# TRANSFER STUDENT TO-DO LIST

**EMORY UNIVERSITY**

## GETTING STARTED

- 🕐 5-15 mins
- 🕐 30 mins
- 🕐 1 hour

| TASKS | TIME | WHERE TO COMPLETE |
|---|---|---|
| ☐ Retrieve NetID and password | 🕐 | tinyurl.com/emorynetid |
| ☐ Set up DUO authentication | 🕐 | duo.emory.edu |
| ☐ Log into and begin regularly checking Emory email | 🕐 | email.emory.edu |
| ☐ Sign up for & attend Academic Advising Appointment | 🕐 | Zoom link will be sent to your email |
| ☐ Submit Housing Application (if appl.) | 🕐 | myhousing.emory.edu/ |
| ☐ Update personal and family contact information | 🕐 | opus.emory.edu > Profile Tile |
| ☐ Update Student Characteristics (optional) | 🕐 | opus.emory.edu > Profile Tile |
| ☐ Submit Designated Name and Pronouns (optional) | 🕐 | opus.emory.edu > Profile Tile |
| ☐ Review Fall 2024 courses in Course Atlas & add to Shopping Cart | 🕐 | atlas.emory.edu |
| ☐ Download the Emory Welcome App - Transfer version | 🕐 | NSP Transfer - Getting Started |
| ☐ Review and plan to meet Immunization Requirements | 🕐 | http://www.shspnc.emory.edu/ |
| ☐ Update Photo & NameCoach in Canvas | 🕐 | canvas.emory.edu > Account > Profile |
| ☐ Review *To-Do List Terms, Logins, and Forms* | 🕐 | Student info here + Family info here |

## JUNE TO-DO LIST

| DUE DATE | TASKS | TIME | WHERE TO COMPLETE |
|---|---|---|---|
| ☐ June 15 | Submit EmoryCard photo | 🕐 | tinyurl.com/emorycard |
| ☐ June 15 | Complete FERPA Parental Consent Form | 🕐 | http://tinyurl.com/ParentalConsentFERPA |
| ☐ June 15 | Submit AP/IB scores (if appl.) | 🕐 | Email to: admission.processing@emory.edu |
| ☐ June 15 | Complete Transfer Student Profile | 🕐 | opus.emory.edu > Tasks > To-Dos |
| ☐ June 21 or 24 | Attend Specialized Advising Webinar | 🕐 | college.emory.edu/orientation/transfer/getting-started |
| ☐ June 24 | Attend drop-in advising (optional) | 🕐 | college.emory.edu/vrd |
| ☐ June 25 | Register for Courses (June 25-July 8) | 🕐 | opus.emory.edu > Course Planning and Enrollment Tile |
| ☐ July 1 | Submit Health and Immunization Records | 🕐 | opus.emory.edu > Health Tile |

**Keep track of your progress on most of these tasks by checking your To-Do List in OPUS!**

✉ ec.orientation@emory.edu          📞 404-727-9000          📷 @EmoryCollege

# TRANSFER STUDENT TO-DO LIST

**EMORY UNIVERSITY**

🕐 5-15 mins
🕐 30 mins
🕐 1 hour

## JULY TO-DO LIST

| DUE DATE | TASKS | TIME | WHERE TO COMPLETE |
|---|---|---|---|
| ☐ July 15 | Submit Academic Accommodations requests (if appl.) | 🕐 | accessibility.emory.edu/students/new-to-das |
| ☐ July 15 | Add parent/sponsor as Bill Payer in OPUS (if appl.) | 🕐 | opus.emory.edu > Profile Tile |
| ☐ July 15 | Complete I-20 (F-1 visa) | 🕐 | issslink.emory.edu |
| ☐ July 15 | RSVP for International Student Welcome (F-1 visa) | 🕐 | tinyurl.com/ISWEmory |
| ☐ Aug 1 | Submit Health Insurance Waiver | 🕐 | opus.emory.edu > Health Tile** |
| ☐ Aug 1 | Submit official transcripts for classes taken prior to Summer 2024 | 🕐 | tinyurl.com/ApplicationItems |

**Students without an approved opt-out waiver on file will be billed for the Emory Student Health Insurance Plan

## AUGUST TO-DO LIST

| DUE DATE | TASKS | TIME | WHERE TO COMPLETE |
|---|---|---|---|
| ☐ Aug 15 | Set up Handshake account & choose Industry Cluster | 🕐 | emory.joinhandshake.com > Complete Prompts |
| ☐ Aug 15 | Sign Financial Responsibility Agreement | 🕐 | opus.emory.edu > Tasks > To-Do's |
| ☐ Aug 15 | Enroll in Direct Deposit (F-1 visas may wait until ISW) | 🕐 | opus.emory.edu > Student Account Tile |
| ☐ Aug 15 | Review Tuition Insurance (optional) | 🕐 | opus.emory.edu > Student Account > Other Account Services |
| ☐ Aug 15 | Create Guest Access in OPUS (if appl.) | 🕐 | opus.emory.edu > Guest Access Tile |
| ☐ Aug 24 | Complete SAP-U | 🕐 | Link will be sent to your email on August 5 |
| ☐ Aug 24 | Complete AlcoholEDU | 🕐🕐 | Link will be sent to your email on August 5 |
| ☐ Aug 24 | Complete ISSS Arrival Confirmation Form (F-1 visa) | 🕐 | issslink.emory.edu |
| ☐ Aug TBD | Attend Career Community Webinar | 🕐 | college.emory.edu/orientation/transfer/getting-started |

## OTHER IMPORTANT DATES

| | |
|---|---|
| **JUNE 25** | Course Registration Begins |
| **MID-JUL** | Tuition and other charges posted on student account |
| **AUG 19-23** | International Student Welcome (F-1 visa holders) |
| **Aug 24** | Move-in Day for On-Campus Housing |
| **AUG 24-27** | Mandatory Transfer Orientation |
| **AUG 30** | Annual Student Employment Fair |
| **AUG 27** | Add/Drop/Swap opens |
| **AUG 28** | First day of classes |
| **AUG 31** | Register to vote |
| **SEPT 4** | Fall Payment Due |
| **OCT 1** | Submit official transcripts for classes taken in Summer 2024 (if appl) |