ENROLLMENT CHECKLIST

SPRING 2020

REQUIRED STEPS

☐ **Submit your final transcript.** If you have not already, please submit an official transcript in a sealed envelope to the Wake Forest University School of Business, PO Box 7897, Suite 115, Winston Salem, NC 27109 or electronically directly to busapply@wfu.edu.

☐ **Set up network accounts.** Once your tuition deposit is processed (allow 5-7 business days), a MyDeacNet account will be created for you. You will receive an activation e-mail from help@wfu.edu to the personal e-mail account you listed in your application.

☐ **Complete the FAFSA to begin the financial aid process and pay Fall tuition by December 1, 2019.** Once you have activated your MyDeacNet account, you can log into the Wake Information Network (WIN) to view your financial account information at win.wfu.edu. For questions about financial aid contact sbfinaid@wfu.edu.

☐ **Register for Orientation events and complete Student Information Surveys by December 6, 2019.** Orientation is a *required* event for new students which allows you to interact with classmates and become acclimated to the School of Business.

☐ **Complete New Student Agreements and Tasks.** Please read through agreements and tasks and complete the confirmation process. Will be available 1-2 months prior to start of semester.

☐ **Submit photo for Deacon OneCard and review parking information by December, 14, 2019.** You will need your DeacNetID (username) and password. Parking will be available on weekdays starting at 4pm and all day Saturday and Sunday.

☐ **Register for or waive mandatory Student Health Insurance by January 15, 2020.** Visit bcbsnc.com/wfu during the Open Enrollment period to take action. You will be required to create a Blue Cross & Blue Shield Login.

HIGHLY RECOMMENDED STEPS

☐ **Complete Quantitative Methods, Financial Accounting, and Management Communications Courses (as needed).** All courses are online, self-paced and designed to give you an overview in each discipline. Cost varies per course.

☐ **Complete the LASSI, Learning and Study Strategies Inventory, assessment.** This is an assessment designed to help you become more aware of areas you could grow in academically and ease your transition in the MBA program.

☐ **Schedule an appointment to preconfigure technology and register for Wake Network.** You will receive an email from the IT Department 2-3 weeks prior to orientation with dates available to schedule your session.

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Visit the Newly Admitted Student Website to start checklist items.

Questions or need help? Contact Jillian Stubbs at 980-224-9285 or stubbsja@wfu.edu