebooks and textbook buyback. Students eligible for financial aid may also order their books online and the bill will be sent directly to the University Cashier’s Office.
  
  - [http://go.ncsu.edu/textbooks](http://go.ncsu.edu/textbooks)
  - [bookstore@ncsu.edu](mailto:bookstore@ncsu.edu)
  - [919.515.2161 (NC State Bookstores)](tel:9195152161)

- **Keep Your Computer and Information Safe**
  Be careful about what information you share on all of your devices and never share your password with anyone, even your parents.
  
  - Phishing attacks are common on campus; and we remind you that the NC State Help Desk will never ask you for your password.
  - If you receive suspicious email or other notices requesting your password, consider them spam and delete them immediately.
  - All of your technology devices, including smartphones and tablets, should be password-protected and kept up-to-date with security patches and antivirus protection, if available.
  
  - [http://oit.ncsu.edu/it-security/safe-computing/](http://oit.ncsu.edu/it-security/safe-computing/)
  - [help@ncsu.edu](mailto:help@ncsu.edu)
  - [919.515.HELP (4375) (NC State Help Desk)](tel:919515HELP)

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**Online Version**
[go.ncsu.edu/NewStudentChecklist](http://go.ncsu.edu/NewStudentChecklist)